Agenda
Monday, April 14, 2025, 6:30 PM

Work Session, 6:00 PM
Council Chambers Conference Room, City Hall, 114 North Broad Street, Salem, Virginia 24153
Regular Session, 6:30 PM, City Hall, 114 North Broad Street, Salem, Virginia 24153

WORK SESSION

1. Call to Order

2. New Business

A. **Discussion Items**

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

3. Adjournment

REGULAR SESSION

1. Call to Order

2. Pledge of Allegiance

3. Bid Opening, Awards, Recognitions

4. Consent Agenda

A. **Citizen Comments**

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

B. **Minutes**

Consider acceptance of the March 24, 2025, Work Session and Regular Meeting minutes.

5. Old Business

6. New Business

A. **Roanoke Regional Airport Commission**

Consider approval of the Roanoke Regional Airport commission budget for the Fiscal Year 2025-2026.

B. **Annual Presentation of Budget by City Manager**

In accordance with Section 4.6(b) of the Charter of the City of Salem, Virginia, City Manager Dorsey will present the FY 2026 budget to City Council.

C. **Salem Band Boosters**

Consider request from the Salem Band Boosters for a donation ($541.10) equal to the amount of admissions tax paid in connection with the annual Blue Ridge Regional High School Band Competition held on September 21, 2024, at the Salem Stadium.

D. **Appropriation of Funds**

Appropriate grant funds awarded by Virginia Tourism Corporation.

E. **Appropriation of Funds**

Appropriate grant funds awarded by the Roanoke Foodshed Network.

F. **Transfer Funding for Projects**

Request to move two sewer projects from the Water Capital Fund to the Sewer Capital Fund.

G. **Personal Property Tax Relief Act (PPTRA)**

Request to adopt a resolution setting the allocation percentage for personal property tax relief for the 2025 tax year

H. **Boards and Commission**

Consider appointments to various boards and commissions.

7. Adjournment

CITY COUNCIL

MINUTES

Monday, March 24, 2025 at 6:30 PM
Work Session, 5:45 PM
Council Chambers Conference Room, City Hall, 114 North Broad Street, Salem, Virginia 24153
Regular Session, 6:30 PM, City Hall, 114 North Broad Street, Salem, Virginia 24153

WORK SESSION

1. Call to Order

A work session of the Council of the City of Salem, Virginia, was held in the Council Chambers Conference Room, City Hall, 114 N. Broad Street, Salem, Virginia, on March 24, 2025, at 5:45 p.m., there being present the following members of said Council to wit: Renée Ferris Turk, Mayor; Anne Marie Green, Vice-Mayor; Council members; Byron Randolph Foley (participated remotely), H. Hunter Holliday, and John Saunders; with Renée Ferris Turk, Mayor, presiding; together with Chris Dorsey, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Rosemarie B. Jordan, Director of Finance; Laura Lea Harris, Deputy Clerk of Council; Also present were Mike Clem and Brad McDonald (participated remotely) with the Department of Historic Resources; and the following business was transacted;

2. New Business

A. **Discussion Items**

1) Discussion of Preston Place - Virginia Department of Historic Resources

Mayor Turk noted that the Salem Historical Society has approached City Council about purchasing Preston Place. Preston Place was gifted to the Salem Historic Society by the descendants of Mr. Brown.

Mr. Clem shared that the easement brings restrictions. Council asked questions related to potential uses for the property, repairs to the property, and approvals that would be required by the Department of Historic Resources (DOHR). and Mr. Clem and Mr. McDonald responded and provided clarification. They also shared about potential grants that could be applied for.

Councilman Foley noted that he would like to see a business plan.

3. Adjournment

There being no further business, Mayor Turk adjourned the meeting at 6:14 p.m.

REGULAR SESSION

1. Call to Order

A regular meeting of the Council of the City of Salem, Virginia, was called to order at 6:30 p.m., there being present the following members to wit: Renée Ferris Turk, Mayor; Anne Marie Green, Vice-Mayor; Councilmembers: Byron Randolph Foley (participated remotely), H. Hunter Holliday, and John Saunders; with Renée Ferris Turk, Mayor, presiding together with Chris Dorsey, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Rosemarie B. Jordan, Director of Finance; Mike Stevens, Director of Communications; and Jim Guynn, City Attorney.

2. Pledge of Allegiance

Mayor Turk requested that Mr. Light read a request from Councilman Foley to participate remotely in this Council meeting.

The request from Councilman Foley stated: "in accordance with Section 2.2- 3708.3 B(1) of the Code of the Commonwealth of Virginia and the Remote Participation Policy of the City of Salem, I hereby request to participate remotely due to a temporary medical condition that prevents my physical attendance."

John Saunders motioned to accept the remote participation of Councilman Foley. Hunter Holliday seconded the motion.

Ayes: John Saunders, Hunter Holliday, Anne Marie Green, Renee Turk
Nays: None
Abstaining: Randy Foley

3. Bid Opening, Awards, Recognitions

There were none this evening.

4. Consent Agenda

A. **Citizen Comments**

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

Stella Reinhard, 213 North Broad Street, noted that she had shared remarks and pictures with Council prior to the meeting by email. She expressed the need during the Comprehensive planning process to survey, recognize, and discuss with citizens what spaces and items in the City they value and how Salem could develop, enhance, or protect them. Ms. Reinhard specifically referenced and offered suggestions for historic districts, city entrances, and open spaces.

B. **Minutes**

Consider acceptance of the March 10, 2021, Regular Meeting minutes.

The minutes were approved as written.

C. **Financial Reports**

Consider acceptance of the Statement of Revenues and Expenses for the eight months ending February 2025.

The Financial Reports were received.

5. Old Business

There was no Old Business this evening.

6. New Business

A. **Taxicabs**

Hold public hearing in accordance with Section 98-94 of THE CODE OF THE CITY OF SALEM, VIRGINIA, and award Certificates of Public Convenience and Necessity for the next twelve (12) months, beginning April 1, 2025. Date set for public hearing at February 10, 2025, meeting. (Advertised in the March 6, 2025, issue of the *Salem Times-Register*.)

Mayor Turk opened the public hearing.

Councilman Foley noted that he felt that if the City is going to review taxicabs, by definition, that Uber, etc., should also be reviewed at the state level. It seems inconsistent to have this requirement for "taxicabs" and no regulations on Uber, Lyft, etc.

Mayor Turk closed the public hearing.

Mr. Light noted for clarification that the City received two applications. These were from Reid Taxi and B. Early Cab Service.

Hunter Holliday motioned to award Certificates of Public Convenience to B. Early Cab Service and Reid Taxi for the next twelve (12) months beginning April 1, 2025. Anne Marie Green seconded the motion.

Ayes: John Saunders, Hunter Holliday, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Abstaining: None

B. **Conveyance of Property**

Hold a public hearing and consider the sale of an approximate +/-1.78 acre tract located in Salem, Virginia, being a portion of Tax Map #216-4-1. (As advertised in the March 15, 2025, issue of the *Roanoke Times*.)

Mayor Turk opened the public hearing.

Mr. Light shared the description that this tract is located off of Kimball Avenue. He added that the Mount Regis Townehomes project is located here and the City owns a little over 21 acres behind that, which includes Fire Station #2. This is approximately 1.78 acres directly behind and there is a small portion that adjoins Kimball Avenue.

Mayor Turk closed the public hearing.

Hunter Holliday motioned to authorize the City Manager to execute documents necessary for sale in a form acceptable to the City Attorney. John Saunders seconded the motion.

Ayes: John Saunders, Hunter Holliday, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Abstaining: None

C. **Resolution to Approve EDA Bond Issuance**

Request to adopt a resolution approving the financing of a project proposed by the Trustees of Roanoke College and the issuance of bonds by the Economic Development Authority

Ms. Jordan noted that the Trustees of Roanoke College approached the Economic Development Authority (EDA) to use them as the conduit issuer of bonds, which is allowed per the Internal Revenue Code, as well as the Industrial Development and Revenue Bond Act. As part of that process, the EDA had to adopt an inducement resolution and City Council has to go in and approve the financing of that project as proposed by the Trustees and as approved by the Economic Development Authority. As part of the process, City Council also has to approve this plan of financing for Roanoke College to go through the EDA to borrow those funds. Ms. Jordan also noted that this will not affect the City's debt limit. It will not go against the City's debt limit and the payments will not go through us. This is just a formality that is required according to statute.

Mayor Turk asked to confirm that this was something that had been done in the past.

Ms. Jordan confirmed that the City has done this a couple of times through the EDA and that this has been done for Roanoke College previously as well.

Mayor Turk asked if there was a small fee involved for the EDA.

Ms. Jordan confirmed that this will actually benefit the EDA as they passed a policy whereby when someone requested to use them as a conduit issuer, they have a fee policy that is in agreement with other neighboring localities and what is done by their EDAs. A small fee will be received associated with the issue over the term of the issue.

Hunter Holliday motioned to adopt a resolution approving the financing of a project proposed by the Trustees of Roanoke College. Anne Marie Green seconded the motion.

Ayes: John Saunders, Hunter Holliday, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Abstaining: None

D. **Boards and Commissions**

Consider appointments to various boards and commissions.

Randy Foley motioned to appoint Cindy Shelor for reappointment for a four-year term ending April 10, 2029, to the Economic Development Authority. Hunter Holliday seconded the motion.

Ayes: John Saunders, Hunter Holliday, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Abstaining: None

7. Adjournment

Councilman Foley suggested that Council commend City Manager Dorsey and Assistant City Manager Light for the appointment of Steve Simon as the new Fire Chief publicly.

Mayor Turk added that Council greatly appreciates the work, the energy, the interviews, background reviews, and the time that they had put into this. She thanked Mr. Foley for bringing this to their attention.

Mayor Turk also commented on the tournaments this past weekend that were held at Roanoke College. She noted that the City, Virginia's Blue Ridge, and Roanoke College were host to the NCAA Division III Women's Basketball Championship. She added that more events will be coming up in April. The Men's Volleyball Championship will be played in Salem at the end of April. She also noted that lacrosse will also be coming in the future. She encouraged citizens to attend and support these events.

Mr. Dorsey shared that in working with the City Arborist, Jeff Ceasar, there is a high likelihood that the former Christmas tree in the Farmer's Market will have to be cut down. Mr. Ceasar has written a report to the City Manager on the condition of this tree. He indicated that he wanted to inform the citizens of the condition of the tree and let them know that they are looking into options for this area.

The meeting was adjourned at 6:48 p.m.

Submitted by:	Approved by:
H. Robert Light Clerk of Council	Renée Ferris Turk Mayor

Item #: 6.A.

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

MEETING DATE: April 14, 2025

AGENDA ITEM: **Roanoke Regional Airport Commission**
Consider approval of the Roanoke Regional Airport commission budget for the Fiscal Year 2025-2026.

SUBMITTED BY: Chris Dorsey, City Manager

SUMMARY OF INFORMATION:

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

In accordance with the requirements of the Commission contract as amended, the Roanoke Regional Airport Commission is required to submit its budget to the Salem City Council, Roanoke County Board of Supervisors, and the Roanoke City Council for approval. At its meeting on March 25, 2025, the Commission approved the attached budget for fiscal year 2025-2026 to be forwarded to the governing bodies of the three (3) localities.

You will note that no deficit is anticipated in the Operating Budget or the listed Capital Expenditures for Fiscal Year 2025- 2026. Therefore, no additional appropriations are being requested or anticipated from the City of Salem, County of Roanoke, or the City of Roanoke.

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

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

FISCAL IMPACT:
No funds from the City of Salem are requested or anticipated for the fiscal year 2025-2026 budget.

STAFF RECOMMENDATION:
Staff recommends approval of the Roanoke Regional Airport Commission budget for the fiscal year 2025-2026.

ATTACHMENTS:
1. RRAC Budget - Salem City Council - FY26
2. RRAC Proposed Capital Expenditures FY26

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

March 26, 2025

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

RE: Roanoke Regional Airport Commission Fiscal Year 2025-2026 Budget and Proposed Capital Expenditures

Dear Mayor Turk and Members of Council:

It is with pleasure that I enclose the RRAC Fiscal Year 2025-2026 Operating Budget (Attachment I) for your consideration and approval. This Budget was adopted by the Commission at its meeting on March 25, 2025. Also enclosed is a separate listing of Capital Expenditures which are expected to exceed $100,000 in cost and are intended to benefit five or more future accounting periods (Attachment II).

The Airport's Total Operating Revenue is $15,939,000 with $14,468,361 in expenses, producing a net Operating Income of $1,470,639.

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

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

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

Sincerely,

Mike Stewart

Executive Director

Enclosures

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

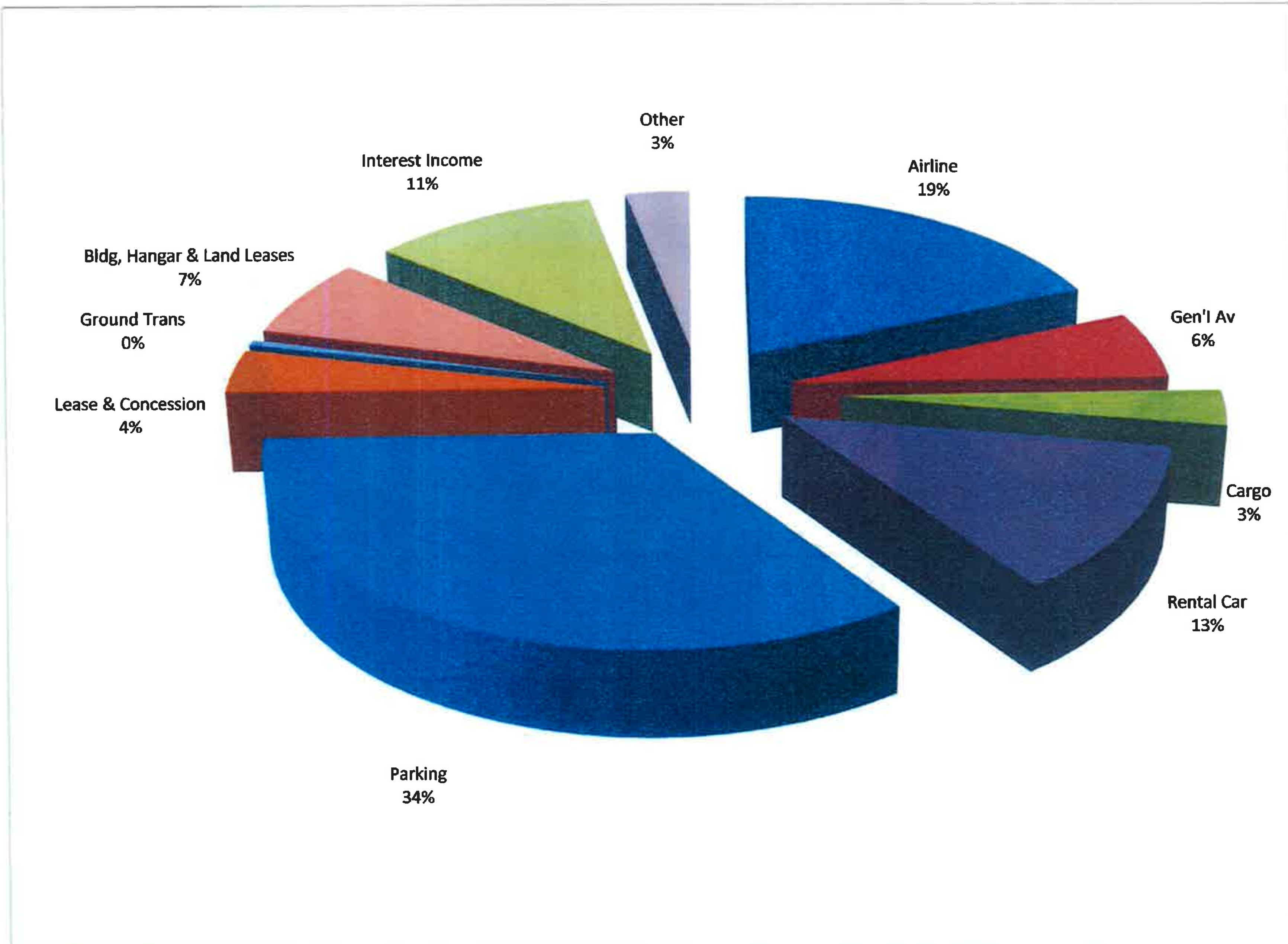
Roanoke Regional Airport Commission
Budget Executive Summary
Proposed Budget FY 26 vs. Actual Budget FY 25

	Annual Budget FY 25	Proposed Budget FY 26	$ Change	% Change
Operating Revenues				
Airfield	1,573,000	1,686,000	113,000	7%
General Aviation	654,500	924,000	269,500	41%
Terminal Related	7,923,850	9,977,000	2,053,150	26%
Other Revenues	1,484,000	1,261,000	(223,000)	-15%
Interest on Investments	1,747,000	1,741,000	(6,000)	0%
Gain/(Loss) on Sale of Assets	10,000	10,000	-	0%
State Funds	310,000	340,000	30,000	10%
Federal Reimbursable Funds	119,000	-	(119,000)	-100%
Total Operating Revenues	13,821,350	15,939,000	2,117,650	15%
Operations and Maintenance Expenses				
Salaries, Wages and Benefits	7,775,339	9,277,898	1,502,559	19%
Operating Expenditures	4,780,000	4,664,199	(115,801)	-2%
Other Maintenance & Improvement Projects	44,300	83,200	38,900	88%
Debt Service - Interest	228,500	443,064	214,564	94%
Total Operations and Maintenance Expenses	12,828,139	14,468,361	1,640,222	13%
Operating Net Income	993,211	1,470,639	477,428	48%
Capital Revenues				
Federal AIP Entitlements	1,800,000	4,417,800	2,617,800	145%
Federal BIL Entitlements	5,547,574	7,199,205		
State Entitlements - Current	1,760,000	1,760,000	-	0%
State Entitlements - Prior Year	6,023,150	494,779	(5,528,371)	-92%
Passenger Facility Charges (PFC)	719,388	1,520,000	800,612	111%
Other Funds - Debt	7,000,000	-	(7,000,000)	-100%
Net Retained Earnings	2,821,605	(759,000)	(3,580,605)	0%
Total Capital Revenues	25,671,717	14,632,784	(12,690,564)	-49%
Capital Expenses				
Capital Projects	20,124,143	14,632,784	(5,491,359)	-27%
Total Capital Projects	20,124,143	14,632,784	(5,491,359)	-27%
Customer Facility Charges				
Revenues	796,182	781,000	-15,182	-2%
Expenses	33,284	35,957	2,673	8%
Debt Service - Interest - CONRAC	187,544	176,217	(11,327)	-6%
CFC Net Income	608,638	604,783	-3,855	-1%
Cash Available for Debt Service (125% P + I)		930,000		

ROANOKE REGIONAL AIRPORT COMMISSION
REVENUE PROJECTIONS
FISCAL YEAR 2026

	Actual Revenues thru 12/31/24	2025 Projected Revenues	2025 Budgeted Revenues	2026 Proposed Budget Revenues	Percentage Change Increase (Decrease)
Airfield					
Commercial Carriers	601,298	1,185,502	1,078,000	1,191,000	10.5%
Cargo Carriers	174,621	348,234	346,000	347,000	0.3%
Cargo Ramp Rental	72,347	143,964	147,000	148,000	0.7%
Total Airfield	848,266	1,677,701	1,571,000	1,686,000	7.3%
General Aviation					
Building & Hangar Rental	279,147	555,909	535,600	179,000	-66.6%
Land Revenue	12,767	25,534	23,400	275,000	1075.2%
Fuel & Oil Sales	18,119	33,253	62,000	432,000	596.8%
Landing Fees	14,445	31,018	29,000	31,000	6.9%
Ramp & Tie Down Fees	3,337	6,674	4,500	7,000	55.6%
Total General Aviation	327,815	652,388	654,500	924,000	41.2%
Terminal Related					
Airline Terminal Rentals	905,408	1,802,140	1,679,000	1,799,000	7.1%
Rental Car Concession	1,119,280	2,014,957	2,064,878	2,016,000	-2.4%
Other Lease & Concession Rentals	310,836	629,783	489,122	674,000	37.8%
Parking Lot	2,489,173	4,730,427	3,690,850	5,488,000	48.7%
Total Terminal Related	4,824,697	9,177,307	7,923,850	9,977,000	25.9%
Other Revenues					
Other Building Rentals	610,380	1,149,536	1,257,000	1,117,000	-11.1%
Non-Aviation Land Rentals	113,239	202,000	215,000	125,000	-41.9%
Other Fees and Miscellaneous Income	9,537	18,423	12,000	19,000	58.3%
Total Other Revenues	733,156	1,369,959	1,484,000	1,261,000	-15.0%
Non-Operating Revenues					
Interest on Investments	1,033,893	2,067,786	1,747,000	1,741,000	-0.3%
Gain/(Loss) on Sale of Assets	6,451	6,451	10,000	10,000	0.0%
State Entitlement Grant Funds	10,560	340,000	310,000	340,000	9.7%
Federal Reimbursable Funds-TSA (LEO)	59,264	59,264	119,000	-	-100.0%
Total Non-Operating Revenues	1,110,168	2,473,501	2,186,000	2,091,000	-4%
TOTAL REVENUES	7,844,102	15,350,856	13,819,350	15,939,000	15.3%

RRAC FY 26 Revenue Budget



ROANOKE REGIONAL AIRPORT COMMISSION OPERATING EXPENSE BUDGET FOR FY 26	Approved Budget FY 25	Proposed Budget FY 26	$ Inc	% Inc
PERSONNEL SERVICES:				
REGULAR SALARIES	$5,021,294	$6,111,978	$1,090,684	21.7%
OVERTIME WAGES	$70,065	$106,008	$35,943	51.3%
HALF-TIME WAGES	$23,916	$25,901	$1,985	8.3%
INCENTIVE PROGRAM	$0	$0	$0	100.0%
DEFERRED COMPENSATION-ER MATCH	$31,200	$37,700	$6,500	20.8%
RETIREMENT	$1,021,272	$1,197,852	$176,580	17.3%
FICA	$396,201	$474,240	$78,039	19.7%
HEALTH INSURANCE	$1,009,293	$1,089,609	$80,316	8.0%
RETIREE HEALTH INSURANCE	$4,000	$8,000	$4,000	100.0%
LIFE INSURANCE	$69,214	$83,304	$14,090	20.4%
LONG TERM DISABILITY INSURANCE	$18,474	$18,523	$49	0.3%
ID SHIELD/LEGAL SHIELD	$7,550	$0	($7,550)	-100.0%
PAID LEAVE	$102,859	$124,783	$21,924	21.3%
TOTAL PERSONNEL SERVICES	**$7,775,338**	**$9,277,898**	**$1,502,560**	**19.3%**
OPERATING EXPENSES:				
PROFESSIONAL SERVICES:				
FINANCIAL AUDIT	$43,500	$50,300	$6,800	15.6%
CONCESSIONS & INTERNAL AUDIT	$5,000	$10,000	$5,000	100.0%
FINANCIAL CONSULTANTS	$2,500	$67,500	$65,000	2600.0%
HR CONSULTANTS	$4,100	$19,000	$14,900	363.4%
TRAINING CONSULTANTS	$10,300	$9,500	($800)	-7.8%
LEGAL SERVICES	$0	$0	$0	0.0%
EMPLOYEE ASSISTANCE PROGRAM	$720	$750	$30	4.2%
PASSENGER SURVEYS	$0	$0	$0	0.0%
A & E FEES	$40,000	$90,000	$50,000	125.0%
EPA CONSULTANTS & TESTING	$7,000	$13,500	$6,500	92.9%
TEMPORARY EMPLOYMENT	$9,000	$10,000	$1,000	11.1%
OTHER PROFESSIONAL SERVICES	$259,986	$191,620	($68,366)	-26.3%

ROANOKE REGIONAL AIRPORT COMMISSION OPERATING EXPENSE BUDGET FOR FY 26	Approved Budget FY 25	Proposed Budget FY 26	$ Inc	% Inc
IT SUPPORT SERVICES	$204,639	$243,905	$39,266	19.2%
TOTAL PROFESSIONAL SERVICES	**$586,745**	**$706,075**	**$119,330**	**20.3%**
ARFF SERVICES:				
DISASTER TRAINING	$11,000	$7,500	($3,500)	-31.8%
FOAM	$2,000	$2,000	$0	0.0%
TOTAL ARFF SERVICES	**$13,000**	**$9,500**	**($3,500)**	**-26.9%**
ADMINISTRATIVE EXPENSE:				
FINGERPRINTING EXPENSES	$8,000	$8,000	$0	0.0%
BIDS & LEGAL ADVERTISEMENTS	$7,000	$6,500	($500)	-7.1%
POSTAGE AND EXPRESS MAIL	$2,500	$2,040	($460)	-18.4%
OFFICE SUPPLIES	$7,750	$20,535	$12,785	165.0%
COMPUTERS AND OTHER HARDWARE	$36,600	$32,885	($3,715)	-10.2%
SOFTWARE AND LICENSES	$53,240	$118,000	$64,760	121.6%
FURNITURE AND OFFICE EQUIPMENT	$0	$10,000	$10,000	100.0%
FOOD SERVICES	$504	$504	$0	0.0%
OTHER ADMINISTRATIVE EXPENSE	$9,588	$208,752	$199,164	2077.2%
RECORDS PRESERVATION	$8,244	$0	($8,244)	-100.0%
TOTAL ADMINISTRATIVE EXPENSE	**$133,426**	**$407,215**	**$273,789**	**205.2%**
DUES & SUBSCRIPTIONS:				
DUES MEMBERSHIPS & SUBSCRIPTIONS	$47,958	$52,875	$4,917	10.3%
TOTAL DUES & SUBSCRIPTIONS	**$47,958**	**$52,875**	**$4,917**	**10.3%**
EMPLOYEE PROGRAMS:				
EMPLOYMENT EXPENSE	$0	$5,000	$5,000	0.0%
EMPLOYEE TESTING	$5,004	$7,000	$1,996	39.9%
SPECIAL EVENTS	$12,504	$12,004	($500)	-4.0%
HR EMPLOYEE ACTIVITIES	$2,500	$2,500	$0	0.0%
MILEAGE REIMBURSEMENT	$0	$0	$0	0.0%
TUITION REIMBURSEMENT	$2,215	$2,500	$285	12.9%

ROANOKE REGIONAL AIRPORT COMMISSION OPERATING EXPENSE BUDGET FOR FY 26	Approved Budget FY 25	Proposed Budget FY 26	$ Inc	% Inc
UNIFORMS	$34,796	$66,500	$31,704	91.1%
EMPLOYEE AWARDS	$6,800	$6,950	$150	2.2%
TRAINING & TRAVEL	$126,110	$115,300	($10,810)	-8.6%
WELLNESS PROGRAM	$10,020	$10,000	($20)	-0.2%
TOTAL EMPLOYEE PROGRAMS	**$199,949**	**$227,754**	**$27,805**	**13.9%**
MARKETING & PROMOTIONS:				
PROMOTIONAL ADVERTISING	$0	$0	$0	0.0%
PROMOTIONAL EVENTS	$34,992	$0	($34,992)	100.0%
GIVEAWAYS	$2,496	$2,500	$4	100.0%
DATA SERVICES	$31,239	$26,450	($4,789)	-15.3%
AIR SERVICE DEVELOPMENT	$75,000	$75,000	$0	0.0%
AIR SERVICE TRAVEL	$0	$0	$0	0.0%
WEBSITE	$55,992	$93,480	$37,488	67.0%
OTHER MARKETING & PROMOTIONS	$69,717	$40,000	($29,717)	-42.6%
MARKETING CAMPAIGN	$204,000	$250,000	$46,000	22.5%
VOLUNTEER PROGRAM	$1,200	$500	($700)	-58.3%
TOTAL MARKETING & PROMOTIONS	**$474,636**	**$487,930**	**$13,294**	**2.8%**
UTILITIES:				
TELEPHONE AND WIRELESS SERVICES	$36,758	$37,836	$1,078	2.9%
COMMUNICATIONS SERVICES	$564	$480	($84)	-14.9%
ELECTRICITY	$585,322	$545,352	($39,970)	-6.8%
NATURAL GAS	$118,257	$143,475	$25,218	21.3%
WATER & SEWER	$80,800	$87,274	$6,474	8.0%
STORMWATER Facilities R & M	$6,400	$2,800	($3,600)	-56.3%
STORMWATER UTILITY FEE	$252,000	$274,985	$22,985	0
TOTAL UTILITIES	**$1,080,101**	**$1,092,203**	**$12,102**	**1.1%**
FACILITIES MAINTENANCE:				
HVAC MAINTENANCE	$76,384	$83,000	$6,616	8.7%
FACILITY MANAGEMENT SYSTEM MAINTENANCE	$47,600	$47,600	$0	0.0%
FIRE SPRINKLER SYSTEM MAINTENANCE	$9,100	$8,000	($1,100)	-12.1%
FIRE ALARM SYSTEM MAINTENANCE	$7,750	$5,500	($2,250)	-29.0%
ELEVATOR / ESCALATOR MAINTENANCE	$26,170	$27,500	$1,330	5.1%
AUTOMATIC DOOR MAINTENANCE	$5,200	$7,460	$2,260	43.5%
LOADING BRIDGE MAINTENANCE	$7,500	$9,500	$2,000	26.7%
BAGGAGE SYSTEM MAINTENANCE	$10,000	$10,000	$0	0.0%

ROANOKE REGIONAL AIRPORT COMMISSION OPERATING EXPENSE BUDGET FOR FY 26	Approved Budget FY 25	Proposed Budget FY 26	$ Inc	% Inc
SECURITY ACCESS SYSTEM MAINTENANCE	$1,860	$3,500	$1,640	88.2%
BUILDING REPAIR & REPLACEMENT	$54,120	$60,608	$6,488	12.0%
EMERGENCY GENERATOR MAINTENANCE	$7,530	$7,250	($280)	-3.7%
PEST CONTROL	$2,380	$2,050	($330)	-13.9%
WINDOW & PANEL CLEANING	$15,000	$15,000	$0	0.0%
WALL COVERINGS AND PAINTING	$750	$750	$0	0.0%
TERMINAL LIGHTING	$3,680	$3,000	($680)	-18.5%
TOTAL FACILITIES MAINTENANCE	**$275,024**	**$290,718**	**$15,694**	**5.7%**
FUEL:				
AUTO FUEL	$28,000	$26,000	($2,000)	-7.1%
DIESEL FUEL	$16,000	$14,000	($2,000)	-12.5%
TOTAL FUEL	**$44,000**	**$40,000**	($4,000)	-9.1%
EQUIPMENT MAINTENANCE:				
VEHICLE MAINTENANCE	$12,850	$12,000	($850)	-6.6%
SHUTTLE BUS MAINTENANCE	$1,000	$1,000	$0	0.0%
TRACTOR & MOWER MAINTENANCE	$7,850	$9,000	$1,150	14.6%
ARFF VEHICLE MAINTENANCE	$30,000	$41,183	$11,183	37.3%
SNOW REMOVAL EQUIPMENT MAINTENANCE	$16,200	$62,000	$45,800	282.7%
RADIO REPAIR & REPLACEMENT	$41,322	$25,300	($16,022)	-38.8%
CUSTODIAL EQUIPMENT REPAIR / REPLACE	$10,200	$10,000	($200)	-2.0%
TELEPHONE SYSTEM MAINTENANCE	$1,285	$1,400	$115	8.9%
COPIER MAINTENANCE	$8,500	$8,500	$0	0.0%
OFFICE EQUIPMENT MAINTENANCE	$8,500	$0	($8,500)	-100.0%
OTHER EQUIPMENT MAINTENANCE	$11,180	$8,200	($2,980)	-26.7%
TOTAL EQUIPMENT MAINTENANCE	**$148,887**	**$178,583**	**$29,696**	**19.9%**
AIRSIDE MAINTENANCE:				
WILDLIFE MANAGEMENT	$16,320	$16,500	$180	1.1%
TRASH REMOVAL	$22,515	$24,950	$2,435	10.8%
RECYCLE PROGRAM	$1,500	$1,500	$0	0.0%
AIRFIELD TURF MAINT	$500	$500	$0	0.0%
TREES & SHRUBS	$4,000	$5,500	$1,500	37.5%

ROANOKE REGIONAL AIRPORT COMMISSION OPERATING EXPENSE BUDGET FOR FY 26	Approved Budget FY 25	Proposed Budget FY 26	$ Inc	% Inc
SNOW REMOVAL	$13,500	$45,000	$31,500	233.3%
PAVEMENT MARKING	$136,200	$90,000	($46,200)	-33.9%
FRICTION TESTING	$0	$0	$0	100.0%
CRACK SEALING	$12,500	$6,000	($6,500)	-52.0%
FENCING	$7,800	$5,000	($2,800)	-35.9%
TUNNEL MAINTENANCE	$12,500	$12,500	$0	0.0%
HAZARDOUS WASTE REMOVAL	$5,500	$35,500	$30,000	545.5%
AIRFIELD LIGHTING & SIGNAGE	$10,000	$10,000	$0	0.0%
OUTSIDE LIGHTING	$3,750	$3,500	($250)	-6.7%
WEED CONTROL	$6,800	$5,000	($1,800)	-26.5%
EMAS MAINTENANCE	$1,500	$15,000	$13,500	900.0%
AIRFIELD REPAIR	$5,000	$4,000	($1,000)	-20.0%
ROAD REPAIR/PARKING LOT REPAIR	$5,000	$4,500	($500)	-10.0%
	$0	$0		
TOTAL AIRSIDE MAINTENANCE	**$264,885**	**$284,950**	**$20,065**	**7.6%**
SUPPLIES:				
HOUSEKEEPING SUPPLIES	$62,750	$74,500	$11,750	18.7%
VEHICLE SUPPLIES	$9,000	$13,145	$4,145	46.1%
SUPPLIES	$26,186	$18,550	($7,636)	-29.2%
WILDLIFE MANAGEMENT SUPPLIES	$4,500	$4,750	$250	5.6%
FLAGS	$500	$500	$0	0.0%
FIRST AID SUPPLIES	$5,000	$5,000	$0	0.0%
SAFETY SUPPLIES	$4,250	$5,650	$1,400	32.9%
SIGNS	$4,000	$6,000	$2,000	50.0%
TOOLS	$16,030	$22,500	$6,470	40.4%
TOTAL SUPPLIES	**$132,216**	**$150,595**	**$18,379**	**13.9%**
CHEMICALS:				
SAND	$1,500	$0	($1,500)	-100.0%
DRY DE-ICER	$8,500	$12,500	$4,000	47.1%
LIQUID DE-ICING FLUID	$43,580	$43,500	($80)	-0.2%
TOTAL CHEMICALS	**$53,580**	**$56,000**	**$2,420**	**4.5%**

ROANOKE REGIONAL AIRPORT COMMISSION OPERATING EXPENSE BUDGET FOR FY 26	Approved Budget FY 25	Proposed Budget FY 26	$ Inc	% Inc
EQUIPMENT RENTAL:				
EQUIPMENT RENTAL	$8,800	$8,000	($800)	-9.1%
TOTAL EQUIPMENT RENTAL	**$8,800**	**$8,000**	**($800)**	**-9.1%**
INSURANCE:				
LIABILITY INSURANCE	$113,500	$108,900	($4,600)	-4.1%
PROPERTY INSURANCE	$130,000	$216,000	$86,000	66.2%
VEHICLE INSURANCE	$24,500	$29,100	$4,600	18.8%
PUBLIC OFFICIALS LIABILITY	$32,000	$31,800	($200)	-0.6%
WORKER COMPENSATION	$34,500	$36,000	$1,500	4.3%
TOTAL INSURANCE	**$334,500**	**$421,800**	**$87,300**	**26.1%**
MISCELLANEOUS:				
BAD DEBT EXPENSE	$0	$0	$0	
MISCELLANEOUS CLAIMS AND REFUNDS	$0	$0	$0	
PURCHASE DISCOUNTS	$0	$0	$0	
PARKING LOT EXPENSES	$778,294	$0	($778,294)	-100.0%
TOTAL MISCELLANEOUS	**$778,294**	**$0**	**($778,294)**	**-100.0%**
OPERATING CONTINGENCY	**$200,000**	**$250,000**	**$50,000**	**25.0%**
TOTAL OPERATING EXPENSES	**$4,776,001**	**$4,664,199**	**($111,801)**	**-2.3%**
TOTAL PERSONNEL AND OPERATING EXPENSES	**$12,551,339**	**$13,942,097**	**$1,390,759**	**11.1%**
THER MAINTENANCE & IMPROVEMENTS PROJECTS				
OTHER PROJECTS	$2,500	$10,000	$7,500	300.0%
FURNITURE	$0	$0	$0	0.0%
TRACTORS & MOWERS	$0	$15,000	$15,000	100.0%

ROANOKE REGIONAL AIRPORT COMMISSION OPERATING EXPENSE BUDGET FOR FY 26	Approved Budget FY 25	Proposed Budget FY 26	$ Inc	% Inc
VEHICLES & EQUIPMENT	$41,800	$58,200	$16,400	39.2%
OTAL OTHER MAINTENANCE & IMPROVE PROJECT	**$44,300**	**$83,200**	**$38,900**	**87.8%**
DEBT SERVICE INTEREST	$228,500	$619,281	$390,781	**171.0%**
TOTAL OPERATING EXPENSES	**$12,824,139**	**$14,644,578**	**$1,820,440**	**14.2%**

ATTACHMENT I
Proposed Capital Expenditures
(For projects expected to exceed $100,000 in cost and programmed for FY 2026)

I. **Projects:**

A. Design Rehabilitation RWY 6-24
   1. Description: Runway 6-24 has been identified in the ROA Pavement Management Plan as an area that needs to be addressed. Significant portions of the entire runway have been designated as "Fair" (56-70 rating).
   2. Estimated Cost: $1,472,000
   3. Anticipated Funding Sources:
      a. Federal AIP Grant Funds: $1,324,800
      b. State Aviation Grant Funds: $147,200

B. Rehabilitate Taxiway B, B1 through B5 & Hold Apron
   1. Description: The resurfacing of Taxiway B and Taxiways B1 through B5 due to aging pavement.
   2. Estimated Cost: $6,770,000
   3. Anticipated Funding Sources:
      a. Federal AIP Grant Funds: $3,093,000
      b. Federal BIL Grant Funds $3,000,000
      c. State Aviation Grant Funds: $541,000
      b. Commission Funds: $136,000

C. Terminal Improvements – Design of Security Checkpoint relocation and Baggage System
   1. Description: Design the relocation of the security checkpoint and baggage system to increase capacity and recover Gate 1 hold room for air service use.
   2. Estimated Cost: $4,665,784
   3. Anticipated Funding Sources:
      a. Federal BIL Grant Funds: $4,199,205
      b. State Aviation Grant Funds: $466,579

D. Runway Obstruction study
   1. Description: Obstruction evaluation refers to aeronautical studies conducted by the Federal Aviation Administration (FAA) for any object that may affect the national airspace, air navigation facilities, or airport capacity. The FAA and the DOAV require that approach and departure surfaces are clear of obstructions. According to AV 150/5300-13A, Airport Sponsors are to periodically review the Approach/Departure Standards Table to identify obstructions and then develop a plan for mitigation. The FAA is now requiring airports to complete an Obstacle Action Plan to list known obstructions and develop a plan for mitigation including obstacles off airport.
   2. Estimated Cost: $350,000
   3. Anticipated Funding Sources:
      a. State Aviation Grant Funds: $280,000
      b. PFC Funds: $70,000

E. Fencing Project Phase III
   1. Description: Areas of the current perimeter fencing at ROA are sub-standard by FAA and DOAV definitions and requirements. The current fencing can allow unwanted trespassers onto airport property as well as wildlife. This fencing is a potential security issue. The project will involve replacement of the fence with 8-foot-tall chain link and

three strand barbed wire facing outward, and additional fencing below ground to prevent wildlife from digging under the fence. This phase will run on the western side of the airport property, from the terminus of Fencing Project Phase II to the corner of the property by United Parcel Service.

2. Estimated Cost: $425,000
3. Anticipated Funding Sources:
   a. State Aviation Grant Funds: $340,000
   b. PFC Funds: $85,000

F. Replacement of Vehicle 17 spreader
   1. Description: Replacement of 1995 Ford L8000 spray truck due to age of carrier vehicle and lack of parts availability.
   2. Estimated Cost: $400,000
   3. Anticipated Funding Sources:
      a. State Aviation Grant Funds: $320,000
      b. PFC Funds: $80,000

G. IT Upgrades
   1. Description: Core switches, FIDS/PA System and Virtual Server Environment
   2. Estimated Cost: $550,000
   3. Anticipated Funding Sources:
      a. State Aviation Grant Funds: $160,000
      b. Commission Funds: $390,000

II. Anticipated Funding Sources:

Federal AIP Grant Funds	$ 4,417,800
Federal BIL Grant Funds	$ 7,199,205
State Aviation Grant Funds	$ 2,254,779
PFC Funds	$ 235,000
Commission Capital Funds	$ 526,000
Estimated Total Funding	$14,632,784

Item # 6B
Date: 4/14/2025

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

MEETING DATE: April 14, 2025

AGENDA ITEM: Presentation of the proposed Fiscal Year 2026 Annual Budget for the City of Salem.

SUBMITTED BY: Chris Dorsey, City Manager

SUMMARY OF INFORMATION:

In accordance with Section 4.6 (b) of the Charter of the City of Salem, Virginia, City Manager Dorsey will present the FY 2026 budget to City Council.

STAFF RECOMMENDATION:

Staff recommends that Council receive information regarding the proposed Fiscal Year 2026 Annual Budget.

Item #: 6.C.

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

MEETING DATE: April 14, 2025

AGENDA ITEM: **Salem Band Boosters**
Consider request from the Salem Band Boosters for a donation ($541.10) equal to the amount of admissions tax paid in connection with the annual Blue Ridge Regional High School Band Competition held on September 21, 2024, at the Salem Stadium.

SUBMITTED BY: Chris Dorsey, City Manager

SUMMARY OF INFORMATION:
The Salem Band Boosters filed an Admissions Tax form with a tax payment of $541.10 with the Commissioner of Revenue Office. This amount was based upon the ticket sales for the annual Blue Ridge Regional High School Band Competition that was held in the Salem Stadium on September 21, 2024. Historically, Council has made a donation equal to the tax remittance to support the Band.

FISCAL IMPACT:
The fiscal impact would be $541.10.

STAFF RECOMMENDATION:
Recommend approval of the donation.

ATTACHMENTS:
1. September 21 2024 Blue Ridge Regional High School Band Competition

Salem Band Boosters

Salem Band Boosters
P. O. Box 535
Salem, Virginia 24153

December 1, 2024
Salem City Council
P. O. Box 869
Salem, Virginia 24153

Dear Council Members:

The Salem Band Boosters filed an Admissions Tax form, with a tax payment of $541.10. This amount is based upon the ticket sales for our annual Blue Ridge Regional High School Band Competition that was held at the Salem Stadium on September 21, 2024. In past years, City Council has been very supportive of the Salem Band Boosters and the Salem High School Band by making a contribution to the Boosters equal to the amount of the Admissions Tax paid. This contribution has been a tremendous help toward the expenses for the band's activities. We request that at the next Council Meeting, consideration be given to making a similar contribution this year. If our presence is necessary at the Council Meeting, please advise me of the date, time and location and I will be happy to present my request in person.

Thank you very much for your consideration of this request. Again, we cannot say how much the Band Boosters appreciate the support from our City Council. Thank you for your support of our high school band as they continue to represent the City of Salem in the finest "Salem Tradition".

Sincerely,

S.M. Belanger

Steven M. Belanger
Salem Band Boosters
Home 540-387-1435
Cell 540-556-1613

SALEM VA

Item #: 6.D.

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

MEETING DATE: April 14, 2025

AGENDA ITEM: **Appropriation of Funds**
Appropriate grant funds awarded by Virginia Tourism Corporation.

SUBMITTED BY: Rosemarie Jordan, Director of Finance

SUMMARY OF INFORMATION:
The City of Salem was awarded a $10,000 marketing grant from Virginia Tourism Corporation (VTC). The VTC grant funds will be utilized for marketing the Living History Weekend in June which will highlight Andrew Lewis. A local match is required and is included in the Salem Fair marketing budget.

FISCAL IMPACT:
Proceeds from the grant will cover marketing costs not included in the FY25 operating budget.

STAFF RECOMMENDATION:
Appropriate $10,000 in grant revenue to account 10-053-0100-48398 and increase the budget for the grant expenditures, 10-053-8170-55859, by $10,000.

ATTACHMENTS:
None

Item #: 6.E.

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

MEETING DATE: April 14, 2025

AGENDA ITEM: **Appropriation of Funds**
Appropriate grant funds awarded by the Roanoke Foodshed Network.

SUBMITTED BY: Rosemarie Jordan, Director of Finance

SUMMARY OF INFORMATION:
The City of Salem was awarded a $2,500 grant through the Healthy Food Access Leadership Team of the Roanoke Foodshed Network. The funds will be used for a Junior Farmer Program at the Salem Farmers Market, which will provide an educational activity booklet for children and their families, in conjunction with nutritional education offered by the Virginia Cooperative Extension Family Nutrition Program. Booklets will be distributed through the backpack summer feeding program. As an added incentive to attend the market for these educational experiences, youth will be provided with $5 worth of tokens to spend on fruits and vegetables each market day.

FISCAL IMPACT:
Proceeds from the grant will cover costs not included in the FY25 Salem Farmers Market operating budget.

STAFF RECOMMENDATION:
Appropriate $2,500 in grant revenue to account 10-018-0100-47095 and increase the budget for the grant expenditures, 10-018-7251-55957, by $2,500.

ATTACHMENTS:
None

Item #: 6.F.

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

MEETING DATE: April 14, 2025

AGENDA ITEM: **Transfer Funding for Projects**
Request to move two sewer projects from the Water Capital Fund to the Sewer Capital Fund.

SUBMITTED BY: Rosemarie Jordan, Director of Finance

SUMMARY OF INFORMATION:
In the past, the City has maintained a single capital fund for water and sewer multi-year projects. For financial reporting purposes, water and sewer projects need to be separated into two capital funds. Two sewer projects, Roanoke River Upper Sewer Rehab and Wiley Court Sewer Improvements, were already in Fund 50, which will now be for water capital projects, and need to be moved to the new Fund 56, Sewer Capital Fund. Both projects are funded by excess local revenue from the General Fund.

FISCAL IMPACT:
Moving the Roanoke River Upper Sewer Rehab and Wiley Court Sewer Improvements projects to the new Fund 56, Sewer Capital Fund, will assist in the financial tracking and reporting for these projects.

STAFF RECOMMENDATION:
City staff recommends decreasing the budget of the Water Capital Fund revenue account 50-052-0300-40200, Designation of Beginning Fund Balance, by $7,375,000, decreasing the budget of the Water Capital Fund expense account 50-051-0350-58022, Roanoke River Upper Sewer Rehab Construction, by $7,000,000, and decreasing the budget of the Water Capital Fund expense account 50-052-0351-58022, Wiley Court Sewer Improvements Construction, by $375,000.

City staff recommends appropriating $7,375,000 to Sewer Capital Fund revenue account 56-052-0300-40200, Designation of Beginning Fund Balance, $7,000,000 to the Sewer Capital Fund expense account 56-052-0350-58022, Roanoke River Upper Sewer Rehab Construction, and $375,000 to the Sewer Capital Fund expense account 56-052-0351-58022, Wiley Court Sewer Improvements Construction.

ATTACHMENTS:
None

Item #: 6.G.

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

MEETING DATE: April 14, 2025

AGENDA ITEM: **Personal Property Tax Relief Act (PPTRA)**
Request to adopt a resolution setting the allocation percentage for personal property tax relief for the 2025 tax year

SUBMITTED BY: Rosemarie Jordan, Director of Finance

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

FISCAL IMPACT:
The City's share of the $950 million is $2,588,707 which has remained the same since 2006. The relief percentage is calculated to distribute these funds across all eligible vehicles. City Council is required by the Commonwealth to annually adopt a resolution setting the percentage reduction in personal property tax for that year. The rate computed for 2025 is 44%.

STAFF RECOMMENDATION:
Adopt the attached resolution that establishes the percentage reduction for personal property tax relief at 44% for the City of Salem for the 2025 tax year.

ATTACHMENTS:
1. Resolution Personal Property Tax Relief April 14 2025

IN THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, April 14, 2025:

Resolution 1493

A RESOLUTION SETTING THE ALLOCATION PERCENTAGE FOR PERSONAL PROPERTY TAX RELIEF IN THE CITY OF SALEM, VIRGINIA FOR THE 2025 TAX YEAR

WHEREAS, in accordance with the requirements set forth in Section 58.1-3524 (C) (2) and Section 58.1-3912 (E) of the Code of Virginia, as amended by Chapter 1 of the Acts of Assembly and as set forth in item 503.E (Personal Property Tax Relief Program or "PPTRA") of Chapter 951 of the 2005 Acts of Assembly and qualifying vehicle with a taxable situs within the City commencing January 1, 2025, shall receive personal property tax relief; and,

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

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

1. That tax relief shall be allocated so as to eliminate personal property taxation for qualifying personal use vehicles valued at $1,000 or less.
2. That qualifying personal use vehicles valued at $1,001-$20,000 will be eligible for 44% tax relief.
3. That qualifying personal use vehicles valued at $20,001 or more shall only receive 44% tax relief on the first $20,000 of value; and
4. That all other vehicles which do not meet the definition of qualifying (for example, including but not limited to, business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program.
5. That the percentages applied to the categories of qualifying personal use vehicles are estimated fully to use all available PPTRA funds allocated to the City of Salem by the Commonwealth of Virginia.
6. Supplemental assessments for tax years 2005 and prior shall be deemed non-qualifying for purposes of state tax relief and the local share due from the taxpayer shall represent 100% of the assessed personal property tax.
7. That this resolution shall be effective from and after the date of its adoption.

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

Renée F. Turk –
Anne Marie Green –
Byron Randolph Foley –
H. Hunter Holliday –
John E. Saunders –

ATTEST:

____

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

Item #6.H
Date: 4/14/2025

April 14, 2025

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:

Board or Commission		***Recommendation***
Personnel Board		Recommend that Council reappoint Teresa Sizemore for a two-year term ending April 26, 2027.
Vacancies		
Board of Zoning Appeals		Need one regular member for the remainder of a five-year term ending March 30, 2028 and one alternate member for the remainder of five-year term ending November 13, 2028.
Roanoke River Blueway Advisory Committee		Need one member, two-year term
Social Services Advisory Board		Need one member for the remainder of a four-year term ending December 1, 2026.

Sincerely,

Laura Lea Harris
Laura Lea Harris
Deputy Clerk of Council

CITY OF SALEM, VIRGINIA
BOARDS AND COMMISSIONS
April 14, 2025

MEMBER	EXPIRATION OF TERM

BLUE RIDGE BEHAVIORAL HEALTHCARE
Term of Office: 3 years (3 terms only)

Denise P. King	12-31-27
Rev. C. Todd Hester	12-31-25
Dr. Forest Jones	12-31-26
AT LARGE MEMBERS:	
Patrick Kenney	12-31-25
Helen Ferguson	12-31-26
Bobby Russell	12-31-27

BOARD OF APPEALS (USBC BUILDING CODE)
Term of Office: 5 years

Steve Poff	1-01-26
Robert S. Fry, III	1-01-28
Patrick Snead	1-01-30
Ray Varney	5-11-25
Joseph Driscoll	1-01-28
ALTERNATES:	
David Hodges	12-12-26
Chelsea Dyer	8-09-25
David Botts	1-01-29

BOARD OF EQUALIZATION OF REAL ESTATE ASSESSMENTS
Term of Office: 3 years **(appointed by Circuit Court)**

Wendel Ingram	11-30-27
Corey Fobare	11-30-27
David A. Prosser	11-30-25
Janie Whitlow	11-30-26
Kathy Fitzgerald	11-30-27

BOARD OF ZONING APPEALS
Term of Office: 5 years **(appointed by Circuit Court)**

F. Van Gresham	3-20-27
Jeff Zoller	3-30-28
Steve Belanger	6-05-29
Gary Lynn Eanes	3-20-30
Tom Copenhaver	3-20-27
ALTERNATES:	
Tony Rippee	10-12-28
Vacant	3-1-28
Vacant	11-13-28

CHIEF LOCAL ELECTED OFFICIALS (CLEO) CONSORTIUM
No Term Limit
H, Hunter Holliday
Alternate: John Saunders

MEMBER	EXPIRATION OF TERM

COMMUNITY POLICY AND MANAGEMENT TEAM
No term limit except for Private Provider

(Names)	(Alternates)	
Rosie Jordan	Tammy Todd	
Laura Lea Harris	Crystal Williams	
Kevin Meeks	Joshua Vaught	Amy Cole
	Jasmin Lawson	
Cathy Brown	Leigh Frazier	Howard Shumate
	Heather Gunn	Courtenay Alleyne
	Deborah Breedlove	
	Mark Chadwick	
Parent Rep-Vacant	Vacant	
Sue Goad	Chrissy Brake	
Randy Jennings	Bridget Nelson	
Vacant	Mandy Hall	
Sean Slusser	Seth Chamberland	
Health Dept. - Vacant	Vacant	
Wendel Cook	Jessica Cook	Casey Mabery

*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	3-09-28
J. David Robbins	3-09-28
Cindy Shelor	4-10-29
Jason Fountain	3-09-29
Sean B. Kosmann	12-14-28
Joe Curran .	12-14-28

FAIR HOUSING BOARD
Term of Office: 3 years

Betty Waldron	7-01-25
Melton Johnson	7-01-26
Cole Keister	8-09-27
Pat Dew	3-01-27
Janie Whitlow	4-09-27

MEMBER	EXPIRATION OF TERM

FINE ARTS COMMISSION (**INACTIVE)**
Term of Office: 4 years

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

STUDENT REPRESENTATIVES

LOCAL OFFICE ON AGING
Term of Office: 3 years

John P. Shaner	3-01-27

Partnership for a Livable Roanoke Valley **(INACTIVE)**
Term of Office: Unlimited

PERSONNEL BOARD
Term of Office: 2 years

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

PLANNING COMMISSION AND NPDES CITIZENS' COMMITTEE
Term of Office: 4 years

Mark Henrickson	7-31-26
Denise "Dee" King	7-31-26
Nathan Routt	7-26-27
Reid Garst	7-31-26
N. Jackson Beamer	8-28-27

REAL ESTATE TAX RELIEF REVIEW BOARD
Term of Office: 3 years

David G. Brittain	2-14-28
Wendel Ingram	6-11-27
Daniel L. Hart	2-14-27

ROANOKE REGIONAL AIRPORT COMMISSION
Term of Office: 4 years

Dale T. Guidry	7-1-28

ROANOKE RIVER BLUEWAY ADVISORY COMMITTEE
Term of Office: 2 years

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

MEMBER	EXPIRATION OF TERM

ROANOKE VALLEY-ALLEGHANY REGIONAL COMMISSION
Term of Office: 3 years

H. Hunter Holliday	6-30-27
Dee King	6-30-26
Anne Marie Green	6-30-27

ROANOKE VALLEY BROADBAND AUTHORITY
Term of Office: 4 years

H. Robert Light	12-14-27
Mike McEvoy (Citizen At-large)	12-13-25

ROANOKE VALLEY DETENTION COMMISSION
No Terms

Member	Alternate
Rosemarie Jordan	Chris Dorsey

ROANOKE VALLEY GREENWAY COMMISSION
Term of Office: 3 years

Dr. Steven L. Powers	11-08-27
Russ Craighead	7-25-25
Skip Lautenschlager	9-26-26

ROANOKE VALLEY RESOURCE AUTHORITY
Term of Office: 4 years

Rob Light	12-31-27

ROANOKE VALLEY TRANSPORTATION PLANNING ORGANIZATION (TPO) POLICY BOARD
Term of Office: 3 years

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

SCHOOL BOARD OF THE CITY OF SALEM
Term of Office: 3 years

Teresa Sizemore-Hernandez	12-31-27
Andy Raines	12-31-25
Stacey Danstrom	12-31-25
Macel Janoschka	12-31-26
Chris King	12-31-27

SOCIAL SERVICES ADVISORY BOARD
Term of Office: 4 years, 2 term limit

Vacant	12-01-26

TOTAL ACTION FOR PROGRESS
Term of Office: 2 years

Byron Randolph Foley	11-13-25

MEMBER	EXPIRATION OF TERM

TRANSPORTATION TECHNICAL COMMITTEE (TTC)
Term of office: 3 years

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

VIRGINIA ALCOHOL SAFETY ACTION PROGRAM BOARD (VASAP)
Term of office: 3 years

Chris Shelor	1-27-28

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: No term limit
Chris Dorsey
John Shaner

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**)

Tommy Miller	2-3-26
Chris Dorsey	2-3-28
Crystal Williams (Alternate)	2-3-26
H. Robert Light (Alternate)	2-3-28

WESTERN VIRGINIA REGIONAL JAIL AUTHORITY
Appointee Term of Office: 1 year – Expires 12-31-25
Alternates serve until another alternate is appointed
(**Requires Oath of Office**)
Governing Body Appointee (by Council): Byron R. Foley
Governing Body Alternate (by Council): H. Hunter Holliday
Local Official Appointee (by Council): Rosemarie Jordan
Local Official Alternate (by Council): Chris Dorsey
Sheriff (Automatic): Chris Shelor
Sheriff Alternate (Appointed by Sheriff): Chief Deputy-Major Steve Garber