

City Council Meeting MINUTES

Monday, February 13, 2017, 7:30 PM

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

1. Call to Order

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

2. Pledge of Allegiance

3. Bid Openings, Awards, Recognitions

4. Consent Agenda

A. **Minutes**

Consider approval of the minutes from the Joint Work Session with the School Board on January 20, 2017 and the January 23, 2017 Work Session and regular meetings.

Approved as presented

B. **Financial Report**

Consider acceptance of the Statement of Revenues and Expenditures for six months ending December 31, 2016.

Received as presented

5. Old Business

A. **Amendment to Zoning Ordinance**

Consider six (6) ordinances on second readings upon request to rezone the following properties: 104 Electric Road (Tax Map #80-2-4) from RSF Residential Single Family to CBD Community Business District, 503 South College Avenue (Tax Map

#145-7-5) from TBD Transitional Business District to CBD Community Business District, 507 South College Avenue (Tax Map #145-7-6) from TBD Transitional Business District to CBD Community Business District, One Front Avenue (Tax Map #234-5-2) from LM Light Manufacturing District to CBD Community Business District, 1516 King Street (Tax Map #234-5-3) from LM Light Manufacturing District to CBD Community Business District, and 917 South Colorado Street (Tax Map #184-4-10) from HBD Highway Business District with condition to HBD Highway Business District with no condition. (Approved on first reading at the January 23, 2017 meeting)

Jane Johnson motioned to adopt the six (6) ordinances on second reading rezoning the following properties: 104 Electric Road (Tax Map #80-2-4) from RSF Residential Single Family to CBD Community Business District, 503 South College Avenue (Tax Map #145-7-5) from TBD Transitional Business District to CBD Community Business District, 507 South College Avenue (Tax Map #145-7-6) from TBD Transitional Business District to CBD Community Business District, One Front Avenue (Tax Map #234-5-2) from LM Light Manufacturing District to CBD Community Business District, 1516 King Street (Tax Map #234-5-3) from LM Light Manufacturing District to CBD Community Business District, and 917 South Colorado Street (Tax Map #184-4-10) from HBD Highway Business District with condition to HBD Highway Business District with no condition. William Jones seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones, Martin

B. Amendment to City Code

Consider ordinance on second reading amending Chapter 106, Article II District Regulations, Section 106-212(A)(7), Article III Use and Design Standards, Section 106-314.2(C)&(E), Article IV Development Standards, Section 106-402.7(D)&(E) and 106-404.1(A) pertaining to miscellaneous uses, buffer yards, screening & landscaping, and off-street parking requirements. (Approved on first reading at the January 23, 2017 meeting)

William Jones motioned to approve the ordinance on second reading amending Chapter 106, Article II District Regulations, Section 106-212(A)(7), Article III Use and Design Standards, Section 106-314.2(C)&(E), Article IV Development Standards, Section 106-402.7(D)&(E) and 106-404.1(A) pertaining to miscellaneous uses, buffer yards, screening & landscaping, and off-street parking requirements. Jane Johnson seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones, Martin

C. Amendment to City Code

Consider ordinance on second reading amending Chapter 66, Signs, of THE CODE OF THE CITY OF SALEM, VIRGINIA. (Approved on first reading at the January 23, 2017 meeting)

Jane Johnson motioned to approve the ordinance on second reading amending Chapter 66, Signs, of THE CODE OF THE CITY OF SALEM, VIRGINIA. James Martin seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones, Martin

6. New Business

A. Olde Salem Days 2017

Consider adoption of Resolution 1311 closing Main Street on September 9, 2017.

Kevin Boggess, City Manager, noted this is something that the City does annually for Olde Salem Days. He also noted that Barney Horrell with the Salem Rotary Club was in attendance if there were any questions. Mr. Horrell reminded him as we look at the Main Street improvements over the next few years this will probably impact Olde Salem Days due to sidewalk construction, etc., but it should not impact it this year.

William Jones motioned to adopt Resolution 1311 closing Main Street on September 9, 2017. James Chisom seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones, Martin

B. Appropriation of Funds

Consider request to appropriate interest earned on the unspent proceeds of the 2016 General Obligation Bonds and additional amounts from issuance. **Audit - Finance Committee**

Vice Mayor Jones stated that the Audit Finance Committee met to discuss this item. The City earns interest on the escrow account holding the unspent proceeds of the 2016 General Obligation Bonds. This interest is used to supplement grant and local funding for capital projects. After issuance, actual bond costs for the issuance of the 2016 General Obligation Bonds was \$3,103 less than estimated bond costs. This difference was allocated among two projects -- \$1,180 for the library roof in series 2016A and \$1,923 for the Salem Memorial Baseball Park Renovations in series 2016B.

William Jones motioned to accept and appropriate interest earned on the unspent proceeds of the 2016 General Obligation Bonds and additional amounts from issuance. James Chisom seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones, Martin

C. Appropriation of Funds

Consider request to appropriate funding for the local match on various capital projects. **Audit - Finance Committee**

Vice Mayor Jones noted that the Audit Finance Committee met to discuss this item. The City contributes a local match to the funding of various capital projects to aid in the progress and completion of these projects. Local match funding for several capital projects was included in the FY2016 and FY2017 General Fund operating budgets as a transfer to capital projects and therefore needs to be appropriated to specific projects in the Capital Projects Fund. The committee recommends approval to appropriate funding for the local match on various capital projects. He asked Finance Director Rosie Jordan if she could explain further.

Mrs. Jordan noted that during the budget process Council appropriates the funds in the General Fund, and if there is a local match, we appropriate the money that needs to be transferred to Capital Projects. She stated that what staff has not brought to City Council is the Capital Projects fund side of the budget. The Capital Projects is a project to life funding -- it is not fiscal year funding. Funding could be for two, three or even ten years depending on the life of the project. What we have not done for the last fiscal year and the current fiscal year is appropriate the money that is needed in Capital Projects to those specific accounts for local match. So staff is asking Council to appropriate this money now in the Capital Projects fund. The General Fund has been taken care of during the budget process. For the upcoming budget process, they are planning to ask Council to appropriate any local match that is needed to Capital Projects, which will avoid us coming back and doing this at a later time. This will streamline our process a bit more.

Mr. Martin asked if the funds for the matching projects are for greenway projects and pedestrian safety projects. Is this where the money is going? Mrs. Jordan noted the funds are for the Mason Creek Greenway, the Bicycle & Pedestrian Safety Improvement Program, Roanoke River Greenway Phase 2B and Phase 5-Eddy Street. The projects are several dealing with the greenway as well as the Route 419 Bicycle & Pedestrian safety program.

William Jones motioned to accept and appropriate funding for the local match on various capital projects. James Martin seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones, Martin

D. Appropriation of Funds

Consider request to appropriate funds for gun range maintenance. **Audit - Finance Committee**

Vice Mayor Jones noted the Audit Finance Committee met to discuss this item. The FBI has contracted with the Salem Police Department to use the City's gun range once a month and will pay \$500 for each use. The City anticipates receiving \$4,500 in the current fiscal year. These funds will be used to maintain and improve the gun range by removing the range tower, adding topsoil to the berms and replacing metal target stands. The committee recommends approval to appropriate funds for the gun range maintenance.

Mayor Foley asked if the improvements being made are because of the extra use of the gun range or will this help to improve the gun range. Mr. Boggess noted that this will improve the gun range. The FBI has been shooting there previously but just not under a formal agreement. So this is giving us an opportunity to update and maintain some things that we did not have a revenue source for before.

William Jones motioned to accept and appropriate funds for gun range maintenance. James Chisom seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones, Martin

E. Aztec Rental

Consider setting the bond for erosion and sediment control for Aztec Rental. **Audit - Finance Committee**

Vice Mayor Jones noted the committee reviewed the estimate for erosion and sediment control for the Aztec Rental project. The committee concurs with the Community Development Department's recommendation that the bond be set in the amount of \$2,112 and the period for completion set at twelve (12) months. He asked Chuck VanAllman, Director of Community Development Department, to explain.

Mr. VanAllman noted that Aztec Rentals wants to build a storage warehouse for some of their equipment and an area where they can wash equipment. When they wash the equipment, they are not going to be using any detergent or anything like

that. It will just be a plain water wash. They will be storing tents, tables, etc. Mayor Foley asked if this is on Apperson Drive, and Mr. VanAllman noted that he was correct. They are just going to have a building and an associated parking lot. He noted it should be simple erosion and sediment control, i.e. construction entrance, silt fence, and diversion dikes.

William Jones motioned to approve the bond for erosion and sediment control for Aztec Rental. James Chisom seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones, Martin

F. Staybridge Suites

Consider setting the bond for physical improvements and erosion and sediment control for Staybridge Suites. **Audit - Finance Committee**

Vice Mayor Jones noted that the committee reviewed the estimate for physical improvements and erosion control for the Staybridge Suites project. The committee concurs with the Community Development Department's recommendation that a bond be set for \$137,907 for a period of completion to be within twenty-four (24) months.

William Jones motioned to approve the bond for physical improvements and erosion and sediment control for Staybridge Suites. James Chisom seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones, Martin

7. Closed Session

A. Closed Session

Hold a closed Session in accordance with Section 2.2-3711A(5) of the 1950 Code of Virginia, as amended for the purposes of a discussion concerning a prospective business or industry of the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

Supplemental Item

William Jones motioned to move to closed session in accordance with Section 2.2-3711A(5) of the 1950 Code of Virginia, as amended for the purpose of a discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the

business' or industry's interest in locating or expanding its facilities in the community. Jane Johnson seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones, Martin

8. Adjournment

Vice Mayor Jones motioned to reconvene at 8:20 p.m. and that in accordance with Section 2.2-3712D. of the Code of Virginia, 1950 as amended to date, Council hereby certifies that in Closed Session only items lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such items identified in the motion by which the Closed Session was convened were heard, discussed, or considered by the Council. Jane Johnson seconded the motion.

Ayes: Chisom, Foley, Johnson, Jones, Martin

Mayor Foley noted that the regular meeting scheduled for February 27, 2017, has been cancelled. The meeting was adjourned at 8:21 p.m.