



**City Council Meeting**  
**AGENDA**  
**Monday, June 26, 2023, 6:30 PM**

Work Session 5:15 P.M. Council Chambers Conference Room, City Hall, 114 North Broad Street, Salem, Virginia 24153

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

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**WORK SESSION**

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1. Call to Order
2. New Business
  - A. **Discussion Items**
    - 1) Update on Water/Sewer projects - Larado Robinson
    - 2) Discussion on Citizen Comment requests
    - 3) Budget items as needed
3. Adjournment

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**REGULAR SESSION**

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

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

Consider acceptance of the June 12, 2023, Work Session and Regular Meeting minutes.
  - C. **Financial Reports**

Consider acceptance of the Statement of Revenues and Expenditures for the eleven months ending May 2023.
5. Old Business

**A. Budget Ordinance**

Consider ordinance on second reading adopting the budget for 2023-2024 fiscal year.

**B. Budget Appropriation Ordinance**

Consider ordinance on second reading appropriating funds for the 2023-2024 fiscal year budget.

**6. New Business**

**A. Amendment to the Zoning Ordinance**

Hold public hearing and consider ordinance on first reading for the request of J S Salem LLC, contract purchaser, and the Trustees Faith Assembly of God, property owner, for rezoning the property of 500 block of White Street (Tax Map # 161 - 4 - 2) from RSF Residential Single-Family District to CBD Community Business District. (Advertised in the June 8 and 15 issues of the *Salem Times-Register*.) (Recommend approval with proffered condition, see page 5 of Planning Commission minutes.) **STAFF REPORT**

**B. Special Exception Permit**

Hold public hearing to consider the request of Joshua Davis, lessee, and Dallas Scaggs, Jr., and Paul Walrond, property owners, for the issuance of a special exception permit to allow for a pawn shop on the property located at 1617 West Main Street (Tax Map # 139 – 3 - 4). (Advertised in the June 8 and 15 issue of the *Salem Times-Register*.) (Recommend approval, see page 2 of Planning Commission minutes.) **STAFF REPORT**

**C. Special Exception Permit**

Hold public hearing to consider the request of Terry Steele, lessee, and Kieu Thi Thuy Do, property owner, for the issuance of a special exception permit to allow for personal service (barber shop) on the property located at 514 West Main Street (Tax Map # 123 – 3 - 5). (Advertised in June 8 and 15 issues of *Salem Times-Register*.) (Recommend approval, see page 4 of Planning Commission minutes.) **STAFF REPORT**

**D. Boards and Commissions**

Consider appointments to various boards and commissions.

**7. Adjournment**

**City Council Meeting**  
**MINUTES**  
**Monday, June 12, 2023, 6:30 PM**

Work Session, 5:45 P.M. Council Chambers Conference Room, City Hall, 114 North Broad Street, Salem, Virginia 24153  
Regular Session 6:30 P.M. Council Chambers, City Hall, 114 North Broad Street, Salem, Virginia 24153

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**WORK SESSION**

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**1. Call to Order**

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 June 12, 2023, at 5:45 p.m., there being present the following members of said Council to wit: Renée Ferris Turk, Mayor (absent); James W. Wallace, III, Vice-Mayor; Council members: Byron Randolph Foley, William D. Jones, and H. Hunter Holliday; with James W. Wallace, III, Vice-Mayor, presiding together with James E. Taliaferro, II, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Rosemarie B. Jordan, Director of Finance; Tammy Todd, Assistant Director of Finance; Tommy Miller, Director of Economic Development; and Laura Lea Harris, Deputy Clerk of Council; and the following business was transacted;

Vice-Mayor Wallace 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**

1) Economic Development Update - Tommy Miller, Director of Economic Development

2) Other Council Discussion Items

Tommy Miller, Director of Economic Development, presented an update on Economic Development for the City of Salem. He provided a copy of an outline for Council's use. Mr. Miller summarized the status of progress that has been made on the City's Strategic Plan. He also shared details on ongoing projects and visits that had been made with existing businesses in Salem. Mr. Miller shared an overview of real estate within Salem, Workforce initiatives, and other accomplishments over the past couple of months. Council held discussion and asked questions that were responded to by staff.

Council requested to hold off on discussion of Water Meters until a later meeting due to the time remaining.

Several board or commission positions for Council members were discussed for consideration at a future Council meeting.

### 3. Adjournment

There being no further business, Vice-Mayor Wallace adjourned the meeting at 6:24 p.m.

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## REGULAR SESSION

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### 1. Call to Order

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

### 2. Pledge of Allegiance

### 3. Bid Openings, Awards, Recognitions

Vice-Mayor Wallace recognized the firefighters in attendance this evening.

### 4. Consent Agenda

#### A. **Citizen Comments**

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

John Breen, 142 Bogey Lane, was the only citizen to address Council this evening. He reflected on the March 22, 2023, Special Meeting/Retreat and expressed disappointment at specific details of the Retreat as well as with the goals and objectives. Mr. Breen offered the following five suggestions for Council's consideration:

1) Promptly refine the retreat's report so that it has specific time certain priorities,



goals with time targets, and specific actionable supporting objectives; 2) Solicit proposals prior to the next retreat; 3) Make any retreat reading publicly accessible. Hold it within the City limits, during non-work days or hours and use Zoom or a similar service; 4) Prior to any priorities, goals, and objectives retreat, conduct surveys or town hall meetings to solicit public input; and 5) Record any retreat.

**B. Minutes**

Consider acceptance of the May 18, 2023, Budget Work Session minutes and the May 22, 2023, Regular Meeting minutes.

The minutes were accepted as written.

**5. Old Business**

**A. Amendment to the Zoning Ordinance**

Consider ordinance on second reading for the request of Salem Montessori School, Inc., property owner, for rezoning the property at 112 Corporate Boulevard (Tax Map # 148-1-2.2) from RSF Residential Single-Family District and BCD, Business Commerce District with conditions to RSF Residential Single-Family District. (Approved on first reading at the May 22, 2023, meeting.)

William Jones motioned to consider ordinance on second reading for the request of Salem Montessori School, Inc., property owner, for rezoning the property at 112 Corporate Boulevard from RSF Residential Single-Family District and BCD, Business Commerce District with conditions to RSF Residential Single-Family District. Randy Foley seconded the motion with the clarification that the Tax Map Number was 148-1-2.2.

Ayes: Foley, Holliday, Jones, Wallace

Absent: Turk

**B. Amendment to City Code - Chapter 82**

Consider adoption of ordinance on second reading amending Section 82-43, Article II, Chapter 82 of the Code of the City of Salem pertaining to Tax Relief for the Elderly and Disabled. (Approved on first reading at May 22, 2023 meeting).

Vice-Mayor Wallace noted as a reminder for those present that this ordinance would raise the income limit from \$50,000 to \$65,000 and the asset limit from \$100,000 to \$185,000 for eligibility to participate in the City's Tax Relief for the Elderly and Disabled Program.

Randy Foley motioned to adopt ordinance on second reading amending Section 82-43, Article II, Chapter 82 of the Code of the City of Salem pertaining to Tax Relief for the Elderly and Disabled. H Hunter Holliday seconded the motion.

Ayes: Foley, Holliday, Jones, Wallace

Absent: Turk

## **6. New Business**

### **A. Job Classes and Pay Ranges 2023-2024**

Consider adoption of Resolution 1455 amending the schematic list of job classes and pay ranges previously set forth on May 23, 2022 to be part of the 2023-2024 fiscal year budget. **Audit - Finance Committee**

Mr. Foley asked for information on how discussion that was held in Audit-Finance Committee meeting for this month in regard to this item would affect the pay scales being proposed.

Mr. Jones responded that the discussion from Audit-Finance Committee was about different classifications and how the money would be distributed since they are dealing with both a compression and a pay issue. He noted that nothing had been finalized and that only suggestions had been made.

Mr. Foley requested to know what positions the Audit-Finance Committee was suggesting to not fund.

Mr. Jones responded that there was no recommendation not to fund any positions.

Mr. Foley asked which positions were recommended to be reduced.

Mr. Jones responded that there were twenty four Director, Assistant Director, and Constitutional Officer positions being looked at. He noted that money would be provided, just possibly not the amount that had been proposed.

Mr. Foley asked to clarify what was being proposed.

Mr. Jones responded that it was being proposed that the amount originally proposed for twenty-four Director, Assistant Director, and Constitutional Officer positions be looked at further for final decision on amounts. It was noted that a further Work Session would need to be set up in order to study this further.

William Jones motioned to approve Resolution 1455 that adopts the schematic list of job classes and pay scale for fiscal year 2023-2024. H Hunter Holliday seconded

the motion.

Ayes: Foley, Holliday, Jones, Wallace

Absent: Turk

**B. Proposed Budget for Fiscal Year 2023-2024**

Hold a public hearing on the proposed budget for fiscal year 2023-2024. This item was continued from the May 22, 2023 meeting by Council.

Vice-Mayor Wallace opened the public hearing.

No one came forward to speak.

Vice-Mayor Wallace closed the public hearing.

**C. Budget Adoption Ordinance**

Consider an ordinance on first reading adopting the budget for fiscal year 2023-2024. A summary of the proposed budget was advertised in the *Salem Times Register* on April 27, 2023 and May 4, 2023. This item was continued from the May 22, 2023 meeting by Council. **Audit - Finance Committee**

Mr. Foley asked to clarify that Council was proposing a budget that would need to be amended.

Mr. Jones responded that this was a possibility.

Mr. Foley questioned what the necessity for taking this action tonight was if it was going to require a Special Session and require possible amendment for the second reading.

Mr. Jones responded that this was due to a time limit.

Mr. Wallace said that he thought this evening Council was passing a generic bucket of funding for tier one of the proposed employee compensation.

Mr. Foley asked if Audit-Finance Committee would pick and choose who gets what.

Mr. Jones responded that Audit -Finance was the committee bringing a recommendation back and that there would be five Council members making a decision.

Mr. Foley stated that he wanted the public to know what was being proposed. He asked to clarify again that they were passing a budget that was going to require

amending.

Mr. Guynn responded that until the State acted, this was what was being done anyway.

William Jones motioned to approve the first reading of the ordinance for adoption of the fiscal year 2023-2024 budget for the City of Salem. H Hunter Holliday seconded the motion.

Ayes: Foley, Holliday, Jones, Wallace

Absent: Turk

**D. Budget Appropriation Ordinance**

Consider an ordinance on first reading appropriating funds for the fiscal year 2023-2024 budget. This item was continued from the May 22, 2023 meeting by Council. **Audit - Finance Committee**

Mr. Foley asked to clarify that if the budget is amended, Council will need to appropriate again with the new dollar figures.

Mr. Taliaferro explained that potentially this may be necessary if the overall budget changes. If funds are shifted around within the budget that Council is debating tonight, they potentially would not have to reappropriate.

William Jones motioned to approve first reading of the ordinance to appropriate funds for the fiscal year 2023-2024 budget. H Hunter Holliday seconded the motion.

Ayes: Foley, Holliday, Jones, Wallace

Absent: Turk

**E. Appropriation of Funds**

Consider request to accept and appropriate ARPA Law Enforcement Grant.  
**Audit - Finance Committee**

William Jones motioned to accept the ARPA Law Enforcement Grant in the amount of \$215,000 and appropriating \$215,000 in federal grant revenue to the American Rescue Plan Act Funding – Law Enforcement Grant Program account and increase the expenditure budget for the ARPA grant, ARPA Law Enforcement Grant Program account. H Hunter Holliday seconded the motion.

Ayes: Foley, Holliday, Jones, Wallace

Absent: Turk

**F. Appropriation of Funds**

Consider request to appropriate grant funds awarded by Virginia Tourism Corporation. **Audit - Finance Committee**

William Jones motioned to accept, appropriate revenues, and increase the budget for the grant expenditures account for three grants totaling \$54,887 from the Virginia Tourism Corporation Marketing Incentive Program. The Salem Fair was awarded \$20,000 to enhance marketing efforts, the Salem Half Marathon received \$14,887 for marketing, and \$20,000 was awarded to highlight Downtown, antiquing and Longwood Park events. A match is required for each grant and will be met through existing marketing. Proceeds from the grant will cover the cost of items not included in the FY23 operating budget. H Hunter Holliday seconded the motion.

Ayes: Foley, Holliday, Jones, Wallace

Absent: Turk

**G. Appropriation of Funds**

Consider request to appropriate additional State of Good Repair and Primary Formula funding for the Colorado Street Bridge Project. **Audit - Finance Committee**

William Jones motioned to accept additional State of Good Repair and Primary Formula state funding totaling \$5,328,826 and appropriating this amount to the Capital Projects State Revenue account and the Colorado Street Bridge Replacement account. State of Good Repair state funding of \$6,450,000 was originally awarded and appropriated in May 2018. Due to significant inflation subsequent to the original appropriation date, additional State of Good Repair state funding of \$5,313,918 and Primary Formula state funding of \$14,908 was allocated to complete the project. This funding is to be used to replace the superstructure, repair undermining at abutments, and repair delaminated/spalled abutments on the bridge. A total of \$11,778,826 has been awarded and does not require a local match. Randy Foley seconded the motion.

Ayes: Foley, Holliday, Jones, Wallace

Absent: Turk

**H. Appropriation of Funds**

Consider request to appropriate and transfer excess local funding in the Capital Projects Fund. **Audit - Finance Committee**

William Jones motioned to appropriate \$1,423,000 from the General Fund to the Capital Projects Fund for: - Fire Station #1 Renovations in the amount of \$545,000 - Fire Station #3 Renovations in the amount of \$378,000; and - Library Lawn Special Events Space in the amount of \$500,000 This funding is available by utilizing American Rescue Plan Act (ARPA) funding for general government services. The budget appropriation for these three projects was included in the public hearing dated December 12, 2022 and already exists in the General Fund. In addition, transfer freed up excess local funds of from the Moyer Sports Complex Renovation project for: - Civic Center West Field Lighting Upgrades in the amount of \$250,000; and - Kiwanis Park Wall Pads in the amount of \$110,000 These funds are no longer needed for the Moyer Sports Complex Renovation project due to bond interest proceeds received from the 2022 General Obligation Bonds. Randy Foley seconded the motion.

Ayes: Foley, Holliday, Jones, Wallace

Absent: Turk

**I. Carter Machinery Parking Lot Expansion**

Consider setting bond for physical improvements and erosion and sediment control and landscaping for Carter Machinery Parking Lot Expansion. **Audit - Finance Committee**

Mr. Jones stated for the benefit of the public that this was basically a parking lot expansion.

William Jones motioned to set a bond amount of \$97,415 and time for completion of twelve (12) months for physical improvements, erosion and sediment control and landscaping for a Carter Machinery Parking Lot Expansion, located at 1312 Lynchburg Turnpike. H Hunter Holliday seconded the motion.

Ayes: Foley, Holliday, Jones, Wallace

Absent: Turk

**J. Fiscal Agent Agreements**

Consider approval of the fiscal agent agreements with Court-Community Corrections and Cardinal Criminal Justice Academy. **Audit - Finance Committee**

William Jones motioned to approve 2023-2024 fiscal agent agreements for the Court-Community Corrections Program, Regional Alcohol Safety Action Program Board and Cardinal Criminal Justice Academy. The City of Salem has acted as fiscal agent for these entities for a number of years and has experienced no difficulty in acting in this capacity. Each of these agencies reimburses the City for out-of-

pocket expenses, such as audit fees, materials and supplies, and all other contractual related items. They also reimburse a portion of salaries and fringe benefits for all departments involved in providing services to their agency. H Hunter Holliday seconded the motion.

Ayes: Foley, Holliday, Jones, Wallace

Absent: Turk

## 7. Adjournment

Mr. Foley asked to go on record as saying that every employee in the City, regardless of position, should receive at least a seven percent increase in salary due to inflation. He thought it was being discussed that some not receive that amount because of their position and he thought that was inadequate and irresponsible.

The meeting was adjourned at 6:53 p.m.

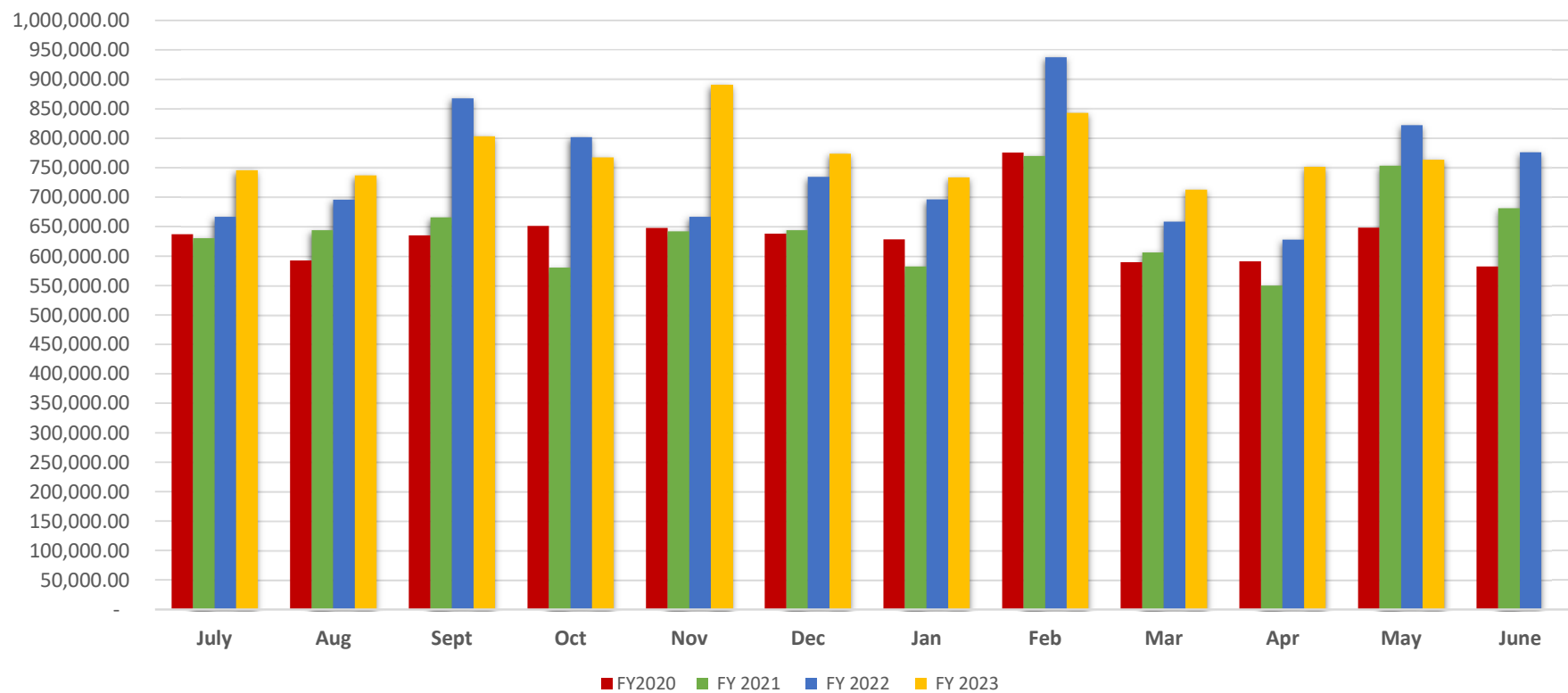
Schedule A

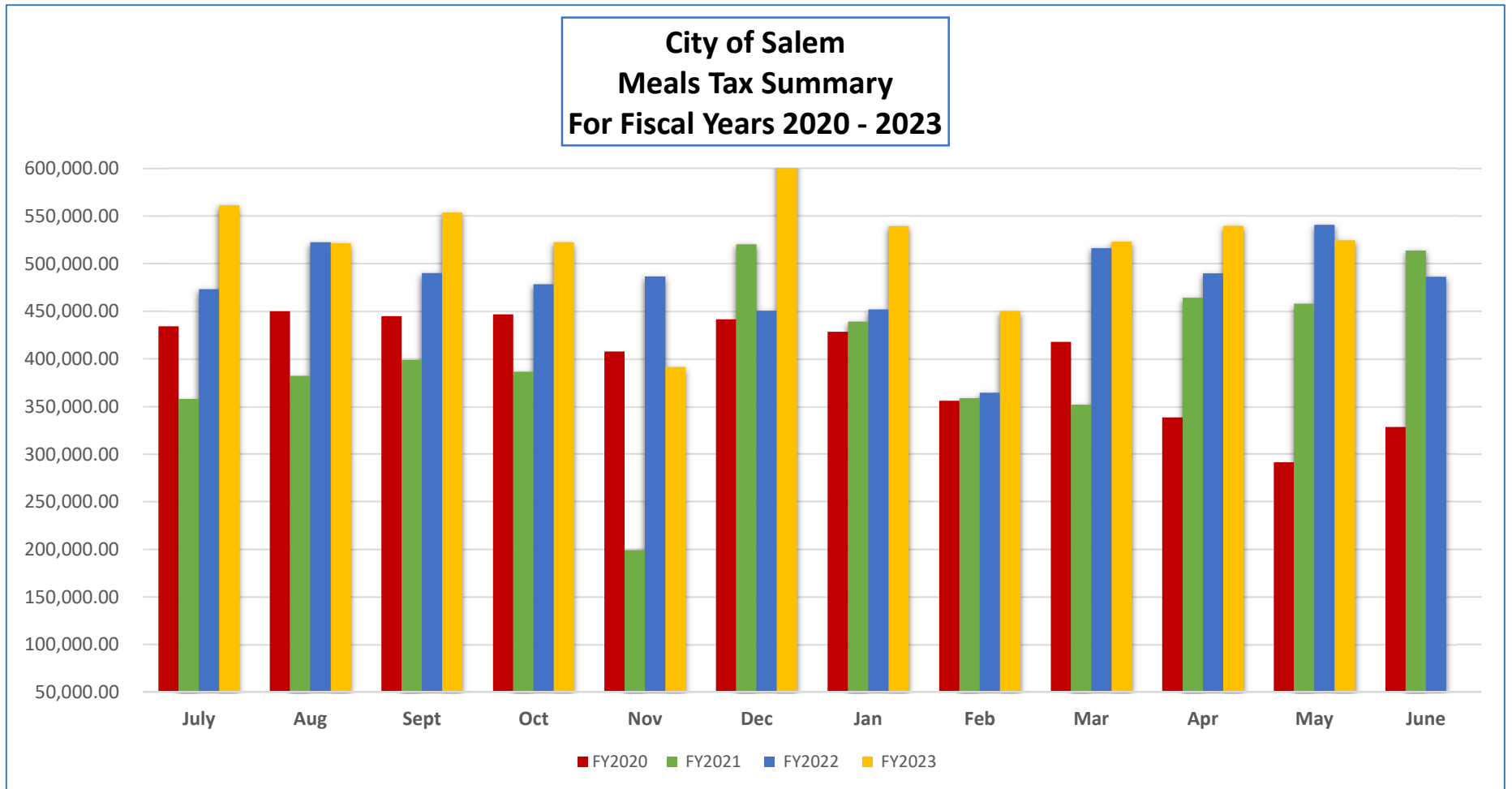
City of Salem, Virginia  
General Fund  
Statement of Revenues and Expenditures  
For Eleven Months Ending May 31, 2023

	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
<b>Revenues:</b>					
Beginning Balance 7-1-22	\$ 5,498,676	\$ -	0%	\$ -	\$ -
General Property Taxes	44,905,191	37,237,167	83%	36,279,804	957,363
Other Local Taxes	25,542,300	23,785,873	93%	22,381,266	1,404,607
Permits and Licenses	342,740	349,597	102%	361,879	(12,282)
Fines and Forfeitures	76,000	110,426	145%	89,336	21,090
Revenue from Use of Money and Property	698,440	4,452,449	637%	604,423	3,848,026
Charges for Services	3,479,253	2,931,791	84%	2,880,087	51,704
Payment in Lieu of Taxes from Electric Fund	3,160,000	3,160,000	100%	3,160,000	-
Payment in Lieu of Taxes from Water Fund	114,929	142,708	124%	165,525	(22,817)
Miscellaneous Revenue	422,499	1,157,337	274%	481,716	675,621
Non-Categorical Aid	3,673,007	1,001,286	27%	945,762	55,524
Shared Expenses	1,558,777	1,275,491	82%	1,259,064	16,427
Categorical Aid	9,049,329	6,631,140	73%	6,099,586	531,554
Non-Revenue Receipts	112,721	112,718	100%	75,910	36,808
Transfer From Other Funds	25,950,000	22,938,230	88%	-	22,938,230
<b>Total Revenues</b>	<b>124,583,862</b>	<b>105,286,213</b>	<b>85%</b>	<b>74,784,358</b>	<b>30,501,855</b>
<b>Expenditures:</b>					
General Government	9,355,981	7,850,492	84%	6,437,195	1,413,297
Judicial Administration	2,675,805	2,291,724	86%	2,183,585	108,139
Public Safety	20,875,652	17,669,103	85%	16,259,865	1,409,238
Public Works	13,538,461	8,347,920	62%	8,101,456	246,464
Health and Welfare	6,257,745	4,666,796	75%	4,172,067	494,729
Education	24,390,382	24,390,381	100%	23,971,731	418,650
Parks, Recreation and Cultural	7,126,726	6,065,017	85%	5,327,438	737,579
Community Development	4,056,214	3,562,075	88%	2,322,298	1,239,777
Non-Departmental	34,213,555	29,685,996	87%	5,910,822	23,775,174
Contingency	744,341	-	0%	-	-
Contingency for Economic Dev. Opportunities	100,000	-	0%	-	-
Reserve for Capital	1,249,000	-	0%	-	-
<b>Total Expenditures</b>	<b>124,583,862</b>	<b>104,529,504</b>	<b>84%</b>	<b>74,686,457</b>	<b>29,843,047</b>
<b>Revenues Over/(Under) Expenditures</b>	<b>\$ -</b>	<b>\$ 756,709</b>		<b>\$ 97,901</b>	<b>\$ 658,808</b>

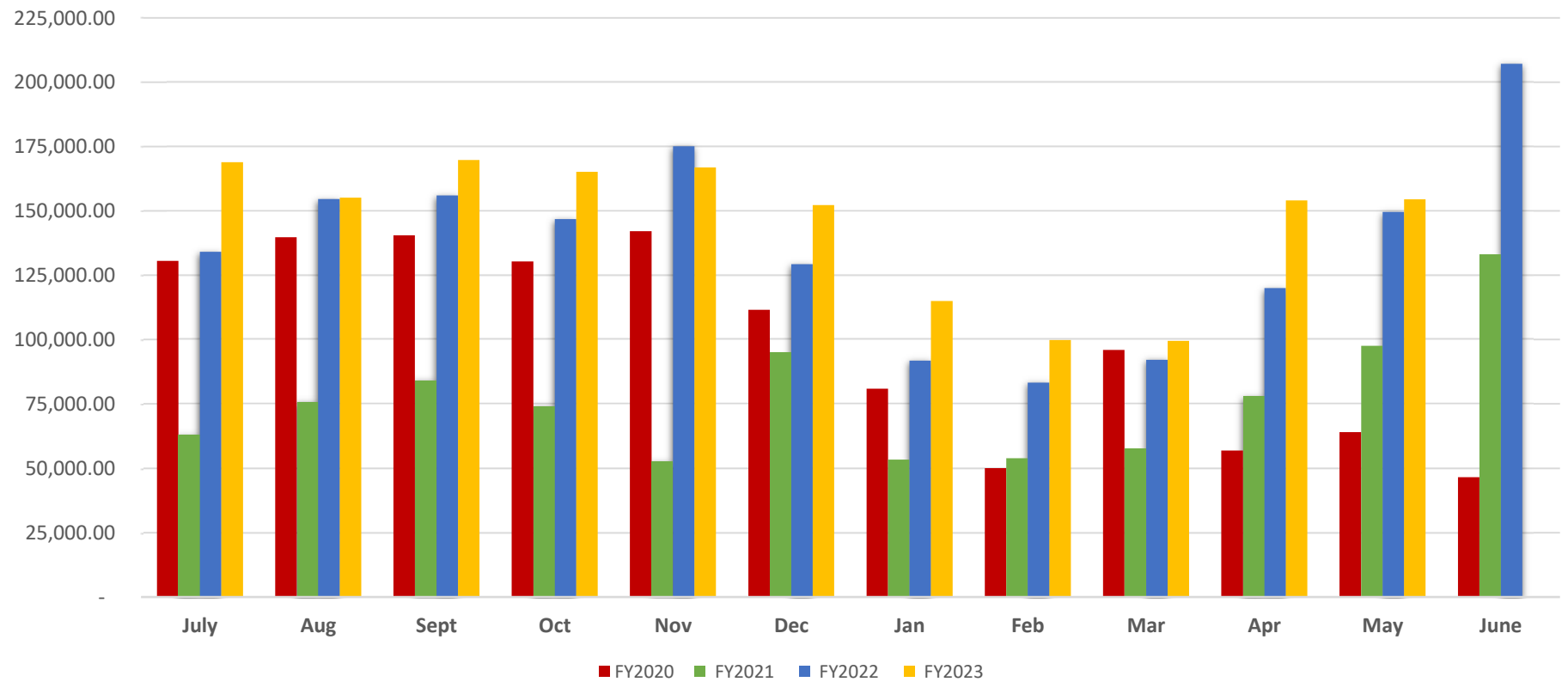


**City of Salem  
Sales Tax Summary  
For Fiscal Years 2020 - 2023**





**City of Salem  
Lodging Tax Summary  
For Fiscal Years 2020 - 2023**



City of Salem, Virginia  
Special Revenue Fund  
Statement of Revenues and Expenditures  
For Period Ending May 31, 2023

Schedule E

	<u>Budget</u>	<u>Project To Date</u>	<u>Encumbrances</u>	<u>Total Project</u>	<u>Available Balance</u>	<u>Year To Date</u>	
Fund Balance, July 1, 2022							\$ -
<u>Revenues:</u>							
American Rescue Plan Act Funding	\$ 4,914,423	\$ 4,914,423	\$ -	\$ 4,914,423	\$ -	\$ 4,914,423	
American Rescue Plan Act Funding-NEU	26,250,208	18,027,807	-	18,027,807	8,222,401	18,023,807	
ARPA - VA Tourism Recovery Program	70,000	31,245	-	31,245	38,755	31,245	
ARPA - Sports Marketing Incentive Program	5,500	5,500	-	5,500	-	5,500	
Total Revenues	31,240,131	22,978,975	-	22,978,975	8,261,156		22,974,975
<u>Expenditures:</u>							
Tourism Initiative	4,000	4,000	-	4,000	-	-	
VA Tourism Recovery Program	70,000	31,245	-	31,245	38,755	31,245	
Sports Marketing Incentive Program	5,500	5,500	-	5,500	-	5,500	
Transfer to General Fund	31,160,631	22,938,230	-	22,938,230	8,222,401	22,938,230	
Total Expenditures	\$ 31,240,131	\$ 22,978,975	\$ -	\$ 22,978,975	\$ 8,261,156		<u>22,974,975</u>
Fund Balance, May 31, 2023							<u>\$ -</u>

City of Salem, Virginia  
Debt Outstanding  
For Period Ending May 31, 2023

Schedule F

	Balance 7/1/2022	Issuances	Principal Payments	Balance 5/31/2023
<b>City Debt Outstanding</b>				
2011 Union First Market Refunding Bonds	\$ 770,832	\$ -	\$ (390,870)	\$ 379,962
2013 Public Improvement Bonds	1,066,975	-	(89,425)	977,550
2016B Public Improvement Bonds	581,080	-	(139,934)	441,146
2019 Public Improvement Bonds	4,475,000	-	(202,000)	4,273,000
2020 Public Improvement Bonds	2,160,000	-	(225,000)	1,935,000
2020 Public Improvement Refunding Bonds	4,988,136	-	(284,484)	4,703,652
2021 Public Improvement Refunding Bonds	1,525,000	-	(359,000)	1,166,000
2022B Public Improvement Bonds	15,080,000	-	(589,000)	14,491,000
<b>Total City Debt Outstanding</b>	30,647,023	-	(2,279,713)	28,367,310
<b>School Debt Outstanding</b>				
2011 Union First Market Refunding Bonds	1,349,168	-	(684,130)	665,038
2012A Public Improvement Bonds	5,249,750	-	(477,250)	4,772,500
2013 Public Improvement Bonds	3,288,025	-	(275,575)	3,012,450
2020 Public Improvement Bonds	23,695,000	-	(130,000)	23,565,000
<b>Total School Debt Outstanding</b>	33,581,943	-	(1,566,955)	32,014,988
<b>Total Debt Outstanding</b>	<u>\$ 64,228,966</u>	<u>\$ -</u>	<u>\$ (3,846,668)</u>	<u>\$ 60,382,298</u>

City of Salem, Virginia  
Capital Projects Fund  
Statement of Revenues and Expenditures  
For Period Ending May 31, 2023

Schedule G

	Budget	Project To Date	Encumbrances	Total Project	Available Balance	Year To Date	
Fund Balance, July 1, 2022							\$ 22,261,333
<u>Revenues:</u>							
Federal Grants	\$ 12,009,855	\$ 1,470,614	\$ -	\$ 1,470,614	\$ 10,539,241	\$ 692,127	
State Grants	8,689,744	1,559,999	-	1,559,999	7,129,745	601,126	
Proceeds From Debt Issuance	43,719,067	43,719,064	-	43,719,064	3	-	
Interest Income	89,159	643,149	-	643,149	(553,990)	559,492	
Transfer From General Fund	18,507,037	18,432,263	-	18,432,263	74,774	14,519,325	
Total Revenues	83,014,862	65,825,089	-	65,825,089	17,189,773		16,372,070
<u>Expenditures:</u>							
Next Generation 911	378,493	187,161	30,609	217,770	160,723	26,761	
Fire Station #2 Renovations	432,000	6,232	-	6,232	425,768	6,232	
Fire Station #2 Storage Building	515,000	-	-	-	515,000	-	
Colorado St Bridge Replacement	6,450,000	765,613	159,839	925,452	5,524,548	110,311	
Apperson Drive Bridge Replacement	3,364,939	728,373	58,654	787,027	2,577,912	245,783	
Street Department Equipment 2020	1,229,852	1,225,726	-	1,225,726	4,126	24,590	
Jury Room Expansion	400,000	15,653	23,168	38,821	361,179	15,653	
Apperson Drive Bridge Repairs #1800	74,772	-	-	-	74,772	-	
Hanging Rock Battlefield Phase 2	1,420,310	1,142,431	209,609	1,352,040	68,270	980,423	
Western Roanoke River Greenway	50,000	1,500	-	1,500	48,500	-	
Elizabeth Campus Greenway	1,104,400	148,313	46,650	194,963	909,437	42,850	
Longwood Park Restroom Replacement	139,504	139,504	-	139,504	-	645	
Kiwanis Roof/Infrastructure Renovations	423,289	344,908	-	344,908	78,381	328,099	
Moyer Sports Complex Renovation	27,602,491	6,705,231	17,150,316	23,855,547	3,746,944	5,837,171	
Mason Creek Greenway Phase 3	2,610,681	158,103	312,141	470,244	2,140,437	99,006	
Library Flooring Replacement	190,000	-	-	-	190,000	-	
Library Co-working Space	155,000	-	-	-	155,000	-	
Civic Center East/West Fields Restroom	220,000	-	221,070	221,070	(1,070)	-	
Longwood Park Restroom Replacement #2	180,000	-	129,261	129,261	50,739	-	
Flood Mitigation-CFPF	78,962	-	78,962	78,962	-	-	
Downtown Impr - E Main St/Union St	2,504,140	1,782,768	585,800	2,368,568	135,572	1,660,687	
Downtown Impr - E Main St/Market St	3,629,869	184,014	24,347	208,361	3,421,508	73,280	
Downtown Impr - E Main St/White Oak	2,311,825	10,130	51,800	61,930	2,249,895	10,130	
Capital Projects Local Reserve	65,232	-	-	-	65,232	-	
Downtown Improvements Reserve	90,350	-	-	-	90,350	-	
Excess Local Funding Reserve	393,753	-	-	-	393,753	-	
Transfer to Schools-2020 Bonds	27,000,000	26,153,181	-	26,153,181	846,819	3,045,534	
Total Expenditures	\$ 83,014,862	\$ 39,698,841	\$ 19,082,226	\$ 58,781,067	\$ 24,233,795		12,507,155
Fund Balance, May 31, 2023							\$ 26,126,248

**City of Salem, Virginia**  
**Electric Fund**  
**Statement of Operations**  
**For Eleven Months Ending May 31, 2023**

	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
<b>Operating Revenues</b>					
Sale of Power	\$ 41,751,568	\$ 36,657,082	88%	\$ 36,186,320	\$ 470,762
Other Electric Revenue	691,000	568,583	82%	626,309	(57,726)
Reserve for Encumbrances	966,434	-	0%	-	-
Appropriated from Net Position	335,000	-	0%	-	-
Total Operating Revenues	43,744,002	37,225,665	85%	36,812,629	413,036
<b>Operating Expenses</b>					
Other Power Generation - Operation	90,000	63,452	71%	58,343	5,109
Other Power Generation - Maintenance	69,294	19,947	29%	79,406	(59,459)
Purchased Power	21,422,165	21,671,929	101%	18,489,264	3,182,665
Transmission - Operation	8,513,752	8,770,118	103%	7,517,081	1,253,037
Transmission - Maintenance	24,490	10,641	43%	2,941	7,700
Distribution - Operations	1,036,663	974,562	94%	922,166	52,396
Distribution - Maintenance	1,479,783	1,372,617	93%	1,059,050	313,567
Customer Service	616,227	526,312	85%	513,517	12,795
Administration & General - Operation	2,851,455	1,153,416	40%	1,056,691	96,725
Administration & General - Maintenance	239,539	180,150	75%	153,056	27,094
Depreciation	-	1,297,431	0%	1,248,694	48,737
Capital	3,661,548	1,555,122	42%	7,054,621	(5,499,499)
Contingency	579,086	-	0%	-	-
Total Operating Expenses	40,584,002	37,595,697	93%	38,154,830	(559,133)
<b>Income (loss) Before Transfers</b>	3,160,000	(370,032)		(1,342,201)	972,169
Transfers (Payment in Lieu of Taxes)	(3,160,000)	(3,160,000)	100%	(3,160,000)	-
<b>Income (loss)</b>	\$ -	\$ (3,530,032)		\$ (4,502,201)	\$ 972,169

**City of Salem, Virginia**  
**Water Fund**  
**Statement of Operations**  
**For Eleven Months Ending May 31, 2023**

<b>Operating Revenues</b>	<b>Current Year Budget</b>	<b>Current Year Year to Date</b>	<b>% of Budget</b>	<b>Prior Year Year to Date</b>	<b>Variance</b>
Services	\$ 7,400,000	\$ 6,477,437	88%	\$ 6,654,415	\$ (176,978)
Other Revenue	336,930	330,880	98%	355,240	(24,360)
Water Federal Grants Revenue	-	14,465	0%	-	14,465
ARPA Municipal Utility Funding	-	-	0%	8,355	(8,355)
Gain On Sale Of Assets	-	7,800	0%	40,107	(32,307)
Reserve for Encumbrances	2,911,772	-	0%	-	-
<b>Total Operating Revenues</b>	<b>10,648,702</b>	<b>6,830,582</b>	<b>64%</b>	<b>7,058,117</b>	<b>(227,535)</b>
<b>Operating Expenses</b>					
<i>Production</i>					
Salaries of Personnel	904,254	847,007	94%	799,718	47,289
Fringe Benefits	426,105	389,490	91%	359,568	29,922
Contractual Services	669,178	539,489	81%	472,203	67,286
Printing and Binding	2,500	565	23%	471	94
Advertising	1,000	-	0%	1,703	(1,703)
Utilities	421,200	367,044	87%	358,191	8,853
Communications	5,800	4,301	74%	3,970	331
Insurance	32,250	32,318	100%	28,174	4,144
Travel and Training	9,800	7,446	76%	5,659	1,787
Miscellaneous	63,106	73,185	116%	54,707	18,478
Materials and Supplies	260,390	196,887	76%	158,354	38,533
Depreciation	-	783,739	0%	783,715	24
Capital	1,049,178	872,677	83%	177,746	694,931
Contingency	18,781	-	0%	-	-
<b>Total Production Expenses</b>	<b>3,863,542</b>	<b>4,114,148</b>	<b>106%</b>	<b>3,204,179</b>	<b>909,969</b>
<i>Distribution</i>					
Salaries of Personnel	708,001	493,231	70%	468,913	24,318
Fringe Benefits	350,902	228,607	65%	220,528	8,079
Contractual Services	825,424	728,254	88%	603,538	124,716
Communications	4,950	4,449	90%	3,497	952
Insurance	24,500	29,734	121%	21,780	7,954
Lease/Rent of Equipment	2,000	1,555	78%	1,669	(114)
Travel and Training	8,300	3,099	37%	3,151	(52)
Miscellaneous	28,106	25,787	92%	21,876	3,911
Miscellaneous Credits	(240,000)	(272,959)	114%	(221,037)	(51,922)
Materials and Supplies	184,819	135,048	73%	132,679	2,369
Depreciation	-	99,834	0%	97,527	2,307
Capital	3,302,209	1,075,145	33%	173,253	901,892
Interest Obligations	1,471,020	250,088	17%	294,125	(44,037)
<b>Total Distribution Expenses</b>	<b>6,670,231</b>	<b>2,801,872</b>	<b>42%</b>	<b>1,821,499</b>	<b>980,373</b>
<b>Income (loss) Before Transfers</b>	<b>114,929</b>	<b>(85,438)</b>		<b>2,032,439</b>	<b>(2,117,877)</b>
Transfers (Payment in Lieu of taxes)	(114,929)	(142,708)	124%	(165,525)	22,817
<b>Income (loss)</b>	<b>\$ -</b>	<b>\$ (228,146)</b>		<b>\$ 1,866,914</b>	<b>\$ (2,095,060)</b>



**City of Salem, Virginia**  
**Sewer Fund**  
**Statement of Operations**  
**For Eleven Months Ending May 31, 2023**

<b>Operating Revenues</b>	<u>Current Year Budget</u>	<u>Current Year Year to Date</u>	<u>% of Budget</u>	<u>Prior Year Year to Date</u>	<u>Variance</u>
Services	\$ 6,997,000	\$ 6,235,517	89%	\$ 6,325,831	\$ (90,314)
Other Revenue	158,688	166,276	105%	141,329	24,947
ARPA Municipal Utility Funding	-	-	0%	7,082	(7,082)
Reserve for Encumbrances	913,062	-	0%	-	-
<b>Total Operating Revenues</b>	<u>8,068,750</u>	<u>6,401,793</u>	<u>79%</u>	<u>6,474,242</u>	<u>(72,449)</u>
<b>Operating Expenses</b>					
Salaries of Personnel	807,657	676,545	84%	607,448	69,097
Fringe Benefits	390,329	309,047	79%	266,703	42,344
Contractual Services	3,856,276	2,289,003	59%	2,369,905	(80,902)
Printing and Binding	1,500	144	10%	194	(50)
Advertising	1,500	-	0%	9,214	(9,214)
Utilities	4,500	3,683	82%	3,245	438
Communications	14,700	15,647	106%	14,708	939
Insurance	18,500	12,918	70%	11,874	1,044
Lease/Rent of Equipment	3,000	1,555	52%	1,669	(114)
Travel and Training	12,000	7,107	59%	5,817	1,290
Miscellaneous	40,106	33,263	83%	30,090	3,173
Miscellaneous Credits	(325,000)	(181,405)	56%	(158,135)	(23,270)
Materials and Supplies	76,234	55,572	73%	36,828	18,744
Depreciation	-	1,256,761	0%	1,256,015	746
Capital	1,094,908	161,614	15%	284,455	(122,841)
Interest Obligations	1,594,370	71,225	4%	93,304	(22,079)
Bond Costs	-	-	0%	34,961	(34,961)
Contingency	478,170	-	0%	-	-
<b>Total Operating Expenses</b>	<u>8,068,750</u>	<u>4,712,679</u>	<u>58%</u>	<u>4,868,295</u>	<u>(155,616)</u>
<b>Income (loss) before Transfers</b>	<u>-</u>	<u>1,689,114</u>		<u>1,605,947</u>	<u>83,167</u>
<b>Income (loss)</b>	<u>\$ -</u>	<u>\$ 1,689,114</u>		<u>\$ 1,605,947</u>	<u>\$ 83,167</u>

**City of Salem, Virginia**  
**Salem Civic Center**  
**Statement of Operations**  
**For Eleven Months Ending May 31, 2023**

<b>Operating Revenues</b>	<b>Current Year Budget</b>	<b>Current Year Year to Date</b>	<b>% of Budget</b>	<b>Prior Year Year to Date</b>	<b>Variance</b>
Shows/rentals	\$ 342,600	\$ 431,328	126%	\$ 355,756	\$ 75,572
Box office shows	1,453,000	1,674,255	115%	1,106,745	567,510
Catering and concessions	141,000	168,742	120%	138,954	29,788
Merchandise and commissions	155,500	212,096	136%	201,703	10,393
Static advertising	60,000	41,500	69%	41,867	(367)
Miscellaneous income	16,000	24,951	156%	14,496	10,455
Interest Income	-	616	0%	-	616
Salem Fair	598,000	536,021	90%	532,019	4,002
State Grants	154,800	-	0%	-	-
Reserve for encumbrances	33,068	-	0%	-	-
Appropriated from Net Position	150,000	-	0%	-	-
Shuttered Venue Operator Grant (SVOG)	-	-	0%	1,268,542	(1,268,542)
<b>Total Operating Revenues</b>	<b>3,103,968</b>	<b>3,089,509</b>	<b>100%</b>	<b>3,660,082</b>	<b>(570,573)</b>
<b>Operating Expenses</b>					
Salaries of personnel	1,266,277	1,126,087	89%	917,874	208,213
Fringe benefits	519,588	414,265	80%	353,079	61,186
Maintenance and contractual services	230,468	270,273	117%	209,251	61,022
Printing and binding	500	1,000	200%	116	884
Advertising	21,500	18,543	86%	22,125	(3,582)
Utilities	290,000	286,345	99%	272,594	13,751
Communications	13,900	11,038	79%	11,404	(366)
Insurance	28,000	30,924	110%	27,138	3,786
Leases and Rentals	3,200	1,885	59%	3,167	(1,282)
Travel and training	6,300	9,850	156%	4,450	5,400
Miscellaneous	87,203	86,329	99%	79,474	6,855
Show expense	1,340,000	1,728,640	129%	1,156,822	571,818
Fair expense	508,534	556,038	109%	524,446	31,592
Tournaments	-	-	0%	643	(643)
Materials and supplies	31,366	30,418	97%	25,536	4,882
Capital	366,300	60,408	16%	4,217	56,191
Depreciation	-	251,354	0%	259,585	(8,231)
<b>Total Operating Expenses</b>	<b>4,713,136</b>	<b>4,883,397</b>	<b>104%</b>	<b>3,871,921</b>	<b>1,011,476</b>
<b>Income (loss) Before Transfers</b>	<b>(1,609,168)</b>	<b>(1,793,888)</b>		<b>(211,839)</b>	<b>(1,582,049)</b>
Transfers	1,609,168	1,475,071	92%	1,520,904	(45,833)
<b>Income (loss)</b>	<b>\$ -</b>	<b>\$ (318,817)</b>		<b>\$ 1,309,065</b>	<b>\$ (1,627,882)</b>

**City of Salem, Virginia**  
**Salem Catering and Concessions**  
**Statement of Operations**  
**For Eleven Months Ending May 31, 2023**

<b>Operating Revenues:</b>	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Catering	\$ 440,396	\$ 654,860	149%	\$ 457,487	\$ 197,373
Concessions	116,927	162,736	139%	143,106	19,630
Moyer Concessions	-	-	0%	45,201	(45,201)
Salem High Concessions	7,200	8,268	115%	1,591	6,677
Total Operating Revenues	564,523	825,864	146%	647,385	178,479
<b>Operating Expenses:</b>					
<u>Catering</u>					
Salaries of personnel	269,656	210,733	78%	178,892	31,841
Fringe benefits	112,296	67,477	60%	54,145	13,332
Contractual services	5,719	9,049	158%	5,494	3,555
Printing and binding	300	325	108%	1,034	(709)
Laundry and Cleaning	2,500	-	0%	-	-
Communications	300	150	50%	141	9
Insurance	1,800	1,521	85%	1,740	(219)
Travel and training	-	30	0%	-	30
Miscellaneous	115,577	166,361	144%	130,500	35,861
Materials and supplies	139,165	212,032	152%	141,186	70,846
Depreciation	-	4,018	0%	4,018	-
Total Catering Expenses	647,313	671,696	104%	517,150	154,546
<u>Concessions</u>					
Salaries of Personnel	27,675	40,233	145%	43,193	(2,960)
Fringe Benefits	6,731	10,594	157%	7,658	2,936
Contractual services	-	13,484	0%	3,784	9,700
Miscellaneous	33,750	59,295	176%	51,516	7,779
Materials and Supplies	24,700	47,580	193%	39,994	7,586
Total Concessions Expenses	92,856	171,186	184%	146,145	25,041
<u>Moyer Concessions</u>					
Salaries of Personnel	-	-	0%	15,944	(15,944)
Fringe Benefits	-	-	0%	3,093	(3,093)
Contractual services	-	-	0%	2,294	(2,294)
Miscellaneous	-	-	0%	6,386	(6,386)
Materials and Supplies	-	-	0%	10,314	(10,314)
Total Moyer Expenses	-	-	0%	38,031	(38,031)
<u>Salem High Concessions</u>					
Salaries of Personnel	2,927	3,331	114%	901	2,430
Fringe Benefits	519	993	191%	108	885
Materials and Supplies	1,880	1,939	103%	1,196	743
Total Salem High Expenses	5,326	6,263	118%	2,205	4,058
<b>Income (loss) Before Transfers</b>	(180,972)	(23,281)		(56,146)	32,865
Transfers	180,972	-	0%	-	-
<b>Income (loss)</b>	\$ -	\$ (23,281)		\$ (56,146)	\$ 32,865

**City of Salem, Virginia**  
**Health Insurance Fund**  
**Statement of Revenues and Expenses**  
**For Ten Months Ending April 30, 2023**

	<b>Budget</b>	<b>Current Year Year to Date</b>	<b>Percent to Date</b>	<b>Prior Year Year to Date</b>	<b>Variance</b>
Beginning Net Position	\$ -	\$ 6,036,231		\$ 6,222,030	\$ (185,799)
Revenue					
Premiums Paid - City	5,562,500	4,653,946	84%	4,347,126	306,820
Premiums Paid - School	4,687,000	3,979,311	85%	3,742,469	236,842
Premiums Paid - Retirees	798,000	670,007	84%	724,994	(54,987)
Dental Premiums Paid	602,550	487,195	81%	494,335	(7,140)
Interest Earnings	23,000	229,204	997%	17,218	211,986
Miscellaneous	5,000	5,056	101%	5,346	(290)
Total Year to Date Revenues	11,678,050	10,024,719	86%	9,331,488	693,231
Expenses					
Health Claims	10,505,991	7,737,823	74%	8,180,948	(443,125)
Dental Claims	602,550	433,363	72%	443,552	(10,189)
Employee Health Clinic	469,311	329,588	70%	324,482	5,106
Consulting Services	95,348	70,053	73%	73,574	(3,521)
Miscellaneous	4,850	4,071	84%	3,817	254
Total Year to Date Expenses	11,678,050	8,574,898	73%	9,026,373	(451,475)
Ending Net Position	\$ -	\$ 7,486,052		\$ 6,527,145	\$ 958,907

City of Salem, Virginia  
Schedule of Deposits and Investments  
For Period Ending May 31, 2023

Schedule N

	Cash Value 5/31/2023	Net Change in Fair Value	Fair Value 5/31/2023	FV as a % of Portfolio
<b>Demand &amp; Time Deposits</b>				
Concentration Account	\$ 61,018,977	\$ -	\$ 61,018,977	34.4%
Payroll Account	10,133	-	10,133	0.0%
Revenue Recovery Account	4,807	-	4,807	0.0%
Utility Billing Account	32,423	-	32,423	0.0%
Box Office Account	647,055	-	647,055	0.4%
Held as Fiscal Agent of:				
Cardinal Academy	898,151	-	898,151	0.5%
Court Community Corrections	1,939,019	-	1,939,019	1.1%
Held on Behalf of:				
Economic Development Authority	513,537	-	513,537	0.3%
<b>Total Demand &amp; Time Deposits</b>	<u>65,064,102</u>	<u>-</u>	<u>65,064,102</u>	<u>36.7%</u>
<b>Investments</b>				
Local Government Investment Pool (LGIP)	101,718,160	-	101,718,160	57.3%
VA State Non-Arbitrage Program (SNAP)	10,695,456	-	10,695,456	6.0%
Held on Behalf of:				
Economic Development Authority LGIP	140,236	-	140,236	0.1%
<b>Total Investments</b>	<u>112,553,852</u>	<u>-</u>	<u>112,553,852</u>	<u>63.4%</u>
<b>Total Deposits and Investments</b>	<u><u>\$ 177,617,954</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 177,617,954</u></u>	<u><u>100.1%</u></u>

\* Extended Maturity

Item #5A  
Date; 6/26/2023

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

**MEETING DATE:** June 26, 2023

**AGENDA ITEM:** Second Reading of the Ordinance adopting the fiscal year 2023-2024 budget

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

**SUMMARY OF INFORMATION:**

The adoption of the FY 2023-2024 budget is being requested to fulfill our legal requirement of adopting and having a first and second reading of the adoption ordinance before July 1. Approval of the City budget is for informative and fiscal planning purposes only and does not actually commit or appropriate funds for expenditure. The commitment of funds will not occur until the approval of the second reading of the FY 2023-2024 appropriation ordinance. Attached are revisions to the proposed budget that was presented on April 5, 2023. Also attached is the ordinance adopting the fiscal year 2023-2024 budget for the City of Salem.

**STAFF RECOMMENDATION:**

Staff recommends approving the second reading of the 2023-2024 fiscal year budget adoption ordinance.



## General Fund Budget for FY2023-2024

<u>Revenue Budget Originally Presented</u>		\$ 108,692,471
10-012-0100-40200	Designation Of Beginning Fund Balance	105,000
10-012-0100-42030	Business License Tax	80,000
10-012-0100-45110	Interest Earnings	100,000
10-029-0100-48300	Victim Witness Grant - State	(9,333)
10-030-0100-48395	Police State Grants	12,026
<b>General Fund Revenue Budget-Adjusted</b>		<b>\$ 108,980,164</b>

<u>Expenditure Budget Originally Presented</u>		\$ 108,692,471
10-012-6100-59440	Transfer To School Board	900,000
10-012-8150-55677	Salem Economic Development Authority	(37,175)
10-012-9100-59410	Transfer To Capital Projects	(395,000)
10-012-9104-51850	Compensation Adjustment	1,000,000
10-012-9104-51900	Vacancy Savings	(500,000)
10-012-9107-55650	Valley Metro - Star Route	25,000
10-012-9110-59500	Contingency	38,868
10-029-2210-55800	Miscellaneous	9,333
10-029-2212-53500	Printing And Binding	(900)
10-029-2212-55530	Meals And Lodging	800
10-029-2212-56001	Office Supplies	(956)
10-029-2212-56014	Educational And Recreational Supplies	(8,277)
10-030-3140-55859	State Grants	1,000
10-032-3210-58004	Motor Vehicles And Equipment	(385,000)
10-070-7111-58001	Machinery And Equipment	(250,000)
10-070-7114-58001	Machinery And Equipment	(110,000)
<b>General Fund Expenditure Budget-Adjusted</b>		<b>\$ 108,980,164</b>

## Water Fund Budget for FY2023-2024

<u>Expense Budget Originally Presented</u>		\$ 8,158,220
51-051-0021-52700	Workers Compensation	(1,500)
51-051-0021-55308	General Liability Insurance	5,500
51-051-0021-59500	Contingency	5,000
51-051-0022-52700	Workers Compensation	500
51-051-0022-55308	General Liability Insurance	5,500
51-051-0022-55894	Equipment Rental Credit	(5,000)
51-051-0022-55895	Labor Credits	(10,000)
<b>Water Fund Expense Budget-Adjusted</b>		<b>\$ 8,158,220</b>

## Electric Fund Budget for FY2023-2024

<u>Expense Budget Originally Presented</u>		\$ 50,739,486
Various	Various Labor Accounts	308,735
54-054-0015-89201	Admin & General Salaries - Labor	(210,000)
54-054-0015-89993	Contingency	(98,735)
<b>Electric Fund Expense Budget-Adjusted</b>		<b>\$ 50,739,486</b>



Item #5B  
Date: 6/26/2023

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

**MEETING DATE:** June 26, 2023

**AGENDA ITEM:** Second Reading of the Ordinance to appropriate funds for the fiscal year 2023-2024 budget

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

**SUMMARY OF INFORMATION:**

The fiscal year 2023-2024 budget was presented to the Council on April 5, 2023 and advertised in the Salem Times Register on April 27, 2023 and May 4, 2023. A copy of the proposed budget was made available to the public on the City website <https://salemva.gov/214/Annual-Budgets>.

In addition to adopting the annual budget, the local government must also appropriate the funds. A first reading of the ordinance appropriating the funds for the fiscal year 2023-2024 budget was approved on June 12, 2023. This is the second reading of that ordinance.

**STAFF RECOMMENDATION:**

Staff recommends approval of the second reading of the fiscal year 2023-2024 budget appropriation ordinance.

AN ORDINANCE APPROPRIATING FUNDS FOR THE OPERATION OF THE CITY OF SALEM, VIRGINIA, FOR THE FISCAL YEAR BEGINNING JULY 1, 2023, AS AMENDED.

WHEREAS, this budget is in accordance with the provisions of Section 8.3 of the Charter of the City of Salem, and the applicable state laws; and

WHEREAS, noted in this budget is the following:

- The budget incorporates revenue increases in real estate, sales, business license, meals and lodging taxes and interest earnings
- The budget incorporates increases for full-time employees as recommended by the pay study.
- The General Fund budget includes \$4,250,720 for capital purchases and \$2,187,505 in reserve for any emergencies.
- Electric rates will change with an increase in the power cost adjustment from \$0.006291 per KWH to \$0.013126 per KWH in the proposed budget.

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

WHEREAS, in the opinion of Council an emergency exists, therefore, the fact of the existence of such emergency is hereby now declared to exist and this ordinance is so adopted and shall be in full force and effect on July 1, 2023.

NOW THEREFORE, be it ordained by the Council of the City of Salem, Virginia that the funds for operation of the City of Salem for the fiscal year beginning July 1, 2023 are hereby appropriated.

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/ Renee F. Turk  
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

**AGENDA ITEM:**

**Amendment to the Zoning Ordinance**

Hold public hearing and consider ordinance on first reading for the request of J S Salem LLC, contract purchaser, and the Trustees Faith Assembly of God, property owner, for rezoning the property of 500 block of White Street (Tax Map # 161 - 4 - 2) from RSF Residential Single-Family District to CBD Community Business District. (Advertised in the June 8 and 15 issues of the *Salem Times-Register*.) (Recommend approval with proffered condition, see page 5 of Planning Commission minutes.)

**SUBMITTED BY:**

Mary Ellen Wines, CZA CFM, Planning & Zoning Administrator

**SUMMARY OF INFORMATION:**

**SITE CHARACTERISTICS:**

Zoning: RSF Residential Single Family  
Land Use Plan Designation: Commercial  
Existing Use: Vacant  
Proposed Use: Parking lot – accessory to Invision Eye Care

The subject property is located at the 500 blk of White Street and consists of a 0.337 acre tract of land which currently possesses the RSF Residential Single Family zoning designation. The applicant is requesting a rezoning with proffered conditions of the property from RSF Residential Single Family to CBD Community Business District in order to allow for the construction of a parking lot which will accommodate Invision Eye Care located across the street. The proffered condition states that this property will only be utilized as a parking lot. This lot will be utilized for staff parking with the existing parking lot servicing customers.

If approved, the new parking lot would adhere to any applicable landscaping requirements, along with the required buffer yards, as prescribed by Section 106-402.3. of the zoning ordinance. These details would be addressed during the site plan review process.

The Future Land Use Map (FLUM) identifies this property as commercial, which is consistent with the proposed use of a parking lot.

**REQUIREMENTS:**

The proposal meets the requirements of Section 106-213.2. (B) Permitted uses in CBD.

**OPTIONS:**

1. Recommend approval of the request .
2. Recommend approval of the request with proffered conditions.
3. Recommend denial of the request.

City of Salem Community Development Application

Request for REZONING or CONDITIONAL REZONING

- AMENDED  
5.17-23

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

APPLICANT INFORMATION

Owner: TRUSTEES EARTH ASSEMBLY OF GOD  
Contact Name: JOHN FERGUSON  
Address: 125 W 4th ST / SALEM, VA 24153

Telephone No. 540-389-6734  
Fax No. N/A  
Email Address N/A

Applicant/Contract Purchaser: JS SALEM, LLC  
Contact Name: DR SCOTT MANN (ENVISION)  
Address: 101 WEST 4th ST / SALEM, VA 24153

Telephone No. 540-239-8877  
Fax No. N/A  
Email Address SCOTTMANN2020@gmail.com

PARCEL INFORMATION

For multiple parcels, please attach a page ☐

(Tax ID #'s) 161-4-2

Total Area (acres/square feet) 0.337 AC

Deed Book 91 Page 690

Current Zoning RSF -> CBD COMMUNITY BUSINESS

Subdivision PRESTON ADDN

Requested Zoning PD - RESIDENTIAL PROSPECTS - DISTRICT

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

Requested Use PROXIMITY FOR ENVISION M.F 8-6

500 BLK WHITE ST

Current Use VACANT FOR YEARS / EMPTY LOT

☐ Conditional Zoning Request: See Attached Proffer sheets

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

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

Signature [Signature]

Date 4-27-23

Print Name SCOTT MANN

Signature \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_

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

Name SCOTT MANN  
Address: 101 WEST 4th ST  
SALEM, VA 24153

Telephone No. 540-239-8877  
Fax No. N/A  
Email Address SCOTTMANN2020@gmail.com

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

### ACKNOWLEDGEMENT OF APPLICATION FEE PAYMENT PROCEDURE

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

Signature of applicant/authorized agent W. A. L. Date: 4-27-23

Print Name: SCOTT MANN

Signature of applicant/authorized agent Jon Gudeman Date: 4-27-23

Print Name: JON GUDEMAN

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

☒ Email SCOTTMANN2020@gmail.com ☐ Fax: N/A

#### 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? PARKING FOR INVESSON
2. Describe in detail the proposed use of the property. PARKING LOT FOR STAFF & DOCTORS OF INVESSON - LOCATED NEXT DOOR. THIS UNFOLDS OUR "BEST" PARKING SPOTS FOR PATIENTS.
3. List any sensitive environmental or unique features on the property. Are there any high voltage transmission lines, public utility lines, or others? NO
4. Is the subject property located within the Floodplain District? ☐ YES ☒ NO If yes, describe the proposed measures for meeting the standards of the Floodplain Ordinance. \_\_\_\_\_
5. Is the subject property listed as a historic structure or located within a historic district? ☐ YES ☒ NO If yes, describe the proposed measures for meeting the standards of the Department of Historic Resources. \_\_\_\_\_
6. Have you provided a conceptual plan of the proposed development, including general lot configurations and road locations? Are the proposed lot sizes compatible with existing parcel sizes in the area? NO DEVELOPMENT ANTICIPATED, JUST A PARKING AREA. EXPECTED 15-20 SPACES. SEE DRAFTS OF PARKING AREA ANTICIPATED.

PLEASE RESPOND FOR COMMERCIAL REZONING APPLICATIONS

1. What provisions will be made to ensure safe and adequate access to the subject property? STANDARD SITE ENGINEERING PLAN WILL ADDRESS APPROPRIATELY.
2. How will the traffic impact of this development be addressed? MINOR IMPACT, THE SAME LANE THAT WILL BE THERE PARK NEXT DOOR NOW. STREET TRAFFIC WILL BE SAFER WITH NO CARS ON SIDE OF 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? NO NEGATIVE IMPACTS ANTICIPATED. WE HAVE ON THE ADJACENT PROPERTY NOW.
4. What type of signage is proposed for the site? NONE NEEDED
5. Have architectural/building elevations been submitted with this application? N/A



TAX MAP NO.: 161-4-2

This document prepared by: SCOTT MAUN  
(NAME AND ADDRESS):

Return to: Office of Community Development  
21 South Bruffey Street  
Salem, Virginia 24153

101 W. 4th ST  
SALEM, VA 24153

### PROFFER STATEMENT

WHEREAS, SCOTT MAUN, JON GUBENAU dog JS SALEM, VA  
("the Owner(s)") is/are the owner(s) of certain real property known as

161-4-2 (property description/location) ("the Property") totaling approximately  
.337 acres, located in the City of Salem, Virginia which is more particularly described as follows:

500 BIK WHITE ST  
LTS 2 & 3 & PT LT 4 PRESTON ADDN  
DEED BOOK 91-698 (legal description or an attachment containing a legal  
description. Also include tax map #); and

WHEREAS, the Owner(s) has/have filed an application to rezone the Property from current  
zoning of RSF (current zoning) to CB0 Community Business District  
(proposed zoning), conditional, pursuant to the City of Salem Zoning Ordinance (the  
"Zoning Ordinance"); and

WHEREAS, the Owner desires to proffer to the City of Salem (the "City") certain conditions in  
connection with the development of the Property that will protect the City and its citizens, provide for  
the orderly development of the Property, and offset the impacts of development; and

WHEREAS, the below-listed proffers are designed and intended to mitigate impacts that have been  
identified; and

WHEREAS, the Owner certifies that all below-listed proffers are voluntary, reasonable, and directly  
related to the rezoning applied for; and

WHEREAS, the City is authorized to accept these proffers pursuant to the Code of Virginia, and  
the Zoning Ordinance; and

WHEREAS, in the event that there is any conflict between these proffers and the Zoning Ordinance,  
the conflict shall be resolved by the City's Zoning Administrator, subject to appeal to the Board of Zoning  
Appeals and the courts as provided by law; and

WHEREAS, these proffers shall be binding upon and shall inure to the benefit of the parties hereto,  
and their respective heirs, successors and assigns; and

WHEREAS, the Owner(s) acknowledges that impacts of development not offset by the below-listed  
proffers may be cause for denial of the rezoning request.

NOW, THEREFORE, the Owner(s) agrees to meet and comply with the following proffers in  
connection with the development of the Property should the Owner's application to rezone the property be  
approved:

PROFFERS

1. (proffer 1) WE ANTICIPATE THE LAND WOULD ONLY BE USED FOR PARKING, MON - FRI 8-6PM AT THIS TIME.
2. (proffer 2)
3. (proffer 3)
4. etc.

(Indicate if you intend the proffers to be offered as a group (i.e. "all or nothing". Otherwise, each will be considered to be individually offered for separate consideration by the City. The City does not have to accept proffers that are offered)

Once proffered and accepted as part of an amendment to the zoning ordinance, these conditions shall continue in full force and effect until a subsequent amendment changes the zoning on the property covered by these conditions; provided, however, that such conditions shall continue if the subsequent amendment is part of a comprehensive implementation of a new or substantially revised zoning ordinance.

WITNESS the following signature and seal:

By: [Signature]  
Owner ~~COURTNEY PURCHASER~~

COMMONWEALTH OF VIRGINIA CITY OF SALEM, to wit:

The foregoing instrument was acknowledged before me this 28th day of April, 2023

by [Signature]  
Owner



[Signature]  
Notary Public

My commission expires: April 30th, 2027

Acceptance:

The Proffers herein have been accepted as follows: ("All" or list specific proffers  
accepted)

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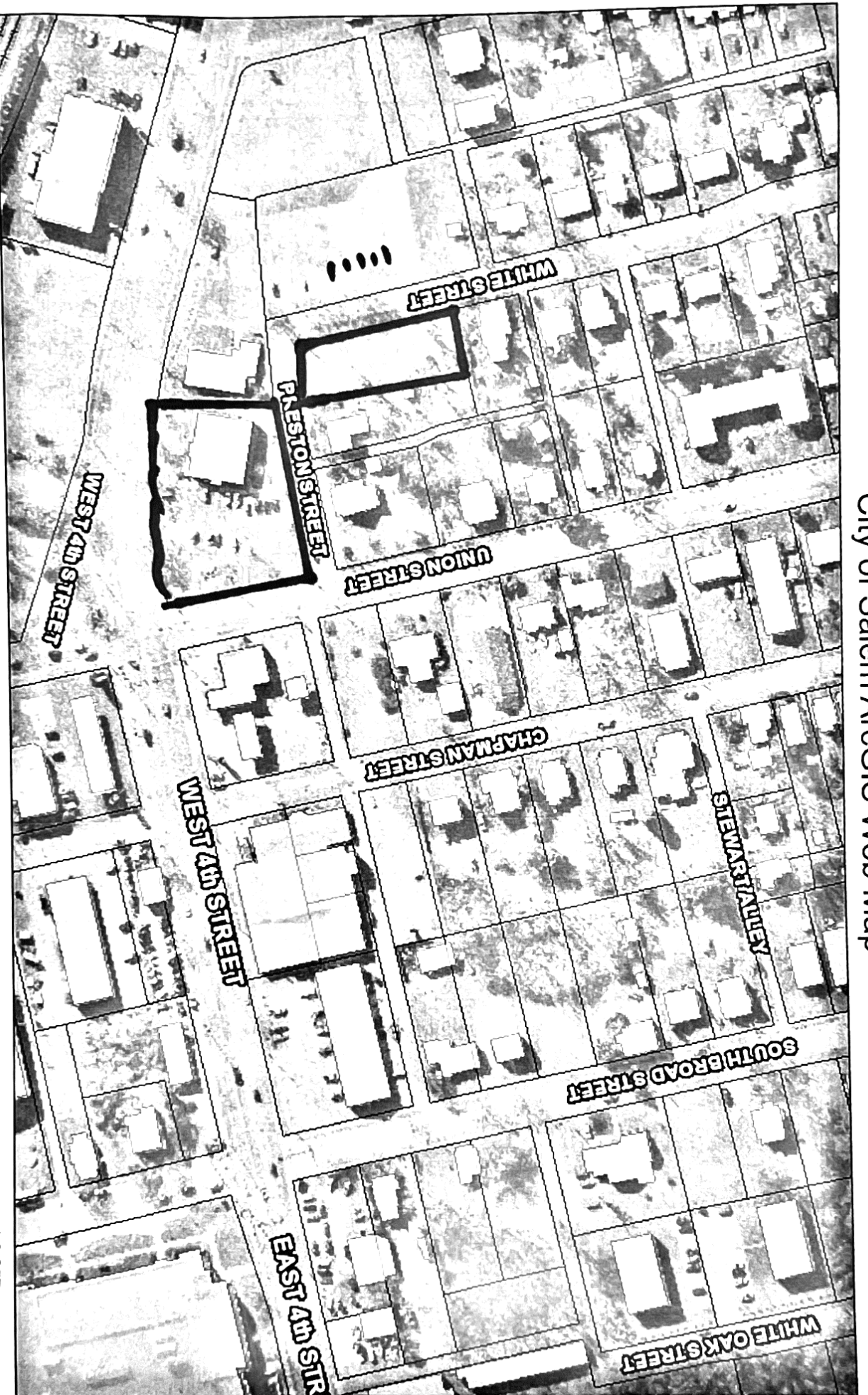
---

by action of the Council of the City of Salem on \_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Clerk of Council  
Salem, Virginia

# City of Salem ArcGIS Web Map



4/27/2023, 9:38:39 AM

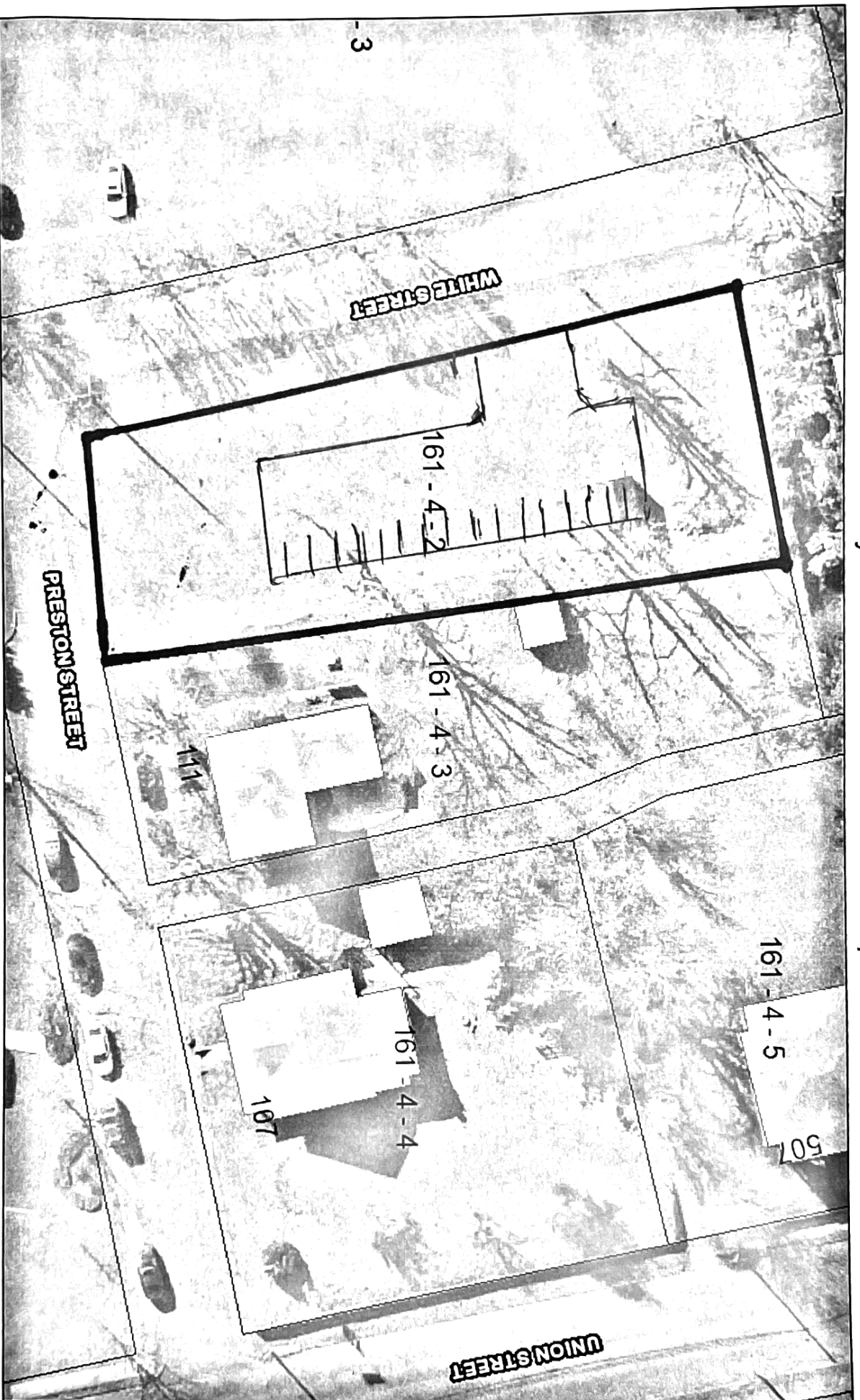
Parcels  
Buildings  
Railroads  
City Limits

2021 Aerials

Red: Band\_1  
Green: Band\_2  
Blue: Band\_3

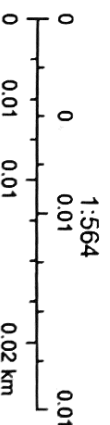
1:2,257  
0 0.01 0.03 0.06  
0 0.02 0.04 0.09 km

# City of Salem ArcGIS Web Map



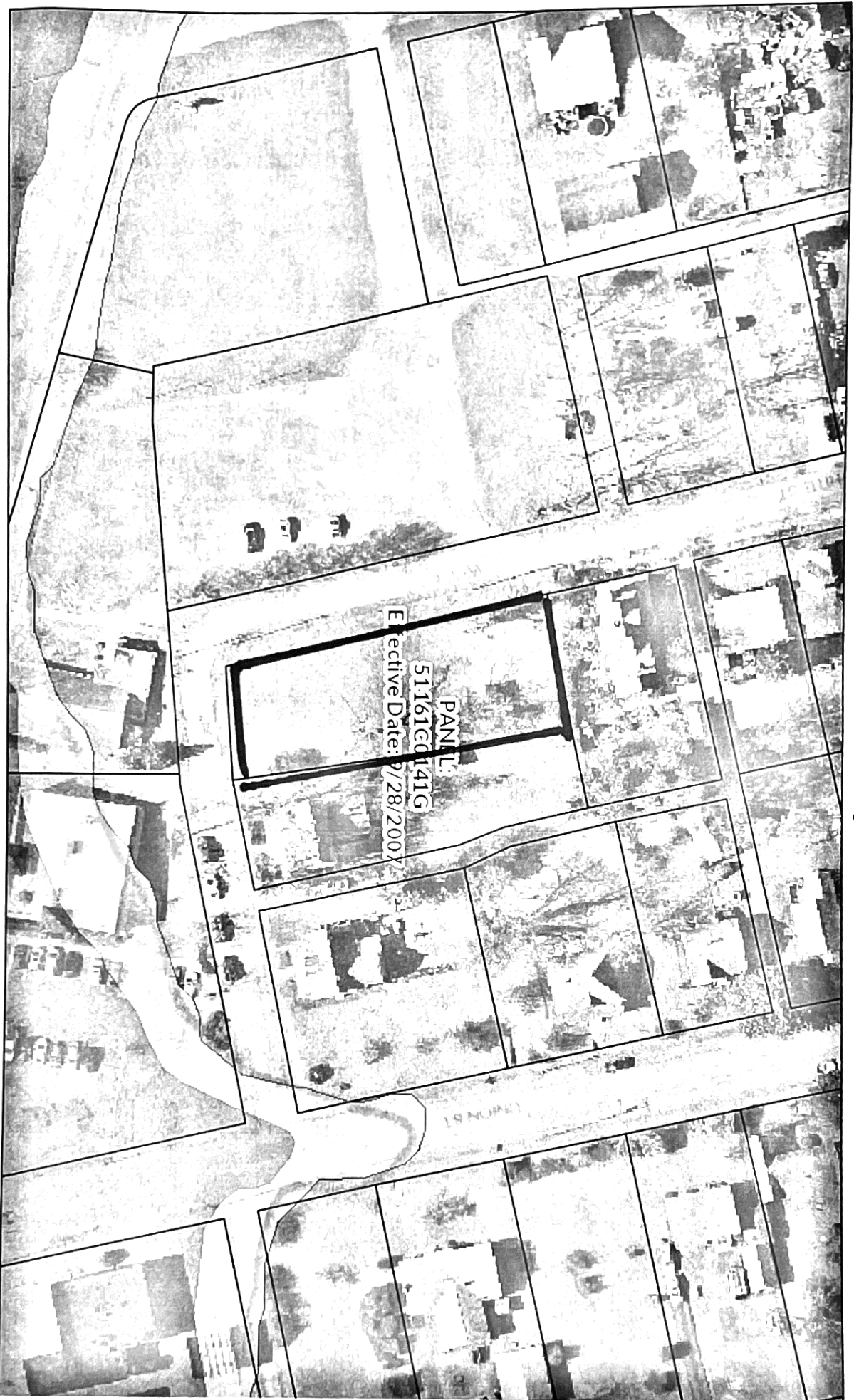
4/27/2023, 9:46:36 AM

- Parcels
- Buildings
- Railroads
- City Limits
- 2021 Aerials
- Red: Band\_1
- Green: Band\_2
- Blue: Band\_3





# Flood Zone Layer



4/27/2023, 2:25:04 PM

☐ Tax Parcels

☐ FIRM Panel

☒ FloodZone 2007

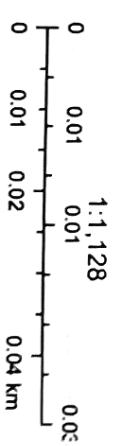
☒ Floodway

☐ 500 YEAR

☐ Base Flood Elevation

☒ AE - 100 YEAR

☒ Area Removed from FloodZone



VITA, West Virginia GIS, Esri, HERE, Garmin, INCREMENT P, USGS, USDA

TAX MAP NO.: 161-4-2

Return to: Office of Community Development  
21 South Bruffey Street  
Salem, Virginia 24153

This document prepared by:  
(NAME AND ADDRESS): SCOTT MAW

101 W 4TH ST  
SALEM, VA 24153

RECEIVED 6-15-23  
PROFFER STATEMENT

WHEREAS, SCOTT MAW & JAN GUDEMAN, OWNERS of T.S. SALEM, LLC  
("the Owner(s)") is/are the owner(s) of certain real property known as  
500 BLK WHITE ST (property description/location) ("the Property") totaling approximately  
.337 acres, located in the City of Salem, Virginia which is more particularly described as follows:  
SEE ATTACHED LEGAL DESCRIPTION, ALSO KNOWN AS, LOTS 223 AND PART  
LOT 4 PLESSON ADDITION  
TAX MAP # 161-4-2 (legal description or an attachment containing a legal  
description. Also include tax map #); and

WHEREAS, the Owner(s) has/have filed an application to rezone the Property from current  
zoning of RSF RESIDENTIAL SINGLE (current zoning) to (C)D, COMMUNITY BUSINESS DISTRICT  
(proposed zoning), conditional, pursuant to the City of Salem Zoning Ordinance (the  
"Zoning Ordinance"); and

WHEREAS, the Owner desires to proffer to the City of Salem (the "City") certain conditions in  
connection with the development of the Property that will protect the City and its citizens, provide for  
the orderly development of the Property, and offset the impacts of development; and

WHEREAS, the below-listed proffers are designed and intended to mitigate impacts that have been  
identified; and

WHEREAS, the Owner certifies that all below-listed proffers are voluntary, reasonable, and directly  
related to the rezoning applied for; and

WHEREAS, the City is authorized to accept these proffers pursuant to the Code of Virginia, and  
the Zoning Ordinance; and

WHEREAS, in the event that there is any conflict between these proffers and the Zoning Ordinance,  
the conflict shall be resolved by the City's Zoning Administrator, subject to appeal to the Board of Zoning  
Appeals and the courts as provided by law; and

WHEREAS, these proffers shall be binding upon and shall inure to the benefit of the parties hereto,  
and their respective heirs, successors and assigns; and

WHEREAS, the Owner(s) acknowledges that impacts of development not offset by the below-listed  
proffers may be cause for denial of the rezoning request.

NOW, THEREFORE, the Owner(s) agrees to meet and comply with the following proffers in  
connection with the development of the Property should the Owner's application to rezone the property be  
approved:

updated 6/15/23

PROFFERS

1. (proffer 1) The land will only be used for parking
2. (proffer 2)
3. (proffer 3)
4. etc.

(Indicate if you intend the proffers to be offered as a group (i.e. "all or nothing". Otherwise, each will be considered to be individually offered for separate consideration by the City. The City does not have to accept proffers that are offered)

Once proffered and accepted as part of an amendment to the zoning ordinance, these conditions shall continue in full force and effect until a subsequent amendment changes the zoning on the property covered by these conditions; provided, however, that such conditions shall continue if the subsequent amendment is part of a comprehensive implementation of a new or substantially revised zoning ordinance.

Scott Mann  
W. L. Mann  
Co-owner

WITNESS the following signature and seal:

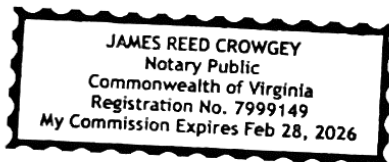
Jon Gudeman  
By: Jon Gudeman  
Co-Owner

COMMONWEALTH OF VIRGINIA CITY OF SALEM, to wit:

The foregoing instrument was acknowledged before me this 16 day of June, 2023

by Scott Mann & Jon Gudeman

Owner



J. Reed Crowgey  
Notary Public

My commission expires: Feb. 28, 2026



Acceptance:

The Proffers herein have been accepted as follows: ("All" or list specific proffers accepted)

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by action of the Council of the City of Salem on \_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Clerk of Council  
Salem, Virginia

BEGINNING at the point of intersection of the East line of White Street with the North line of Preston Street; thence from said point of BEGINNING and along and with the East line of White Street, N.  $12^{\circ} 19'$  W. 196.46 feet to a point, being corner to the Wheeling lot, as conveyed by deed recorded in Deed Book 549, page 11; thence along and with the South line of said Wheeling lot, N.  $81^{\circ} 06'$  E. 76.95 feet to a point; thence S.  $10^{\circ} 21'$  E. 196.17 feet to a point on the North line of Preston Street; thence along and with the said North line of Preston Street, S.  $81^{\circ} 06'$  W. 70.2 feet to the point of BEGINNING; and

Being the same property conveyed unto the parties of the first part by deed from W. B. Jones and Ima C. Jones, his wife, dated December 1, 1964 and of record in Deed Book 763, page 164 of the aforesaid Clerk's Office.

**Planning Commission Meeting**  
**MINUTES**  
**Wednesday, June 14, 2023, 7:00 PM**

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

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**WORK SESSION**

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**1. Call to Order**

A work session of the Planning Commission of the City of Salem, Virginia, was held in Council Chambers Conference Room, City Hall, 114 North Broad Street, Salem, Virginia, at 6:00 p.m. on June 14, 2023; there being the members of said Commission, to wit: Vicki G. Daulton, Chair; Denise P. King, Vice Chair; Reid Garst, Neil L. Conner, and Jackson Beamer; together with Mary Ellen Wines, Planning & Zoning Administrator; Maxwell Dillon, Planner; Charles E. Van Allman, Jr., Director of Community Development; and Jim H. Guynn, Jr., City Attorney; and the following business was transacted: Chair Daulton called the meeting to order at 6:06 p.m. and reported that this date, place and time had been set for the Commission to hold a work session.

**2. New Business**

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

1. 1617 West Main Street
2. 514 West Main Street
3. 500 block White Street

A discussion was held regarding the items on the June Agenda.

**B. Introduction of items on the July agenda**

1. 1201 Texas Street

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

**3. Adjournment**

Chair Daulton inquired if there were any other items for discussion and hearing none, adjourned the work session at 6:55 p.m.

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## REGULAR SESSION

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### 1. Call to Order

A regular meeting of the Planning Commission of the City of Salem, Virginia, was held after due and proper notice in the Council Chambers, City Hall, 114 North Broad Street, Salem, Virginia, at 7:00 p.m., on June 14, 2023. Notice of such hearing was published in the June 1 and 8, 2023, issues of the "Salem Times Register," a newspaper published and having general circulation in the City of Salem. All adjacent property owners were notified via the U. S. Postal Service.

The Commission, constituting a legal quorum, presided together with Jim H. Guynn, Jr., City Attorney; H. Robert Light, Assistant City Manager and Executive Secretary, ex officio member of said Commission, to wit; Mary Ellen Wines, Planning & Zoning Administrator; Charles E. Van Allman, Jr., Director of Community Development, and Maxwell Dillon, Planner, and the following business was transacted:

#### A. **Pledge of Allegiance**

### 2. Election of Officers

### 3. Consent Agenda

#### A. **Minutes**

Consider acceptance of the minutes from the May 10, 2023, work session and regular meeting.

Jackson Beamer motioned Consider acceptance of the May 10, 2023, work session and regular meeting minutes. Denise King seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

### 4. New Business

#### A. **Special Exception Permit**

Hold public hearing to consider the request of Joshua Davis, lessee, and Dallas Scaggs, Jr., and Paul Walrond, property owners, for the issuance of a special exception permit to allow for a pawn shop on the property located at 1617 West Main Street (Tax Map # 139 – 3 - 4).

Staff noted the following: The subject property located at 1617 West Main Street consists of a 0.246-acre tract of land shared with an additional address, 1619 West Main Street. This parcel possesses the HBD Highway Business District zoning designation and is comprised of a two-story building with commercial space on the ground floor and an apartment on the second floor. The apartment on the second floor has lost its “grandfathering” and will not be able to be utilized as a residential space. The

property has been vacant since its occupancy by Aberration Music. The applicant is requesting a Special Exception Permit be issued to allow for the operation of a pawn shop.

The Future Land Use Map (FLUM) identifies this area as commercial, which is consistent with the proposed development of a pawn shop.

If approved, the applicant will have to submit application to the police department for dealing precious metals, and ATF for dealing firearms.

Joshua Davis, 202 Baldrock Road, Roanoke, Virginia, appeared before the Commission and stated that he currently owns four pawn shops in Lexington, Culpepper, Harrisonburg, and Williamsburg, Virginia, and would like to operate one in Salem as well.

Vice Chair King asked what Mr. Davis plans to do with the building.

Mr. Davis stated that he plans to "take the edge off" of the building by placing some reclaimed wood around the sign band, and things to make the building look more presentable and appealing for people to come in shop.

Vice Chair King also asked what a commercial pawn shop entails.

Mr. Davis stated that he has been in finance the past 30 years and has semi-retired with this being his "pet" project; he comes from a commercial background and not the traditional mom and pop pawn shops you typically see. He stands behind everything sold--does things the "right way" and the locations are fully regulated by the ATF, etc. He has opened up over 250 retail locations in the past 20 years. He stated they are professionals.

Member Garst asked about any specialties offered for retail.

Mr. Davis stated that they offer jewelry, firearms, electronics, etc.

Vice Chair asked about the hours of operation.

Mr. Davis stated they would be open 10 a.m. to 6 p.m. five or six days a week depending on the market, with the store typically closed on Wednesdays.

Chair Daulton reiterated that the upstairs of the building could not be used as an apartment.

Mr. Davis stated that he will not be utilizing the upstairs; he will be using the entire ground floor only.

Member Beamer asked when he planned to open the business.

Mr. Davis stated that the AFT application typically takes 60 days, the up fit takes 30 days, and once the City has given its approval, he can get started so he feels it should be open in about 90 days.

Vice Chair King asked if he has had contact with Chief Crawley.

Mr. Davis stated that he will as part of the AFT application.

A discussion was held regarding the market area, who would run the store, etc.

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

Denise King motioned approve the request of Joshua Davis, lessee, and Dallas Scaggs, Jr., and Paul Walrond, property owners, for the issuance of a special exception permit to allow for a pawn shop on the property located at 1617 West Main Street (Tax Map # 139 – 3 - 4). Neil Conner seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

## **B. Special Exception Permit**

Hold public hearing to consider the request of Terry Steele, lessee, and Kieu Thi Thuy Do, property owner, for the issuance of a special exception permit to allow for personal service (barber shop) on the property located at 514 West Main Street (Tax Map # 123 – 3 - 5).

Staff noted the following:

The subject property located at 514 West Main Street consists of a 0.41-acre tract of land shared with two additional addresses, 506 and 510 West Main Street. This parcel possesses the RB Residential Business zoning designation, and the subject building was formerly occupied by a personal service before that business ceased operations several years ago. The applicant is requesting a Special Exception Permit be issued to allow for a barber shop. The current business plan consists of one barber with two salon chairs, with a potential staff expansion to two barbers in the future.

The Future Land Use Map (FLUM) identifies this area as mixed-use, which is consistent with the proposed development of a barber shop given structure of the existing buildings and the current character of the corridor.

Jerry Steele, 1620 McCauley Avenue, Salem, appeared before the Commission.

Vice Chair King asked if there would be a second barber.

Mr. Steele stated that there is a possibility, but he prefers to work alone.

Chair Daulton asked about parking.

Mr. Steele stated that he will park his vehicle behind the building and plans to remove the freestanding sign in front of the building to make access easier.

A discussion was held regarding parking on the lot.

Member Beamer asked if appointments or walk-ins would be offered.

Mr. Steele stated he would prefer walk-ins.

Chair Daulton asked what the hours of operation would be and when does he plan to open.

Mr. Steele stated that the hours would be 9 am to 4:30 pm Monday thru Friday, and 9 am to 12 noon on Saturdays. He anticipates being able to open August 1st.

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

Neil Conner motioned approve the request of Terry Steele, lessee, and Kieu Thi Thuy Do, property owner, for the issuance of a special exception permit to allow for personal service (barber shop) on the property located at 514 West Main Street (Tax Map # 123 – 3 - 5). Reid Garst seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

### **C. Amendment to the Zoning Ordinance**

Hold public hearing to consider the request of J S Salem LLC, contract purchaser, and the Trustees Faith Assembly of God, property owner, for rezoning the property of 500 block of White Street (Tax Map # 161 - 4 - 2) from RSF Residential Single-Family District to CBD Community Business District.

Staff noted the following: The subject property is located at the 500 blk of White Street and consists of a 0.337-acre tract of land which currently possesses the RSF Residential Single Family zoning designation. The applicant is requesting a rezoning with proffered conditions of the property from RSF Residential Single Family to CBD Community Business District in order to allow for the construction of a parking lot which will accommodate Invision Eye Care located across the street. The proffered condition states that this property will only be utilized as a parking lot. This lot will be utilized for staff parking with the existing parking lot servicing customers.

If approved, the new parking lot would adhere to any applicable landscaping requirements, along with the required buffer yards, as prescribed by Section 106-402.3. of the zoning ordinance. These details would be addressed during the site plan review process.

The Future Land Use Map (FLUM) identifies this property as commercial, which is consistent with the proposed use of a parking lot.

Scott Mann, 511 Walker Street, Radford, Virginia, appeared before the Commission on behalf of Invision. He stated that they are busy, and parking is difficult sometimes; therefore, they would like to save the best parking spaces for customers and have the employees park in the parcel in question.

Member Conner stated that the application states that you "anticipate" the lot to be used for parking and questioned if Mr. Mann would proffer that the lot would only be used for parking.

Mr. Mann stated that he would proffer that the land will be used for parking.

Vice Chair asked about the shed on the property.

John Goodman, 929 South College Avenue appeared before the Commission and stated that the shed on the property is the church's property and will likely be removed. He also stated that he and Mr. Mann

have spoken with the adjacent property owners to make them aware of their intentions, and they were not opposed to the request and would prefer to see a parking lot instead of any other development on the property.

Member Jackson asked if there will be curb and guttering involved.

Mr. Van Allman stated that everything in that nature will be addressed during the site plan review process.

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

Neil Conner motioned approve the request of J S Salem LLC, contract purchaser, and the Trustees Faith Assembly of God, property owner, for rezoning the property of 500 block of White Street (Tax Map # 161 - 4 - 2) from RSF Residential Single-Family District to CBD Community Business District. Jackson Beamer seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

## **5. Adjournment**

Having no other items before the Commission, on motion by Member Garst the meeting was adjourned at 7:26 p.m.

City Council meeting, June 26, 2023, 6:30 p.m.

Council Chambers, City Hall, 114 North Broad Street



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

**PLANNING COMMISSION  
JUNE 14, 2023**

**ITEM #**

This is to certify that I mailed letters in reference to the rezoning request of JS Salem, LLC, contract purchaser, and the Trustees Faith Assembly of God, property owners for rezoning the property of 500 Blk White Street (Tax Map # 161-4-2), from RSF Residential Single-Family District to CBD Community Business District, to the following property owners and adjacent property owners on May 26, 2023, in the 2:00 p.m. mail:

TRS FAITH ASSEMBLY OF GOD  
P O BOX 1025  
SALEM VA 24153

GEORGE RAY SNOW  
P O BOX 338  
SALEM VA 24153

BARBARA BUCKNER BEHRENS  
502 WHITE ST  
SALEM VA 24153

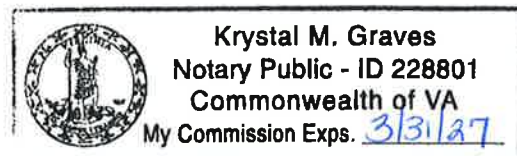
JS SALEM LLC  
C/O INVISION  
101 W 4<sup>TH</sup> ST  
SALEM VA 24153

Signed *Loretta L. Prillaman* Date *5/26/2023*

City of Salem  
Commonwealth of Virginia

The foregoing instrument was acknowledged before me this *26<sup>TH</sup>* day of *May*, 20*23* by  
*Loretta L. Prillaman*

*Krystal M. Graves*  
Notary Public  
My commission expires: *March 31, 2027*





**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:**

JS Salem, LLC, contract purchaser, and the Trustees Faith Assembly of God, property owner

**Location of Property:**

500 Blk Union Street (Tax Map # 161-4-2)

**Purpose of Request:**

To rezone the property located at 500 Blk Union Street, (Tax Map # 161-4-2) from RSF Residential Single-Family District to CBD Community Business District.

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

**WEDNESDAY, JUNE 14, 2023 – 7 P.M.  
COUNCIL CHAMBERS, FIRST FLOOR, SALEM CITY HALL  
114 NORTH BROAD STREET, SALEM, VIRGINIA**

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

**MONDAY, JUNE 26, 2023 – 6:30 P.M.  
COUNCIL CHAMBERS, FIRST FLOOR, SALEM CITY HALL  
114 NORTH BROAD STREET, SALEM, VIRGINIA**

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

James E. Taliaferro, II  
Executive Secretary  
Planning Commission



May 26, 2023

Trustees, Faith Assembly of God  
P O box 1025  
Salem, VA 24153

RE: Petition For Zoning Amendment (Rezoning)  
500 Blk White Street  
Tax Map # 161-4-2

To Whom It May Concern:

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

**Wednesday, June 14, 2023**  
**at 7:00 p.m.** in the

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

**AND**

Salem City Council on:

**Monday, June 26, 2023**  
**at 6:30 p.m.** in the

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

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

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

Sincerely,

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



May 26, 2023

JS Salem LLC  
c/o Invision  
101 W 4<sup>th</sup> Street  
Salem, VA 24153

RE: Petition For Zoning Amendment (Rezoning)  
500 Blk White Street  
Tax Map # 161-4-2

To Whom It May Concern:

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

**Wednesday, June 14, 2023**  
**at 7:00 p.m.** in the

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

**AND**

Salem City Council on:

**Monday, June 26, 2023**  
**at 6:30 p.m.** in the

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

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

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

Sincerely,

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

05/01/2023

RECEIVED FROM

## DESCRIPTION

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

**CASHIER**  
Loretta Prillaman

[illegible]





# Marketplace

The Fincastle Herald • The Vinton Messenger • The New Castle Record • Salem Times-Register • News-Messenger • RADFORD News Journal

## Yard Sales - Botetourt County

**Treasure Hunt Sale**  
**Troutville**  
**Assembly of God**  
 118 Conner Lane  
 June 10, 2023  
 8 am-2pm  
 Rain or Shine  
 Handmade Crafts  
 Baby & Toddler clothes  
 Baby Items & Toys  
 Household Items  
 Bake Sale  
 FOOD  
 Hot dogs, chili, fixings,  
 Chips, Petros & drinks

## miscellaneous

**Chief Specialist - ERP Solution Design sought by TMEIC CORPORATION AMERICAS in Roanoke, VA.** to provide technical leadership for the architecture, design, development, implementation, & QA of ERP solutions. Availability to travel domestically & internationally, less than 5% of the time, w/ limited notice. Telecommuting allowed. Min Req BS deg in Comp Engg or related field or foreign equiv. 15 yrs of exp in IT systems analysis & business processes, including design & deployment of enterprise applications through project life cycles. 10 yrs of exp design, testing & implement ERP systems. Expertise in Oracle eBusiness Suite Applications configuration in a project-oriented environment. Knowl in the underlying architecture of Oracle ERP applications platform. Expertise working w/ Oracle ERP applications providing functional & technical solutions in multiple modules incl Project Acctg, AP, AR, Field Service, & General Ledger modules. Expertise w/ application tiers, effective coding practices, & web/application servers. Proficiency in MS Office. Send resume to recruitment@tmeic.com Ref #202301

## General Information

**Piedmont Pentecostal Holiness Church**  
 Sunday morning service  
 11am 5007 Jewell Dr.  
 Shawsville Va. Pastor Tim Clyburn. 8 miles from Shawsville rt 460, on Alleghany Spring Rd.

## Legals - Botetourt County

### TRUSTEE'S SALE OF 201 CULPEPPER AVE, BUCHANAN, VA 24066.

In execution of a certain Deed of Trust dated January 5, 2011, in the original principal amount of \$92,000.00 recorded in the Clerk's Office, Circuit Court for Botetourt County, Virginia as Instrument No. 110000138. The undersigned Substitute Trustee will offer for sale at public auction in the front of the Circuit Court building for Botetourt County, Main Street, Fincastle, VA 24090 on July 3, 2023, at 12:00 PM, the property described in said Deed of Trust, located at the above address, and more particularly described as follows: LOCATED IN THE COUNTY OF BOTETOURT, STATE OF VIRGINIA: BEING LOT NO. 4 AND THE WESTERN ONE-HALF OF LOT NO. 5, BLOCK 204, AS SHOWN ON THE MAP OF THE BUCHANAN REALTY COMPANY, INC., RECORDED IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF BOTETOURT COUNTY, VIRGINIA, IN PLAT BOOK NO. 2, AT PAGE 11. TERMS OF SALE: ALL CASH. A bidder's deposit of ten percent (10%) of the sale price or ten percent (10%) of the original principal balance of the subject Deed of Trust, whichever is lower, in the form of cash or certified funds payable to the Substitute Trustee must be present at the time of the sale. The balance of the purchase price will be due within fifteen (15) days of sale, otherwise Purchaser's deposit may be forfeited to Trustee. Time is of the essence. If the sale is set aside for any reason, the Purchaser at the sale shall be entitled to a return of the deposit paid. The Purchaser may, if provided by the terms of the Trustee's Memorandum of Foreclosure Sale, be entitled to a \$50 cancellation fee from the Substitute Trustee, but shall have no further recourse against the Mortgagee, the Mortgagee's attorney, A form copy of the Trustee's memorandum of foreclosure sale and contract to purchase real property is available for viewing at www.bwwsales.com. Additional terms, if any, to be announced at the sale and the Purchaser may be given the option to execute the contract of sale electronically. This is a communication from a debt collector and any information obtained will be used for that purpose. The sale is subject to seller confirmation. Substitute Trustee: Equity Trustees, LLC, 8100 Three Chopt Road, Suite 240, Richmond, VA 23229. For more information contact: BWW Law Group, LLC, attorneys for Equity Trustees, LLC, 6003 Executive Blvd, Suite 101, Rockville, MD 20852, 301-961-6555, website: www.bwwsales.com. VA-208643-6.

## Legals - Botetourt County

terms of the Trustee's Memorandum of Foreclosure Sale, be entitled to a \$50 cancellation fee from the Substitute Trustee, but shall have no further recourse against the Mortgagee, the Mortgagee's attorney, A form copy of the Trustee's memorandum of foreclosure sale and contract to purchase real property is available for viewing at www.bwwsales.com. Additional terms, if any, to be announced at the sale and the Purchaser may be given the option to execute the contract of sale electronically. This is a communication from a debt collector and any information obtained will be used for that purpose. The sale is subject to seller confirmation. Substitute Trustee: Equity Trustees, LLC, 8100 Three Chopt Road, Suite 240, Richmond, VA 23229. For more information contact: BWW Law Group, LLC, attorneys for Equity Trustees, LLC, 6003 Executive Blvd, Suite 101, Rockville, MD 20852, 301-961-6555, website: www.bwwsales.com. VA-356503-1.

### TRUSTEE'S SALE OF 17 KNOLLWOOD DRIVE, TROUTVILLE, VA 24175.

In execution of a certain Deed of Trust dated August 1, 2003, in the original principal amount of \$111,000.00 recorded in the Clerk's Office, Circuit Court for Botetourt County, Virginia, in Book 0000 at Page 0167 as Instrument No. 0307051. The undersigned Substitute Trustee will offer for sale at public auction in the front of the Circuit Court building for Botetourt County, Main Street, Fincastle, VA 24090 on July 3, 2023, at 12:00 PM, the property described in said Deed of Trust, located at the above address, and more particularly described as follows: ALL THAT CERTAIN TRACT OR PARCEL OF LAND SITUATE, LYING AND BEING IN THE COUNTY OF BOTETOURT, STATE OF VIRGINIA, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS, TO-WIT: LOT 1, BLOCK 1, ACCORDING TO THE MAP OF SECTION 1, KNOLLWOOD, MADE BY T.P. PARKER AND SON, ENGINEERS AND SURVEYORS, DATED FEBRUARY 2, 1973, OF RECORD IN THE CLERK'S OFFICE OF THE CIRCUIT COURT FOR BOTETOURT COUNTY, VIRGINIA, IN PLAT BOOK 7, PAGE 76. TERMS OF SALE: ALL CASH. A bidder's deposit of ten percent (10%) of the sale price or ten percent (10%) of the original principal balance of the subject Deed of Trust, whichever is lower, in the form of cash or certified funds payable to the Substitute Trustee must be present at the time of the sale. The balance of the purchase price will be due within fifteen (15) days of sale, otherwise Purchaser's deposit may be forfeited to Trustee. Time is of the essence. If the sale is set aside for any reason, the Purchaser at the sale shall be entitled to a return of the deposit paid. The Purchaser may, if provided by the terms of the Trustee's Memorandum of Foreclosure Sale, be entitled to a \$50 cancellation fee from the Substitute Trustee, but shall have no further recourse against the Mortgagee, the Mortgagee's attorney, A form copy of the Trustee's memorandum of foreclosure sale and contract to purchase real property is available for viewing at www.bwwsales.com. Additional terms, if any, to be announced at the sale and the Purchaser may be given the option to execute the contract of sale electronically. This is a communication from a debt collector and any information obtained will be used for that purpose. The sale is subject to seller confirmation. Substitute Trustee: Equity Trustees, LLC, 8100 Three Chopt Road, Suite 240, Richmond, VA 23229. For more information contact: BWW Law Group, LLC, attorneys for Equity Trustees, LLC, 6003 Executive Blvd, Suite 101, Rockville, MD 20852, 301-961-6555, website: www.bwwsales.com. VA-208643-6.

## Legals - Botetourt County

### TRUSTEES SALE OF 392 FIELDS AVE, BLUE RIDGE, VA 24064

In execution of a Deed of Trust in the original principal amount of \$61,128.90, with an annual interest rate of 7.590000% dated April 23, 2002, recorded among the land records of the Circuit Court for the County of Botetourt as Deed Instrument Number 0203585, the undersigned appointed Substitute Trustee will offer for sale at public auction all that property located in the County of Botetourt, at the front of the Circuit Court building for the County of Botetourt located on Main Street, Fincastle, Virginia on July 12, 2023 at 3:00 PM, the property with improvements to wit: FORREST ADD 5 THRU 8 IN C Tax Map No. 103B(1) BK C 5-8 THIS COMMUNICATION IS FROM A DEBT COLLECTOR. TERMS OF SALE: ALL CASH. A bidder's deposit of 10% of the sale price, will be required in cash, certified or cashier's check. Settlement within fifteen (15) days of sale, otherwise Trustees may forfeit deposit. Additional terms to be announced at sale. Loan type: Conventional. Reference Number 23-293531. PROFESSIONAL FORECLOSURE CORPORATION OF VIRGINIA, Substitute Trustee, C/O LOGS LEGAL GROUP LLP, 10021 Balls Ford Road, Suite 200, Manassas, Virginia 20109 (703) 449-5800.

Publishing Dates: May 10, 2023, June 7, 2023, and June 14, 2023.

## Legals - City of Salem

### Order of Publication

Commonwealth of Virginia VA Code§§ 1-211.1; 8.01-316.20-104  
 Case No. CL23000635-00  
 ROANOKE COUNTY CIRCUIT COURT, 305 EAST MAIN ST, SALEM VIRGINIA 24153  
 Commonwealth of Virginia, in re OLDSOHN, HUDSON LEE DAVID v. LOVE, HUDSON LEE DAVID  
 The object of this suit is to: NAME CHANGE OF MINOR. IT IS ORDERED that MICHAEL LEE OLDSOHN appear at the above-named court and protect his/her interests on or before JULY 6, 2023 @ 11:00 AM.  
 MAY 16, 2023  
 BENJAMIN GUERRANT, DEPUTY CLERK

### Notice is hereby given to all interested persons

that the Council of the City of Salem, at its regular meeting on Monday, June 26, 2023, at 6:30 p.m., in the Council Chambers of City Hall, 114 N. Broad Street, in the City of Salem, Virginia, will hold a public hearing, pursuant to Sections 15.2-2204 and 15.2-2285 of the Code of Virginia, as amended, to consider approval of the following requests relative to the CODE OF THE CITY OF SALEM, VIRGINIA:

1. The request of Joshua Davis, lessee, and Dallas Scaggs, Jr., and Paul Walrond, property owners, for the issuance of a special exception permit to allow for a pawn shop on the property located at 1617 West Main Street (Tax Map # 139 - 3 - 4).
2. The request of Terry Steele, lessee, and Kieu Thi Thuy Do, property owner, for the issuance of a special exception permit to allow for personal service (barber shop) on the property located at 514 West Main Street (Tax Map # 123 - 3 - 5).
3. The request of J S Salem LLC, contract purchaser, and the Trustees Faith Assembly of God, property owner, for rezoning the property of 500 block of White Street (Tax Map # 161 - 4 - 2) from RSF Residential Single-Family District to CBD Community Business District.

## Legals - City of Salem

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 is hereby given to all interested persons

that the City of Salem Planning Commission, at its regular meeting on June 14, 2023, at 7:00 p.m., in the Council Chambers of City Hall, 114 N. Broad Street, in the City of Salem, Virginia, will hold a public hearing, pursuant to Sections 15.2-2204 and 15.2-2285 of the Code of Virginia, as amended, to consider approval of the following requests relative to the CODE OF THE CITY OF SALEM, VIRGINIA:

1. The request of Joshua Davis, lessee, and Dallas Scaggs, Jr., and Paul Walrond, property owners, for the issuance of a special exception permit to allow for a pawn shop on the property located at 1617 West Main Street (Tax Map # 139 - 3 - 4).
2. The request of Terry Steele, lessee, and Kieu Thi Thuy Do, property owner, for the issuance of a special exception permit to allow for personal service (barber shop) on the property located at 514 West Main Street (Tax Map # 123 - 3 - 5).
3. The request of J S Salem LLC, contract purchaser, and the Trustees Faith Assembly of God, property owner, for rezoning the property of 500 block of White Street (Tax Map # 161 - 4 - 2) from RSF Residential Single-Family District to CBD Community Business District.

### Legals - Montgomery County

### Order of Publication

Commonwealth of Virginia VA Code§§ 1-211.1; 8.01-316.20-104  
 Case No. CL23000949-00  
 MONTGOMERY COUNTY CIRCUIT COURT, 55 EAST MAIN STREET, SUITE 1, CHRISTIANSBURG, VA 24073  
 Commonwealth of Virginia, in re MAKALA ANN POFF v. COMMONWEALTH OF VIRGINIA

The object of this suit is to: NAME CHANGE OF A MINOR: CAIDEN LEE HAMBRICK IT IS ORDERED that BRANDON SCOTT appear at the above-named court and protect his/her interests on or before JULY 24, 2023.  
 MAY 25, 2023  
 K. MIKE FLEENOR, JR., JUDGE  
 TIFFANY M. COUCH, CLERK

### STATEWIDE ADS

### AUCTIONS

Real Estate Auction: 442+/- Acres offered in 8 Tracts located in Monroe County, WV. Perfect mountain getaway with 3 homes on the property. Pasture and wooded land, abundant wildlife. Breathtaking views. Farm and timber trails throughout. Auction held at Peterstown Middle School on June 29 at 1 PM. 5% Buyer's Premium. 2% Broker Participation Offered. For details visit woltz.com or call Woltz & Associates, Inc. Real Estate Brokers & Auctioneers 800-551-3588. (WVAl 11000)

### ATTN. AUCTIONEERS:

Advertise your upcoming auctions statewide and in other states. Affordable Print and Digital Solutions reaching your target audiences. Call this paper or Landon Clark at Virginia Press Services 804-521-7576, landonclark@vps.net

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Eliminate gutter cleaning forever! LeafFilter, the most advanced debris-blocking gutter protection. Schedule a FREE LeafFilter estimate today. 15% off Entire Purchase. 10% Senior & Military Discounts. Call 1-877-614-6667

## Legals - City of Salem

### 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 June 22, 2023, at 4:00 p.m. in the Council Chambers of City Hall, 114 North Broadway Street, in the City of Salem, Virginia, to consider the following applications:

- Request of Jeffrey M. & Kathleen A. Shelton, property owners, for a variance from Section 106-202.3(B)(1), minimum setback requirements, of the Code of the City of Salem, to allow the construction of a pergola/future sunroom addition in the rear yard of 2113 Mountain Avenue (Tax Map # 213-3-1) Section 106-202.3(B)(1) states that the rear setback shall be twenty-five feet (25'). The petitioner is therefore requesting a variance of five (5) feet of rear setback. 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

### Legals - Montgomery County

### Order of Publication

Commonwealth of Virginia VA Code§§ 1-211.1; 8.01-316.20-104  
 Case No. CL23000949-00  
 MONTGOMERY COUNTY CIRCUIT COURT, 55 EAST MAIN STREET, SUITE 1, CHRISTIANSBURG, VA 24073  
 Commonwealth of Virginia, in re MAKALA ANN POFF v. COMMONWEALTH OF VIRGINIA

The object of this suit is to: NAME CHANGE OF A MINOR: CAIDEN LEE HAMBRICK IT IS ORDERED that BRANDON SCOTT appear at the above-named court and protect his/her interests on or before JULY 24, 2023.  
 MAY 25, 2023  
 K. MIKE FLEENOR, JR., JUDGE  
 TIFFANY M. COUCH, CLERK

### STATEWIDE ADS

### AUCTIONS

Real Estate Auction: 442+/- Acres offered in 8 Tracts located in Monroe County, WV. Perfect mountain getaway with 3 homes on the property. Pasture and wooded land, abundant wildlife. Breathtaking views. Farm and timber trails throughout. Auction held at Peterstown Middle School on June 29 at 1 PM. 5% Buyer's Premium. 2% Broker Participation Offered. For details visit woltz.com or call Woltz & Associates, Inc. Real Estate Brokers & Auctioneers 800-551-3588. (WVAl 11000)

### ATTN. AUCTIONEERS:

Advertise your upcoming auctions statewide and in other states. Affordable Print and Digital Solutions reaching your target audiences. Call this paper or Landon Clark at Virginia Press Services 804-521-7576, landonclark@vps.net

### HOME IMPROVEMENT

Now Offering Financing! Ronnie Jenkins II Windows, Sliding, Roofing and Gutters! FREE Estimates! Call 804-739-8207 for More Details! American Made Products!

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### GENERAC Standby Generators

provide backup power during utility power outages, so your home and family stay safe and comfortable. Prepare now. Free 7-year extended warranty (\$695 value). Request a free quote today! Call for additional terms and conditions. 1-877-636-0738

The Generac PWRcell, a solar plus battery storage system. SAVE money, reduce your reliance on the grid, prepare for power outages and power your home. Full installation services available. \$0 Down Financing Option. Request a FREE, no obligation, quote today. Call 1-833-688-1378

## STATEWIDE ADS

available. Guaranteed to last a lifetime! Limited Time Offer - \$500 Discount + Additional 10% off install (for military, health workers & 1st responders.) Call Eric Metal Roofs 1-844-902-4611

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Walk-in Tub. Comprehensive lifetime warranty. Top of the line installation and service. Now featuring our FREE shower package and \$1600 OFF for a limited time! Call today! Financing available. Call Safe Step 1-877-591-9950

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for as little as \$149/month! BCI Bath & Shower. Many options available. Quality materials & professional installation. Senior & Military Discounts Available. Limited Time Offer: FREE virtual in-home consultation now and SAVE 15%! Call Today! 1-844-945-1631

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OFFER EXPIRES 6/30/2023

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**BCI BATH & SHOWER**

CALL NOW (844) 945-1631

**Make the smart and ONLY CHOICE when tackling your roof!**

**FREE ESTIMATE**

**1.844.902.4611**

**Eric Metal Roofs**

Limited Time Offer! SAVE 60% OFF IN CASE OF INSTALLATION THIS IS NOT A USUAL OFFER. 10% OFF Natural value to many people who are not roofers.

## Premier Land Auction

Fri, Jun. 23 at 12:30pm next to Post Office at 14211 Moneta Rd, Moneta, VA

## Beautiful 129 Acres near Smith Mountain Lake

Bedford Co. Scenic estate or development tract on Rt.122 between the library and post office just 3mi from Smith Mountain Lake. Details online. Details at TRFAuctions.com | 434.847.7741 | VAA5501

## GENERAC

### Prepare for power outages today

WITH A HOME STANDBY GENERATOR

\$0 MONEY DOWN • LOW MONTHLY PAYMENT OPTIONS

Contract a Dealer for full terms and conditions.

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CALL YOUR GENERAC DEALER TODAY FOR A FREE QUOTE

**(844) 947-1479**

### FREE 7-Year Extended Warranty\*

- A \$695 Value!

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### BEFORE LEAF FILTER

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YOUR FINANCIAL PURCHASE. STAYS IN THE USA. FINANCING THAT FITS YOUR BUDGET! FREE GUTTER ALIGNMENT • FREE GUTTER CLEANING!

CALL US TODAY FOR A FREE ESTIMATE

**1-877-614-6667**

## STATEWIDE ADS

\$475+\$86 court cost. WILLIS \$295.00. No court appearance. Estimated completion time twenty-one days. Hilton Oliver Attorney (Face book) 757-490-0126. Se Habla Espanol 888 Member. https://hiltonoliverattorneyva.com.

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### Make the smart and ONLY CHOICE when tackling your roof!

**FREE ESTIMATE**

**1.844.902.4611**

**Eric Metal Roofs**

Limited Time Offer! SAVE 60% OFF IN CASE OF INSTALLATION THIS IS NOT A USUAL OFFER. 10% OFF Natural value to many people who are not roofers.

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Fri, Jun. 23 at 12:30pm next to Post Office at 14211 Moneta Rd, Moneta, VA

## Beautiful 129 Acres near Smith Mountain Lake

Bedford Co. Scenic estate or development tract on Rt.122 between the library and post office just 3mi from Smith Mountain Lake. Details online. Details at TRFAuctions.com | 434.847.7741 | VAA5501

## GENERAC

### Prepare for power outages today

WITH A HOME STANDBY GENERATOR

\$0 MONEY DOWN • LOW MONTHLY PAYMENT OPTIONS

Contract a Dealer for full terms and conditions.

### REQUEST A FREE QUOTE

CALL YOUR GENERAC DEALER TODAY FOR A FREE QUOTE

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### FREE 7-Year Extended Warranty\*

- A \$695 Value!

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# Marketplace

The RINCASTLE HERALD Vinton Messenger THE NEW CASTLE RECORD SALEM TIMES-REGISTER News Messenger RADFORD News Journal

## Yard Sales - Craig County

Several family yard sales -  
Saturday June 17th Upper  
Craig Creek Road (3.3  
miles - Hwy 621) Rain or  
Shine

## Yard Sales - Montgomery County

Yard sale  
next Saturday,  
June 17th 9am-3pm  
135 Almetta Ave.  
Christiansburg.

## Yard Sales - Radford City

Williams Family  
Yard Sale  
Friday, June 16th &  
Saturday, June 17th, 8am-  
2pm 410 Auburn Ave.  
Radford, VA

Antiques, Baby Clothes,  
Bags/Purses, Cosmetics,  
Electronics, Home Decor,  
Household Items, Jewelry,  
Ladies Name Brand  
Clothes/Shoes, Men's  
Clothes/Shoes, Sporting  
Goods

## College Park Neighborhood Yard Sale

Saturday, June 17th

## Help Wanted

### PUBLIC WORKS/ UTILITIES WORKER TOWN OF BUCHANAN

The Town of Buchanan has immediate opening for two (2) Public Works positions. These are full time positions with excellent benefits package. Responsibilities are maintenance work in Town to include water and sewer system repairs. Position includes work in construction, maintenance, modification and repair of water and sewer lines, maintenance of water and meter reading, other duties to include property maintenance, mowing, snow removal, and construction. Manual labor required. Must possess valid Virginia Drivers License. Heavy equipment/backhoe experience a plus. Supervisory experience a plus. Training is available. Starting salary \$36,400 to \$41,600 depending upon experience. Go to [www.townofbuchananva.gov](http://www.townofbuchananva.gov) for applications or pick up at Town Hall at 19753 Main Street, Buchanan, VA. Applications may be dropped off at Town Hall or emailed to [townmanager@buchananva.gov](mailto:townmanager@buchananva.gov). Positions Open until filled, EOE

## For Sale - Cemetery Plots

FOR SALE  
2 Burial Plots for sale in  
Sherwood, Older Section.  
Turnpike Entrance. Price  
is \$3,300. Contact  
(540)389-9544

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Use ItchNoMore®  
shampoo  
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hot spots, grass & flea  
allergies without steroids. At  
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Happy Jack®  
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as an area spray to control  
deer ticks, fleas, stable flies,  
& mosquitoes where they  
breed. H&H Outdoors 254-  
2420  
(www.fleabeacon.com)

## Piedmont Pentecostal Holiness Church

Sunday morning service  
11am 5007 Jewell Dr  
Shawsville Va Pastor Tim  
Clyburn 8 miles from  
Shawsville Rt 460, on  
Alleghany Spring Rd

# Classified Advertising Delivers

## 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, June  
26, 2023, at 6:30 p.m., in  
the Council Chambers of  
City Hall, 114 N Broad  
Street, in the City of Salem,  
Virginia, will hold a public  
hearing, pursuant to  
Sections 15-2-2204 and  
15-2-2285 of the Code of  
Virginia, as amended, to  
consider approval of the  
following requests relative  
to the CODE OF THE CITY  
OF SALEM, VIRGINIA.

1 The request of Joshua  
Davis, lessee, and Dallas  
Scaggs, Jr., and Paul  
Walton, property owners,  
for the issuance of a special  
exception permit to allow for  
a pawn shop on the  
property located at 1617  
West Main Street (Tax Map  
# 139 - 3 - 4).

2 The request of Terry  
Steele, lessee, and Kieu Thi  
Thuy Do, property owner,  
for the issuance of a special  
exception permit to allow for  
personal service (barber  
shop) on the property  
located at 514 West Main  
Street (Tax Map # 123 - 3 -  
5).

3 The request of J S Salem  
LLC, contract purchaser,  
and the Trustees Faith  
Assembly of God, property  
owner, for rezoning the  
property of 500 block of  
White Street (Tax Map #  
161 - 4 - 2) from RSF  
Residential Single-Family  
District to CBD Community  
Business District.

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

At said hearing, parties in  
interest and the public will  
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 June 22,  
2023, 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.  
Request of Jeffrey M. &  
Kathleen A. Shelton,  
property owners, for a  
variance from Section 106-  
202.3(B)(1), minimum  
setback requirements, of  
the Code of the City of  
Salem, to allow the  
construction of a  
pergolafuture sunroom  
addition in the rear  
yard of 2113 Mountain  
Avenue (Tax Map # 213-3-  
1). Section 106-202.3(B)(1)  
states that the rear setback  
shall be twenty-five feet  
(25'). The petitioner is  
therefore requesting a  
variance of five (5) feet of  
rear setback. 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

## Legals - City of Salem

### ABC NOTICE

2nd On Main LLC, trading as  
2nd On Main, 2 Main St  
Salem VA 24153

The above establishment is  
applying to the VIRGINIA  
ALCOHOLIC BEVERAGE  
CONTROL (ABC)  
AUTHORITY for a Wine and  
Beer OFF Premises license  
to sell or manufacture  
alcoholic beverages

AUDRA DOYLE, OWNER

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

## Legals - Montgomery County

### Order of Publication

Commonwealth of Virginia  
VA Code §§ 1-211.1, 8-01-  
316.20-104  
Case No. CL23001019-00  
MONTGOMERY COUNTY  
Circuit Court, 55 EAST  
MAIN STREET, SUITE 1,  
CHRISTIANSBURG, VA  
24073 Commonwealth of  
Virginia, in re AUDREY  
HUMPHREYS v  
COMMONWEALTH OF  
VIRGINIA  
The object of this suit is to  
NAME CHANGE OF A  
MINOR ANGEL  
JUANDIEGO  
HUMPHREYS  
It IS ORDERED that  
MIGUEL JUANDIEGO  
GONZALEZ appear at the  
above-named court and  
protect his/her interests on  
or before  
AUGUST 21, 2023.  
JUNE 8, 2023  
KMIKE FLEENOR, JR.  
JUDGE

## Legals - Roanoke

### ABC NOTICE

MEERA FOOD LLC,  
trading as M & M MARKET,  
1102 Orange Ave NW,  
Roanoke, VA 24017-6324

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

Vivek Dattani, 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](http://www.abc.virginia.gov) or  
800-552-3200.

## STATEWIDE ADS

### AUCTIONS

ATTN AUCTIONEERS: Adver-  
tise your upcoming auctions  
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Affordable Print and Digital  
Solutions reaching your tar-  
get audiences. Call this paper  
or Landon Clark at Virginia  
Press Services 804-521-7576,  
[landonc@vpa.net](mailto:landonc@vpa.net)

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\$475+\$86 court cost.  
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pearance. Estimated comple-  
tion time twenty-one days.  
Hilton Oliver, Attorney (Fa-  
cebook). 757-490-0126. Se  
Habla Espanol. BBB Member.  
<https://hiltonoliverattorney-va.com>.

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+  
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COURT ORDERED TO SETTLE THE ESTATE OF  
RUBY WELLS DOOLEY  
BEDFORD VA  
Real Estate Auction  
JUNE 24 @ 10AM  
OFF-SITE AUCTION LOCATION  
1059 TURNING POINT RD (FALLING CREEK RD)  
BEDFORD, VA 24523  
3 FARMS & 2 COMMERCIAL TRACTS  
2 COMMERCIAL TRACTS - RT 460  
Little Apple Market • Undeveloped Lot  
FARM 1: WELLS RD  
117 Acres, Offered in 10 Tracts  
FARM 2: MCDANIEL RD  
89.5 Acres, Offered in 5 Tracts  
FARM 3: WHEATLAND RD  
287 Acres, Offered in 3 Tracts

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COUNTS  
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HOMES FOR SALE

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:

WHEREAS, J S Salem LLC, contract purchaser, and the Trustees Faith Assembly of God, property owner, has heretofore petitioned to have the property located at 500 Block of White Street (Tax Map # 161-4-2) rezoned from RSF Residential Single-Family District to CBD Community Business District with proffered condition; and

WHEREAS, in said petition, J S Salem LLC, contract purchaser, and the Trustees Faith Assembly of God, property owner, did voluntarily proffer a condition in addition to the regulations provided for in the CBD Community Business District into which this property is requested to be rezoned; and

WHEREAS, Council has reviewed the proposed condition and is of the opinion that the requested rezoning without the proposed condition would not be in the best interests of the City and that the condition proffered will more closely comply with the intent of the Land Use Plan heretofore adopted; and

WHEREAS, Council has adopted the provisions of Chapter 320 of the 1978 Acts of the General Assembly of Virginia, Sections 15.2-2296 through 15.2-2302, relating to conditional zoning; and

WHEREAS, the Planning Commission at its regular meeting held on June 14, 2021, did recommend to Council after holding a public hearing that such rezoning be approved with the voluntarily proffered condition; NOW THEREFORE,

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, be amended, revised, and reordained to read as follows and the map referred to shall be changed in this respect and no other:

Section 1.

BEGINNING at the point of intersection of the East line of White Street with the North line of Preston Street; thence from said point of BEGINNING and along and with the East line of White Street, N. 12° 19' W. 196.46 feet to a point, being corner to the Wheeling lot, as conveyed by deed recorded in Deed Book 549, page 11; thence along and with the South line of said Wheeling lot, N. 81° 06' E. 76.95 feet to a point; thence S. 10° 21' E. 196.17 feet to a point on the North line of Preston Street; thence along and with the said North line of Preston Street, S. 81° 06' W. 70.2 feet to the point of BEGINNING; and Being the same property conveyed unto the parties of the first part by deed from W. B. Jones and Ima C. Jones, his wife, dated December 1, 1964 and of record in Deed Book 763, page 164 of the aforesaid Clerk's Office.



## Section 2.

The following condition voluntarily proffered shall apply in addition to the regulations contained in Chapter 106 of The Code of the City of Salem:

The use of the property will be limited to the following:

1. This property will only be utilized as a parking lot.

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 –  
Renée F. Turk –

Passed:  
Effective:

/s/ Renée F. Turk  
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

**AGENDA ITEM:**

**Special Exception Permit**

Hold public hearing to consider the request of Joshua Davis, lessee, and Dallas Scaggs, Jr., and Paul Walrond, property owners, for the issuance of a special exception permit to allow for a pawn shop on the property located at 1617 West Main Street (Tax Map # 139 – 3 - 4). (Advertised in the June 8 and 15 issue of the *Salem Times-Register*.) (Recommend approval, see page 2 of Planning Commission minutes.)

**SUBMITTED BY:**

Mary Ellen Wines, CZA CFM, Planning & Zoning Administrator

**SUMMARY OF INFORMATION:**

SITE CHARACTERISTICS:

Zoning: HBD Highway Business District  
Land Use Plan Designation: Commercial  
Existing Use: Vacant  
Proposed Use: Pawn shop

The subject property located at 1617 West Main Street consists of a 0.246 acre tract of land shared with an additional address, 1619 West Main Street. This parcel possesses the HBD Highway Business District zoning designation, and is comprised of a two-story building with commercial space on the ground floor and an apartment on the second floor. The apartment on the second floor has lost its “grandfathering” and will not be able to be utilized as a residential space. The property has been vacant since its occupancy by Abberation Music. The applicant is requesting a Special Exception Permit be issued to allow for the operation of a pawn shop.

The Future Land Use Map (FLUM) identifies this area as commercial, which is consistent with the proposed development of a pawn shop.

If approved, the applicant will have to submit application to the police department for dealing precious metals, and ATF for dealing firearms.

**REQUIREMENTS:**

The proposal meets the requirements of Section 106-214.2 (B). Permitted uses in HBD.

**OPTIONS:**

1. Recommend approval of the request.
2. Recommend approval of the request with conditions.
3. Recommend denial of the request.

# City of Salem Community Development Application

## Request for SPECIAL EXCEPTION/USE NOT PROVIDED FOR PERMIT

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

### APPLICANT INFORMATION

Owner: ~~Dallas and Paul~~ Scaggs Paul Walrond  
 Contact Name: Dallas and Paul Scaggs  
 Address: 4533 PENNSYLVANIA AVE NE Roanoke VA 24019

Telephone No. (540) 354-3661  
 Fax No. \_\_\_\_\_  
 Email Address vickiewalrond@yahoo.com

Applicant/Contract Purchaser: Joshua Davis---Leesee  
 Contact Name: Joshua Davis  
 Address: 282 Bald Rock Road verona Va 24482

Telephone No. 804-930-4221  
 Fax No. \_\_\_\_\_  
 Email Address zapvp1@me.com

### PARCEL INFORMATION

For multiple parcels, please attach a page ☐

(Tax ID #'s) 139-3-4  
 Deed Book W180000125/page W180000125/  
 Subdivision \_\_\_\_\_  
 Location Description (Street Address, if applicable) \_\_\_\_\_  
 1617 w main street, old tile max building, blue top, white body  
 next to wendys

Total Area (acres/square feet) 4604 sq ft  
 Current Zoning HBD  
 Requested Use ☒ Special Exception ☐ Use Not Provided For  
 Locally owned upscale specialty Pawn Store.

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

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 \_\_\_\_\_  
 Print Name Joshua Davis  
 Signature Dallas Scaggs  
 Print Name Dallas Scaggs / Paul D Walrond

Date 4-28-2023  
04/28/2023  
 Date 5/11/2023

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

Name Joshua Davis  
 Address: 282 Bald rock Road Verona VA 24482

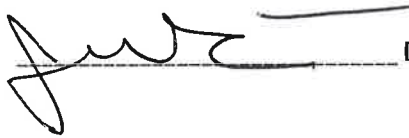
Telephone No. 804-930-4221  
 Fax No. \_\_\_\_\_  
 Email Address zapvp1@me.com

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

## ACKNOWLEDGEMENT OF APPLICATION FEE PAYMENT PROCEDURE

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

Signature of applicant/authorized agent



4-28-2023

Date:

Joshua Davis

Print Name:

Signature of owner/authorized agent



Date:

5/11/2023

Print Name:

Paul D. Walrond  
Dallas Scaggs

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

☒ Email

zapvp1@me.com

☐ Fax:

### FEES:

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

Special Exception/Use Not Provided For/Use Not Provided For Permit application fee:

\$500

### FOR STAFF USE ONLY

Staff Reviewer:

\_\_\_\_\_

Application Complete?

☐ YES

☐ NO

Date:

\_\_\_\_\_

**PLEASE RESPOND FOR ALL SPECIAL EXCEPTION/USE NOT PROVIDED FOR APPLICATIONS:**

1. This Special Exception/Use Not Provided For is being requested in order to?  
Establish and High End Specialty Pawn Store to serve the Salem Virginia Area. We have 4 locations throughout the Valley and are looking to expand.  

---

---

---
2. Describe how you plan to develop the property for the proposed use and any associated uses.  
We would paint and spruce up the exterior of the building including a reclaimed wood signban with moderate colors and an attractive storefront.  

---

---

---
3. Describe why the proposed use or exception is desirable and appropriate for the area. What measures will be taken to assure that the proposed use or exception will not have a negative impact on the surrounding vicinity?  
(This could include traffic or environmental impacts.)  
Salem lacks a "commerical" pawnstore that operates as a good standing memeber of the community. The services we provide help people in times of need as well as when times are good. We are a recession proof business. We operate different than most pawn stores with warranties on everything sell, an upscale look and feel, and professional licensed Pawn Brokers through the state. We comply with all state and federal regulationsand are in good standing with all state agencies as well as the ATF. A new low cost finance and retail storefront to fill an old empty building on Main street will be a great addition to the Salem Experience. I have 25 years in the industry and we do it right.  

---
4. Is the subject property located within the Floodplain District? ☐ YES ☒ NO If yes, describe the proposed measures for meeting the standards of the Floodplain Ordinance.  

---

---

---
5. 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?  
NA  

---

---

---
6. 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.  

---

---

---

**PAYMENT DATE**  
05/11/2023

**COLLECTION STATION**  
Engineering/Inspections

**RECEIVED FROM**  
full circle finance inc

**DESCRIPTION**  
special exception permit 1617 West Main Street

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

**BATCH NO.**  
2023-00005969

**RECEIPT NO.**  
2023-00122892

**CASHIER**  
Loretta Prillaman

PAYMENT CODE	RECEIPT DESCRIPTION	TRANSACTION AMOUNT
CD LAND USE	Land Use Application Fees	\$500.00
	<div> <div>Total Cash</div> <div>Total Check</div> <div>Total Charge</div> <div>Total Wire</div> <div>Total Other</div> <div>Total Remitted</div> <div>Change</div> <div>Total Received</div> </div> <div> <div>\$0.00</div> <div>\$500.00</div> <div>\$0.00</div> <div>\$0.00</div> <div>\$0.00</div> <div>\$500.00</div> <div>\$0.00</div> <div>\$500.00</div> </div>	
Total Amount:		\$500.00

Customer Copy

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

**PLANNING COMMISSION  
JUNE 14, 2023**

**ITEM #**

This is to certify that I mailed letters in reference to the Special Exception Permit request of Joshua Davis, lessee, and Dallas Scaggs, Jr., and Paul Walrond, property owners, for the issuance of a Special Exception Permit, to allow for a pawn shop on the property located at 1617 West Main Street, (Tax Map # 139-3-4), to the following property owners and adjacent property owners on May 26, 2023 in the 2:00 p.m. mail:

DALLAS BERMAN SCAGGS JR  
PAUL DALE WALROND  
4533 PENNSYLVANIA AVE NE  
ROANOKE VA 24019

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

FOURTH WAY PROPERTIES I  
P O BOX 429  
LEWISBURG WV 24901

RAY LEWIS ROBINSON REV TRUST  
C/O RAY LEWIS ROBINSON TRS  
P O BOX 622  
SALEM VA 24153

SAMOWITZ & KLEIN LLC  
C/O FERNE SAMOWITZ  
55 ARMITAGE DR  
BRIDGEPORT CT 06605-3602

HARVEY NELSON RESOURCE  
GROUP INVESTMENTS LLC  
326 ALBEMARLE AVE SE  
ROANOKE VA 24013-2322

PM PLUS LLC  
11901 LEE HWY  
FAIRFAX VA 22030

SWINTSTORAGE SALEM VA LLC  
1 POTTERS LN  
SAVANNAH GA 31411

JSBONE LLC  
940 CAMNEY LN  
VINTON VA 24179

JOSHUA DAVIS  
282 BALD ROCK ROAD  
VERONA VA 24482

Signed

*Krystal M. Prillaman*

Date

5/26/2023

City of Salem  
Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 26<sup>th</sup> day of May, 2023, by

*Goretta L. 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





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

Notice is hereby given that a request of the property owner/petitioner of the property described below has been filed with the City of Salem. 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:**

Joshua Davis, lessee and Dallas Scaggs, Jr, and Paul Walrond, Property Owners

**Location of Property:**

1617 West Main Street (Tax Map # 139-3-4)

**Purpose of Request:**

For the issuance of a Special Exception Permit to allow a pawn shop on the property located at 1617 West Main Street, (Tax Map # 139-3-4)

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

**WEDNESDAY, JUNE 14, 2023 – 7 P.M.  
COUNCIL CHAMBERS, FIRST FLOOR, SALEM CITY HALL  
114 NORTH BROAD STREET, SALEM, VIRGINIA**

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

**MONDAY, JUNE 26, 2023 – 6:30 P.M.  
COUNCIL CHAMBERS, FIRST FLOOR, SALEM CITY HALL  
114 NORTH BROAD STREET, SALEM, VIRGINIA**

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

James E. Taliaferro, II  
Executive Secretary  
Planning Commission





May 26, 2023

Dallas Scaggs, Jr.  
Paul Walrond  
4533 Pennsylvania Ave NE  
Roanoke, VA 24019

RE: Petition For Special Exception Permit  
1617 West Main Street  
Tax Map # 139-3-4

To Whom It May Concern:

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

**Wednesday, June 14, 2023**  
**at 7:00 p.m.** in the

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

**AND**

Salem City Council on:

**Monday, June 26, 2023**  
**at 6:30 p.m.** in the

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

for consideration of your request for a special exception/use not provided for permit for the above referenced property.

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

Sincerely,

Mary Ellen H. Wines, CZA CFM  
Zoning Administrator



May 26, 2023

Joshua Davis  
282 Bald Rock Road  
Verona, VA 24482

RE: Petition For Special Exception Permit  
1617 West Main Street  
Tax Map # 139-3-4

To Whom It May Concern:

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

**Wednesday, June 14, 2023**  
**at 7:00 p.m.** in the

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

**AND**

Salem City Council on:

**Monday, June 26, 2023**  
**at 6:30 p.m.** in the

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

for consideration of your request for a special exception/use not provided for permit for the above referenced property.

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

Sincerely,

Mary Ellen H. Wines, CZA CFM  
Zoning Administrator

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

**AGENDA ITEM:**

**Special Exception Permit**

Hold public hearing to consider the request of Terry Steele, lessee, and Kieu Thi Thuy Do, property owner, for the issuance of a special exception permit to allow for personal service (barber shop) on the property located at 514 West Main Street (Tax Map # 123 – 3 - 5). (Advertised in June 8 and 15 issues of *Salem Times-Register*.) (Recommend approval, see page 4 of Planning Commission minutes.)

**SUBMITTED BY:**

Mary Ellen Wines, CZA CFM, Planning & Zoning Administrator

**SUMMARY OF INFORMATION:**

**SITE CHARACTERISTICS:**

Zoning: RB Residential Business District  
Land Use Plan Designation: Mixed-Use  
Existing Use: Vacant  
Proposed Use: Personal Services - Barber Shop

The subject property located at 514 West Main Street consists of a 0.41 acre tract of land shared with two additional addresses, 506 and 510 West Main Street. This parcel possesses the RB Residential Business zoning designation, and the subject building was formerly occupied by a personal service before that business ceased operations several years ago. The applicant is requesting a Special Exception Permit be issued to allow for a barber shop. The current business plan consists of one barber with two salon chairs, with a potential staff expansion to two barbers in the future.

The Future Land Use Map (FLUM) identifies this area as mixed-use, which is consistent with the proposed development of a barber shop given structure of the existing buildings and the current character of the corridor.

**REQUIREMENTS:**

The proposal meets the requirements of Section 106-208.2. (B). Permitted uses in RB.

**OPTIONS:**

1. Recommend approval of the request.
2. Recommend approval of the request with conditions.
3. Recommend denial of the request.

**Pre-application Meeting (optional)**

- Meetings with the Community Development Staff are recommended prior to submittal of a Special Exception/Use Not Provided For Permit application. Please bring a plat to the meeting with a sketch of your proposal.

**Application Submittal**

- The application deadline is the first of the month for inclusion on the following month's agenda. If the first falls on a weekend or holiday, the application deadline will be the following business day.
- When submitting an application be sure to include the following: a complete application, plat of the subject property, legal description that includes metes and bounds, and supplementary information to support the request (such as conceptual plans and building elevations). Please note incomplete applications will not be accepted and will be returned to the applicant.
- The application fee is due at time of submittal. The applicant will be notified to submit the required legal ad fees prior to the meeting. (See Page 4)
- PLEASE NOTE: As per 106-524.1(A) of the City of Salem Zoning Ordinance no application shall be accepted for a lot or parcel that does not comply with the minimum lot area, width, or frontage requirements of the zoning district or applicable use and design standards. A variance from the Board of Zoning Appeals must be obtained prior to the submission of a Special Exception/Use Not Provided For application.

**Application Distribution for City Review**

- Complete applications may be routed to City departments for review.

**Staff/Applicant Meeting**

- The staff may contact the applicant to schedule a meeting to discuss comments provided by reviewing agencies, to request additional information or plan revisions, and to negotiate proffers.

**Planning Commission**

- Revised conceptual plans and draft proffers must be submitted prior to the Planning Commission meeting. Proffers and conceptual plans may be revised in accordance with Staff's recommendations, and revisions incorporating the staff's recommendations must be submitted prior to the Planning Commission meeting.
- A staff report and recommendation are included in the Planning Commission packet.
- The Planning Commission meets on the 1<sup>st</sup> Wednesday after the 1<sup>st</sup> City Council meeting of the month.
- Following a public hearing on the Special Exception/Use Not Provided For Permit case, the Planning Commission may recommend approval, approval with conditions, denial, or deferral of the application.

**City Council**

- A staff report containing the recommendation of the Planning Commission and Staff is sent to the City Council prior to the meeting.
- The City Council typically hears Special Exception/Use Not Provided For Permit cases on the 4th Monday of every month.
- Following a public hearing on the case, the City Council may vote to approve, deny, defer the application to another meeting, or remand the application back to the Planning Commission for further consideration.

**ATTACHMENTS - For ALL REQUESTS you must submit the following electronically:**

- a. **A fully completed signed application.**
- b. **Acknowledgement of Application Fee Payment Procedure (Page 4)**
- c. **A plat of the subject property**, which accurately reflects the current property boundaries, is drawn to scale, and shows existing structures. (Typically, available from the City Clerk's Office.)
- d. **Responses to questions on Page 5**
- e. **Historic Impact Information** (if any)
- f. **For applications requiring plans**, please submit electronically only. No hard copies will be accepted.
- g. **Check here** if the conceptual plan will serve as the preliminary plat. ☐

**NOTE:** Elevations will be required with new development.

**TO THE APPLICANT:**

It is the policy of the City of Salem City Council, the City of Salem Planning Commission, and City of Salem Board of Zoning Appeals to require a property to be posted when a zoning action is being considered. Such a posting notifies the general public of an impending action and the location being considered.

It is incumbent on you, the applicant, to ensure the sign is in the proper location and remains there until an action has taken place. Consequently, the procedure for posting is as follows:

1. The Community Development Staff will post the sign on your property.
2. You should check the location of the sign to make certain it is in the right place on your property. If it is not, notify the Community Development Office as soon as possible.
3. You should check periodically to ensure the safety of the sign. If it is stolen or otherwise harmed, notify the Community Development Office as soon as possible.

In submitting this Special Exception/Use Not Provided For Permit application, you hereby grant permission to the agents and employees of the City of Salem to enter the referenced property for the purposes of processing and reviewing the above application.

Should you have any questions regarding this policy, please contact a member of Community Development.

# City of Salem Community Development Application

## Request for SPECIAL EXCEPTION/USE NOT PROVIDED FOR PERMIT

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

### APPLICANT INFORMATION

Owner: KIEU DO  
 Contact Name: TONY PHAM  
 Address: 80 Shoreledge DR Roanoke VA 24019

Telephone No. (540) 314-0813  
 Fax No. \_\_\_\_\_  
 Email Address \_\_\_\_\_

Applicant/Contract Purchaser: TERRY L. STEELE  
 Contact Name: TERRY L. STEELE  
 Address: 1620 McCauley Avenue  
SALEM, Virginia. 24153

Telephone No. 540-580-6220  
 Fax No. \_\_\_\_\_  
 Email Address Kimwoodruff63@gmail.com

### PARCEL INFORMATION

For multiple parcels, please attach a page ☐

(Tax ID #'s) 123-3-5

Total Area (acres/square feet) .41 AC

Deed Book \_\_\_\_\_ Page 160002661

Current Zoning RB

Subdivision Smith Survey

Requested Use ☒ Special Exception ☐ Use Not Provided For

Location Description (Street Address, if applicable)

Personal Services  
Barber Shop

514 W MAIN ST.  
SALEM, VA. 24153

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

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 [Signature] Date 4-28-2023

Print Name KIEU DO

Signature [Signature] Date 4-28-2023

Print Name TERRY L. STEELE

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

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

Telephone No. \_\_\_\_\_  
 Fax No. \_\_\_\_\_  
 Email Address \_\_\_\_\_

\*\*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:

4-28-2023

Print Name:

TERRY L. STEELE

Signature of owner/authorized agent

Date:

4-28-2023

Print Name:

KIEU DO

4-28-2023

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

☒ Email Kimwoodcuff63@gmail.com

☐ Fax:

### FEES:

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

Special Exception/Use Not Provided For/Use Not Provided For Permit application fee:

\$500

### FOR STAFF USE ONLY

Staff Reviewer:

\_\_\_\_\_

Application Complete?

☐ YES

☐ NO

Date:

\_\_\_\_\_

**PLEASE RESPOND FOR ALL SPECIAL EXCEPTION/USE NOT PROVIDED FOR APPLICATIONS:**

1. This Special Exception/Use Not Provided For is being requested in order to?

Open a Barber Shop

2. Describe how you plan to develop the property for the proposed use and any associated uses.

NONE

3. Describe why the proposed use or exception is desirable and appropriate for the area. What measures will be taken to assure that the proposed use or exception will not have a negative impact on the surrounding vicinity? (This could include traffic or environmental impacts.)

Next door is a Nail Salon  
Should not be any negative effect

4. Is the subject property located within the Floodplain District? ☐ YES ☒ NO If yes, describe the proposed measures for meeting the standards of the Floodplain Ordinance.

5. 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?

use it as-is

6. 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.



**PAYMENT DATE**

05/01/2023

**COLLECTION STATION**

Engineering/Inspections

**RECEIVED FROM**

Terry L. Steele

**DESCRIPTION****City of Salem**P.O. Box 869  
Salem, VA 24153**BATCH NO.**

2023-00005661

**RECEIPT NO.**

2023-00118076

**CASHIER**

Loretta Prillaman

PAYMENT CODE	RECEIPT DESCRIPTION	TRANSACTION AMOUNT
CD LAND USE	Land Use Application Fees Special Exception Permit application - 514 W Main Street	\$500.00
	<div>Total Cash\$500.00 Total Check\$0.00 Total Charge\$0.00 Total Wire\$0.00 Total Other\$0.00 Total Remitted\$500.00 Change\$0.00 Total Received\$500.00</div>	
Total Amount:		\$500.00

Customer Copy

Customer Copy

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

**PLANNING COMMISSION  
JUNE 14, 2023**

**ITEM #**

This is to certify that I mailed letters in reference to the Special Exception Permit request of Terry Steele, lessee, and Kieu Thi Thuy Do, property owner, for the issuance of a Special Exception Permit, to allow for personal service (barber shop) on the property located at 514 West Main Street, (Tax Map # 123-3-5), to the following property owners and adjacent property owners on May 26, 2023 in the 2:00 p.m. mail:

KIEU THI THUY DO  
80 STONELEDGE DR  
ROANOKE VA 24019

KATHY SUE HUDSON  
502 W MAIN ST  
SALEM VA 24153

NATHAN E ANDERSON  
JENNIFER D ANDERSON  
506 RED LEDGE CT  
GREER SC 29650

ROBERT MCNEIL ROSE  
13 ELM ST  
SALEM VA 24153

ROSALIND PROPERTIES LLC  
2113 ROSALIND AVE SW  
ROANOKE VA 24014-1717

KIMBERLY A SOWDER  
515 W CALHOUN ST  
SALEM VA 24153

DANNY CLAY UNDERWOOD  
329 KEESLING AVE  
SALEM VA 24153

JEFFREY A WASHENBERGER  
2730 W MAIN ST  
SALEM VA 24153

DAVID M GORDON  
114 BOWMAN AVE  
SALEM VA 24153

PHILPOTT PROPERTIES LLC  
2511 WILDWOOD RD  
SALEM VA 24153

EDGAR HARRIS SAUNDERS JR  
503 G W MAIN ST  
SALEM VA 24153

ELSIE WINGFIELD BAILEY  
503 F W MAIN ST  
SALEM VA 24153

LAETITIA GEARY BARNHILL  
605 W MAIN ST  
SALEM VA 24153

HOA BURWELL PLACE CONDOMINIUM  
500 BLK W MAIN ST  
SALEM VA 24153

MARK J BUKOWSKI  
CINDI LOU MACMACKIN  
601 W MAIN ST  
SALEM VA 24153

CRAIG STOCKTON  
503 A W MAIN ST  
SALEM VA 24153

ELOISE H EARNEST  
C/O ELOISE H MCMAHAN  
503 B W MAIN ST  
SALEM VA 24153

KAY ROSEBERRY MCCARRON, I  
C/O KAY ROSEBERRY MCCARRON  
503 C W MAIN ST  
SALEM VA 24153

GRACE WARREN MOORMAN  
1010 PINES CIRCLE APT 402  
ROANOKE VA 24018-1138

SHANNON MARIE KRUGER  
7185 GRAYDON DR  
NORTH TONAWANDA NY 14120

TERRY STEELE  
1620 MCCAULEY AVE  
SALEM VA 24153

Signed Krista L. Pillaman Date 5/24/2023

City of Salem  
Commonwealth of Virginia

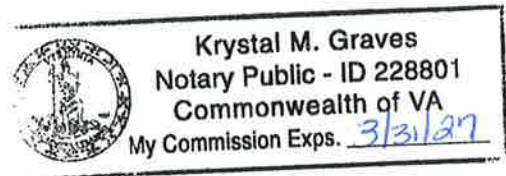
The foregoing instrument was acknowledged before me this 26<sup>th</sup> day of May, 2023, by

Goretta L. Pillaman

Krystal M. Graves

Notary Public

My commission expires: March 31, 2027





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

Notice is hereby given that a request of the property owner/petitioner of the property described below has been filed with the City of Salem. 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:**

Terry Steele, lessee, and Kieu Thi Thuy Do, Owner

**Location of Property:**

514 West Main Street (Tax Map # 123-3-5)

**Purpose of Request:**

For the issuance of a Special Exception Permit to allow for personal service (barber shop) on the property located at 514 West Main Street, (Tax Map # 123-3-5)

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

**WEDNESDAY, JUNE 14, 2023 – 7 P.M.  
COUNCIL CHAMBERS, FIRST FLOOR, SALEM CITY HALL  
114 NORTH BROAD STREET, SALEM, VIRGINIA**

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**MONDAY, JUNE 26, 2023 – 6:30 P.M.  
COUNCIL CHAMBERS, FIRST FLOOR, SALEM CITY HALL  
114 NORTH BROAD STREET, SALEM, VIRGINIA**

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

James E. Taliaferro, II  
Executive Secretary  
Planning Commission



May 26, 2023

Kieu Thi Thuy Do  
80 Stoneledge Dr  
Roanoke, VA 24019

RE: Petition For Special Exception Permit  
514 West Main Street  
Tax Map # 123-3-5

To Whom It May Concern:

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

**Wednesday, June 14, 2023**  
**at 7:00 p.m.** in the

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

**AND**

Salem City Council on:

**Monday, June 26, 2023**  
**at 6:30 p.m.** in the

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**114 North Broad Street, Salem, Virginia**

for consideration of your request for a special exception/use not provided for permit for the above referenced property.

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

Sincerely,

Mary Ellen H. Wines, CZA CFM  
Zoning Administrator



May 26, 2023

Terry Steele  
1620 McCauley Ave  
Salem, VA 24153

RE: Petition For Special Exception Permit  
514 West Main Street  
Tax Map # 123-3-5

To Whom It May Concern:

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

**Wednesday, June 14, 2023**  
**at 7:00 p.m.** in the

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

**AND**

Salem City Council on:

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**114 North Broad Street, Salem, Virginia**

for consideration of your request for a special exception/use not provided for permit for the above referenced property.

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

Sincerely,

Mary Ellen H. Wines, CZA CFM  
Zoning Administrator

Item #6D  
Date: 6/26/2023

June 26, 2023

Council of the City of Salem  
Salem, Virginia 24153

Dear Council Members:

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

<b><u>Board or Commission</u></b>	<b><u>Recommendation</u></b>
<b>Chief Local Elected Officials (CLEO) Consortium</b>	Recommend appointing H. Hunter Holliday to replace John Saunders.
<b>Fair Housing Board</b>	Recommend reappointing Melton Johnson for a three-year term ending July 1, 2026.
<b>Roanoke Valley-Alleghany Regional Commission</b>	Recommend appointing H. Hunter Holliday to replace John Saunders for a three-year term ending June 30, 2024 and re-appointing Dee King for a three-year term ending June 30, 2026.
<b>Roanoke Valley Transportation Planning Organization (TPO) Policy Board</b>	Recommend re-appointing Renée Ferris Turk, and H. Hunter Holliday for three-year terms ending June 30, 2026 and Byron Randolph Foley as alternate for a three-year term ending June 30, 2026.
<b><u>Vacancies</u></b>	
<b>Board of Appeals (USBC)</b>	Need one alternate, five-year term

Sincerely,

*Laura Lea Harris*

Laura Lea Harris  
Deputy Clerk of Council

**CITY OF SALEM, VIRGINIA  
BOARDS AND COMMISSIONS  
June 26, 2023**

MEMBER                      EXPIRATION OF TERM

BLUE RIDGE BEHAVIORAL HEALTHCARE

Term of Office: 3 years (3 terms only)

Ann Tripp                      12-31-24

Rev. C. Todd Hester                      12-31-25

Dr. Forest Jones                      12-31-23

AT LARGE MEMBERS:

Patrick Kenney                      12-31-25

Helen Ferguson                      12-31-23

Bobby Russell                      12-31-24

BOARD OF APPEALS (USBC BUILDING CODE)

Term of Office: 5 years

John R. Hildebrand                      1-01-26

Robert S. Fry, III                      1-01-28

David A. Botts                      1-01-25

Nathan Routt                      5-11-25

Joseph Driscoll                      1-01-28

ALTERNATES:

David Hodges                      12-12-26

Chelsea Dyer                      8-09-25

Vacant

BOARD OF EQUALIZATION OF REAL ESTATE

ASSESSMENTS

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

Wendel Ingram                      11-30-24

N. Jackson Beamer, III                      11-30-24

David A. Prosser                      11-30-25

Janie Whitlow                      11-30-23

Kathy Fitzgerald                      11-30-24

BOARD OF ZONING APPEALS

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

F. Van Gresham                      3-20-27

Frank Sellers                      3-30-28

Winston J. DuBois                      6-05-24

Gary Lynn Eanes                      3-20-25

Tom Copenhagen                      3-20-27

ALTERNATES:

Tony Rippee                      10-12-23

Jeff Zoller                      3-1-28

Steve Belanger                      11-13-23

CHIEF LOCAL ELECTED OFFICIALS (CLEO)

CONSORTIUM

No Term Limit

**John E. Saunders**

Alternate: James E. Taliaferro, II

MEMBER

EXPIRATION OF TERM

CONVENTION & VISITORS BUREAU

John Shaner                      No term limit

COMMUNITY POLICY AND MANAGEMENT TEAM

No term limit except for Private Provider

(Names)                      (Alternates)

Rosie Jordan                      Tammy Todd

Laura Lea Harris                      Crystal Williams

Jasmin Lawson                      Kevin Meeks

Cathy Brown                      Sarah Watkins      Howard Shumate

Leigh Frazier      Courtenay Alleyne

Heather Gunn      Chris Park

Mark Chadwick

Parent Rep-Vacant      Frank Turk

Shannon Brabham      Joyce Earl

Randy Jennings      Deborah Coker

Darryl Helems      Mandy Hall

Derek Weeks      Danny Crouse

Health Dept. - Vacant      Vacant

Wendel Cook      Jessica Cook

\*Note: Rosie Jordan will serve as Fiscal Agent

For the City of Salem

ECONOMIC DEVELOPMENT AUTHORITY

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

William Q. Mongan                      3-09-27

Paul C. Kuhnel                      3-09-24

J. David Robbins                      3-09-24

Cindy Shelor                      4-10-25

Macel Janoschka                      3-09-25

Sean B. Kosmann                      12-14-24

Clark "Rob" Robinson Jr.                      12-14-24

FAIR HOUSING BOARD

Term of Office: 3 years

Betty Waldron                      7-01-25

**Melton Johnson**                      **7-01-23**

Cole Keister                      8-09-24

Pat Dew                      3-01-24

Janie Whitlow                      4-09-24



<u>MEMBER</u>	<u>EXPIRATION OF TERM</u>
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FINE ARTS COMMISSION (INACTIVE)

Term of Office: 4 years

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

STUDENT REPRESENTATIVES

LOCAL OFFICE ON AGING

Term of Office: 3 years

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

Term of Office: Unlimited

James E. Taliaferro, II

PERSONNEL BOARD

Term of Office: 2 years

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

PLANNING COMMISSION AND

NPDES CITIZENS' COMMITTEE

Term of Office: 4 years

Neil Conner	7-31-26
Denise "Dee" King	7-31-26
Vicki Daulton	7-26-23
Reid Garst	7-31-26
N. Jackson Beamer	8-28-23

REAL ESTATE TAX RELIEF REVIEW BOARD

Term of Office: 3 years

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

ROANOKE REGIONAL AIRPORT COMMISSION

Term of Office: 4 years

Dale T. Guidry	7-1-24
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ROANOKE VALLEY-ALLEGHANY REGIONAL  
COMMISSION

Term of Office: 3 years

John E. Saunders	6-30-24
Dee King	6-30-23
James W. Wallace, III	6-30-24

<u>MEMBER</u>	<u>EXPIRATION OF TERM</u>
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ROANOKE VALLEY BROADBAND AUTHORITY

Term of Office: 4 years

James E. Taliaferro, II	12-14-23
Mike McEvoy (Citizen At-large)	12-13-25

ROANOKE VALLEY DETENTION COMMISSION

No Terms

Member	Alternate
James Taliaferro	Rosemarie Jordan

ROANOKE VALLEY GREENWAY COMMISSION

Term of Office: 3 years

Dr. Steven L. Powers	11-08-24
Russ Craighead	7-25-25
Skip Lautenschlager	9-26-23

ROANOKE VALLEY RESOURCE AUTHORITY

Term of Office: 4 years

Rob Light	12-31-23
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ROANOKE VALLEY TRANSPORTATION PLANNING  
ORGANIZATION (TPO) POLICY BOARD

Term of Office: 3 years

Renee F. Turk	6-30-23
H. Hunter Holliday	6-30-23
Alternate: Byron R. Foley	6-30-23

SCHOOL BOARD OF THE CITY OF SALEM

Term of Office: 3 years

Nancy Bradley	12-31-24
Teresa Sizemore-Hernandez	12-31-24
Andy Raines	12-31-25
Stacey Danstrom	12-31-25
David Preston	12-31-23

SOCIAL SERVICES ADVISORY BOARD

Term of Office: 4 years, 2 term limit

Heath Rickmond	12-01-26
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TOTAL ACTION FOR PROGRESS

Term of Office: 2 years

Byron Randolph Foley	11-13-23
(vacant - full-time alternate)	11-13-21

TRANSPORTATION TECHNICAL COMMITTEE (TTC)

Term of office: 3 years

Crystal Williams	6-30-26
Josh Pratt	6-30-26
Alternate: James E. Taliaferro, II	6-30-26
Alternate: Max Dillon	6-30-26

MEMBER

EXPIRATION OF TERM

VIRGINIA WESTERN COMMUNITY COLLEGE LOCAL  
ADVISORY

Term of Office: 4 years (2 terms only)

Dr. Forest I. Jones, Jr. 6-30-26

VIRGINIA'S BLUE RIDGE BOARD

Term of Office:

James E. Taliaferro, II

WESTERN VIRGINIA EMERGENCY MEDICAL  
SERVICES COUNCIL

Term of office: 3 years

Deputy Chief Matt Rickman 12-31-25

WESTERN VIRGINIA REGIONAL INDUSTRIAL  
FACILITY AUTHORITY

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

James E. Taliaferro, II 2-3-26

H. Robert Light 2-3-24

Crystal Williams(Alternate for Taliaferro) 2-3-26

vacant (Alternate for Light) 2-3-24

WESTERN VIRGINIA REGIONAL JAIL AUTHORITY

Term of Office: 1 year – Expires 12-31-23

**(Requires Oath of Office)**

William D. Jones

Alternate: Byron R. Foley

James E. Taliaferro, II

Alternate: Rosemarie Jordan

April M. Staton

Alternate: Chief Deputy-Major Steve Garber