Agenda
Tuesday, October 14, 2025, 6:30 PM

Work Session, 5:00 PM
Council Chambers, 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) Review proposed Code changes
2) Discussion on proposed Comprehensive Plan

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, not already having a public hearing at the same meeting.

B. **Minutes**

Consider acceptance of the September 8, 2025, Regular Meeting minutes and the September 29, 2025, Special Work Session/Retreat minutes.

C. **Financial Reports**

Consider acceptance of the Statement of Revenues and Expenses for the two months ending August 2025.

5. Old Business

6. New Business

A. **Salem City School Board**

Hold a public hearing to receive the views of citizens within the School Division regarding the School Board appointments for the expiring terms ending December 31, 2025, of two members of the City of Salem School Board. (As advertised in the September 4, 2025, issue of the *Salem-Times Register*).

B. **Vacation of Right-of-Way**

Consider ordinance on first reading permanently vacating and disposing of an approximate 1/10-acre unimproved dead-end section of Penguin Lane (Public hearing was held at the September 8, 2025, meeting).

C. **Administrative Calendar for 2026**

Consider adoption of the Administrative Calendar for 2026

D. **Salem Band Boosters**

Consider request from the Salem Band Boosters for a donation ($6,193.39) equal to the amount of admissions tax paid in connection with the annual Drum Corps International Summer Music Games competition held on July 30, 2025, at the Salem Stadium.

E. **Appropriation of Funds**

Request to re-appropriate funding for various capital items. Audit- Finance Committee

7. Closed Session

Hold a closed session in accordance with the following section of the 1950 Code of Virginia, as amended:
Section 2.2-3711 (A)(1) for discussion of a personnel matter pertaining to prospective candidates for School Board and Economic Development Authority appointments.

8. Adjournment

CITY COUNCIL

MINUTES

Monday, September 8, 2025 at 6:30 PM

Regular Session, 6:30 PM, City Hall, 114 North Broad Street, Salem, Virginia 24153

WORK SESSION

WORK SESSION IS CANCELLED FOR SEPTEMBER 8, 2025

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, Hunter Holliday (participated remotely for part of the meeting and was unable to continue when his phone lost service), and John Saunders; with Renée Ferris Turk, Mayor, presiding together with Chris Dorsey, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Chuck Van Allman, Director of Community Development; 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 Holliday to participate remotely in this meeting.

Mr. Light noted that Councilman Holliday asked him to read the following request on his behalf: "In accordance with Section 2.2-3708.3 B(4) 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 personal matter, specifically that I am out of town."

Randy Foley motioned to accept the remote participation of Councilman Holliday. Anne Marie Green seconded the motion.

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

3. Bid Opening, Awards, Recognitions

A. **Recognition of Constitution Week and Fort Lewis Chapter of NSDAR**

Present Proclamation to Adele G. Morris, Chapter Regent of the Fort Lewis Chapter of the National Society Daughters of the American Revolution (NSDAR) in recognition of Constitution Week 2025.

Mayor Turk recognized Constitution Week 2025 and the Fort Lewis Chapter of the National Society of the Daughters of the American Revolution (NSDAR). Mayor Turk asked that Adele Morris, Chapter Regent of the Fort Lewis Chapter of the NSDAR, and other Chapter members come forward while she read the Proclamation aloud. Mike Stevens took pictures of the group with Council. Council thanked the group for all of their work. Mayor Turk emphasized the many hours that this group devotes to volunteer work. She also noted the Laying of the Wreaths that occurs in December at East Hill and East Hill North Cemeteries. Mayor Turk noted that September 17th at 4:00 p.m. is the time that people generally ring bells to celebrate the signing of the Constitution.

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.

Kimber Boris, President, and Jaelin Vernon, Executive Vice-President, 400 Spartan Drive, addressed Council on behalf of the Salem High School Chapter of DECA. Also with them were the Chapter's Advisors, Kris Harless and Reid Garst. Ms. Boris and Ms. Vernon presented an overview of the school's DECA chapter, an international organization that prepares emerging leaders and entrepreneurs in marketing, finance, hospitality, and management. The chapter is part of a larger network of approximately 300,000 high school members across 4,200 chapters. They shared specific details with Council on membership; competitions that they participate in at the district, state, and international levels; community service projects; and other events that the chapter participates in. The student-run *Spartan Spirit Store* earned gold certification at state and international levels for the past two years and was recognized by the School Board in 2024.

Mayor Turk asked if the students were still able to earn credit for working a job after school hours.

Ms. Boris responded that the DECA students are encouraged to complete at least 10 hours of work in the school store. Additionally, participation in the National Honor

Society may also be counted toward this requirement.

Council expressed appreciation for their hard work and their place in the school system.

Ms. Boris noted that volunteers were welcome to serve as judges in the mock competitions held by the DECA club and that those interested could email Advisors Kris Harless and Reid Garst.

Stella Reinhard, 213 N. Broad Street, addressed Council with a series of suggestions related to planning and processes, property development, and community engagement. Although the comments were originally framed as a "Top 10" list, Ms. Reinhard acknowledged that this was a work in progress and that she would be submitting detailed notes for further review. She suggested early resident involvement, the use of protective covenants, strategic planning for remaining open spaces, and redevelopment of blighted properties.

B. **Minutes**

Consider acceptance of the August 25, 2025, Regular Meeting minutes.

The minutes were approved as written.

5. Old Business

There was no Old Business this evening.

6. New Business

A. **Vacation of Right-of-Way**

Hold a public hearing on the request of Marvin and Kristen Loyd to vacate an approximate 1/10-acre unimproved dead-end section of Penguin Lane. (As advertised in the August 28 and 29, 2025, issues of *Cardinal News.)*

Mr. Light provided background information on this request. He informed Council that the Loyds have purchased a vacant property at 393 Penguin Lane that is approximately 9.8 acres. This lot is a remnant parcel from Hanging Rock Orchards. It was intended that potentially there would be future development of the neighborhood there as the right-of-way extends fairly deep into the property. Also, there is an 8-inch water line that extends for future development. The Loyds intend to build a single-family home. In consulting with Mr. Van Allman and Mr. Gwynn, a lot of site work needs to be done, which really could not be done in the City's right-of-way. It was decided that the best route would be for them to request a vacation of the right-of-way to accomplish their goal because they need to tie in a driveway to access it. Some fairly significant grading is required. It is yet to be determined whether the water line will need to be lowered or moved as well. Mr. Light also noted that from past right-of-way vacations, at times council has appointed viewers. The responsibility of viewers would be to evaluate and report any inconvenience that would result from discontinuing the right-of-way; however, appointing viewers is wholly at the discretion of counsel and upon application of anyone. In this case, the plat is a dead-end road section that is tying in a driveway. Staff doesn't feel that viewers are appropriate in this case. If this were a through right-of-way that was being closed or something similar, viewers would most likely be appointed. Staff's request would be to hold the public hearing and then staff would come back at a future meeting after evaluating with all our public works and public safety personnel and make a recommendation.

Mayor Turk opened the public hearing.

Marvin and Kristen Loyd, 208 Northern Trail, noted that Mr. Light had explained the situation and that basically they are requesting to vacate an unimproved dead-end section of Penguin Lane to build their family home.

Mayor Turk closed the public hearing and noted that no vote would be taken on this item this evening.

B. **Special Exception Permit**

Hold a public hearing to consider the request of Brill Holdings, LLC, property owner, for the issuance of a special exception permit in accordance with Sec. 106-314.2 (D) (5) of the Salem Zoning Ordinance to allow non-residential outdoor uses such as restaurant operations and live music events for the property located at 1507-1511 Eddy Avenue (Tax Map #183-3-10). (Advertised in the August 21 and 28, 2025, issues of *The Salem Times-Register*.) (The Planning Commission recommended approval with a 5-0 vote with the conditions that any program would end at 9:00 p.m. and that any outdoor events that include amplification would not occur more than once in a 7-day period.)

Mayor Turk asked Mr. Van Allman if there was any new information on this request.

Mr. Van Allman responded that no new information either pro or con had been received, that a good discussion had been held at the Planning Commission meeting, and that all information was recorded in the Planning Commission minutes.

Mayor Turk opened the public hearing.

Maggie Brill, 1507 Eddy Avenue, Single-member LLC Brill Holdings, noted that she would be opening the Dilly Dally in a couple of weeks and thanked Council for their consideration of her request.

Mayor Turk closed the public hearing.

Randy Foley motioned to approve the special exception permit in accordance with Sec. 106-314.2 (D) (5) of the Salem Zoning Ordinance to allow non-residential outdoor uses such as restaurant operations and live music events for the property located at 1507-1511 Eddy Avenue (Tax Map #183-3-10). with the conditions that any program would end at 9:00 p.m. and that any outdoor events that include amplification would not occur more than once in a seven-day period. John Saunders seconded the motion.

Vice-Mayor Green asked to clarify the condition that outdoor events including amplification not occurring more than one in a seven-day period in light of the discussion and application indicated that events would be held every two weeks.

Discussion was held on this distinction, with Mr. Guynn and Mr. Van Allman providing input. Mr. Light clarified that his interpretation was that Ms. Brill intended to have this type of event only every 14 days; however, out of concern that this could grow into something larger, the more frequent number of seven days was included as a safeguard in case she decided to have these events more frequently as time passed.

Further discussion was held, and Mayor Turk requested that Ms. Brill come forward for clarification.

Ms. Brill noted that when she applied for this Special Exception Permit, she just applied to have this type of event every other week, as she did not wish to disturb the neighborhood. She indicated that she did not currently wish to hold these events more frequently.

Vice-Mayor Green requested further clarification as the condition did not match the application.

Further discussion was held on this condition. Mr. Guynn noted that the application itself was for every two weeks; however, the condition that was approved by the Planning Commission was for every seven days. He added that this condition covered everything.

Mayor Turk clarified that the condition added by the Planning Commission was for seven days regardless of what the petitioner applied for, and covers both.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday's phone lost service)
Abstaining: None

C. **Authorization of Officials for Membership in the PJM Interconnection L.L.C.**

Consider the adoption of Resolution 1511 authorizing officials for the City of Salem for membership in PJM Interconnection L.L.C.

Mayor Turk asked Mr. Dorsey if he had any information to share on this item.

Mr. Dorsey noted that Mr. A.K. Briele would address this item. He added that this was dealing with a transition in how the City sources electrical power. Rather than continuing to rely on contracts with traditional providers such as AEP, the City will begin purchasing power independently, similar to operations conducted by major electric utility companies. This move positions the City as a large-scale power distributor and requires several procedural steps to join the appropriate organizations that enable bulk power purchasing.

A.K. Briele, Director of the Electric Department, provided an update on the power purchase contract previously authorized by Council, which will take effect in June of next year. Under the agreement, the City will begin purchasing power directly. Due to market fluctuations and the potential for over- or under-purchasing, the City will need to buy or sell small amounts of power on the open market on a near-daily basis. To facilitate this, the City must become a member of PJM Interconnection, the regional transmission organization that coordinates wholesale electricity movement. The membership process involves extensive paperwork and the designation of City representatives for various roles to ensure proper communication and decision-making within PJM.

Mayor Turk noted that City staff had been working on this for more than two years.

Mr. Briele confirmed this and noted that they had been working with Blue Ridge Power and GDS Associates, the consultant in this process, and that this was the next step in the process.

Anne Marie Green motioned to accept the staff recommendation to approve Resolution 1511 as part of the membership application with PJM Interconnection, LLC. Randy Foley seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday's phone lost service)
Abstaining: None

D. **Performance Agreement Amendment - Salem Body Shop, LLC**

Consider approval of the amended performance agreement related to Salem Body Shop, LLC.

Mayor Turk requested that Tommy Miller, Director of Economic Development, come forward and share information on this item.

Mr. Miller provided an update regarding the 2017 loan and performance agreement with Salem Body Shop LLC, which was amended in 2019. The agreement supported the successful redevelopment of the former Salem Body Shop into a mixed-use property, including short-term housing, a boutique hotel, and two ground-floor restaurants. The current owners now intend to sell the property and have identified a buyer. As part of the sale, the existing loan and performance agreement will be transferred. The proposed amendment updates the agreement to reflect the ownership change while maintaining its association with Salem Body Shop LLC.

Additionally, the revised agreement reduces the restaurant requirement from two to one. Council is being asked to review and approve these amendments.

Randy Foley motioned to approve the amended performance agreement related to Salem Body Shop, LLC. John Saunders seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday's phone lost service)
Abstaining: None

E. **Appropriation of Funds**

Request to amend the School Operating Fund budget as approved by the School Board on August 12, 2025.

Mr. Dorsey informed Council that the school division is finalizing its end-of-year budget and has identified funding deficiencies in the transportation category. To address this, the schools are reallocating $200,000 from various instructional accounts to transportation. The adjustment will cover expenses related to software, bus driver compensation, and maintenance needs. A copy of the detailed budget transfer was provided to Council for review.

John Saunders motioned to amend the School Operating Fund budget as approved by the School Board on August 12, 2025. Anne Marie Green seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday's phone lost service)
Abstaining: None

F. **Strategic Reallocation of Fire and EMS Capital Apparatus and Equipment Funds.**

Consider authorizing the reallocation of approved funding for Fire and EMS Department capital apparatus and equipment. Audit-Finance Committee

Stephen Simon, Fire Chief, presented a comprehensive assessment of the Fire Department's current apparatus, staffing models, and facility needs, marking his 120th day with the City. Over his initial months, the Chief identified three priority areas: personnel engagement, fleet condition, and facility planning. He conducted individual interviews with all full-time staff, engaged retirees and volunteers, and is planning to return during the next budget cycle to address facility needs. He noted that his goal this evening was to discuss their current apparatus fleet recommendations for the future and how these impact and improve the Capital Improvement Plan. He shared a fleet review and apparatus life cycle. Some of the key details noted were:

- Fire apparatus have a standard lifespan of 20–25 years; frontline trucks typically serve 15 years, with an additional 5–10 years in reserve status.

- The current Ladder truck (2016 ladder truck) has 76,000 miles and has experienced significant wear due to high EMS call volume and use in tight urban areas. Originally intended as a reserve truck, it was used as a frontline unit.

- Tower truck (1996) and an older engine (2000) have exceeded useful life and cannot be feasibly refurbished.

- Ambulances generally have a 7–10-year frontline life; two units (2003, 2010) are at end-of-life. Two replacements are expected in January.

Chief Simon also discussed a specific staffing model and the concept of mutual aid. He recommended returning to a cross-staffing model (one crew for both an engine and a ladder truck at Station 1), which was used successfully in the past. He confirmed continued support and mutual aid cooperation from Roanoke City and County. Capital Improvement Plan (CIP) Adjustments were made. Recommended purchases were as follows:

- Refurbishment of Current Ladder truck (split between local and manufacturer-certified facilities)

- Two new fire engines – $1.9 million

- One additional ambulance – $400,000

- One swift water rescue boat with trailer – $50,000

- Two cardiac monitors (pending 50/50 state grant) – $100,000

- Staff vehicle – $80,000

Chief Simon continued by sharing projected cost savings and deferrals. He noted a CIP reduction of approximately $1.9 million across FY27–FY29. Also noted were the deferral of a future ambulance and cardiac monitor purchases. In addition, this plan would improve reserve apparatus availability and reduce maintenance costs. He shared that the Fire Department would be applying for a Rescue Squad Assistance Fund (RSAF) grant by September 15 to partially fund cardiac monitors and ambulance equipment.

The Chief's recommendations aim to modernize the Fire Department fleet, reduce long-term capital costs, and enhance service delivery without requiring additional full-time staffing. Council members commended the thoroughness of the presentation.

Mayor Turk asked if there were any modifications that would need to be made after the ambulances were delivered from the manufacturer.

Chief Simon responded that upon delivery, the new fire apparatus will be nearly fully outfitted, requiring only minor final preparations. Radios will be installed by the Roanoke County Communications Shop, and department personnel will undergo training due to differences in vehicle design and operation. The turnaround time for placing the vehicle into service is expected to be quick. Final outfitting will include installation of equipment, with additional purchases (e.g., hose connectors, appliances, and hose) funded through Department of Fire Programs funding. Where appropriate, existing equipment such as air packs that are still within their usable lifecycle will be transferred from surplus vehicles.

Randy Foley motioned to approve the reallocation of $2,400,000 in the Capital Reserve Fund for the purchase of one ladder truck and authorization to purchase two fire engines, one ambulance, a vehicle for the training captain and a portion of the purchase price for the swift water boat and trailer. Additionally, the reallocation and authorization of capital funded in the Fire Department operating budget to cover the cost of refurbishing the current ladder truck and to pay for the remaining purchase price for the swift water boat and trailer. Anne Marie Green seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday’s phone lost service)
Abstaining: None

G. **Appropriation of Funds**

Request to appropriate Downtown Improvement Reserve in the Capital Projects Fund. Audit - Finance Committee

Local funding of $52,740 was included in the General Fund fiscal year 2025 operating budget for the Downtown Plan. Per directive of the City Manager, these funds were transferred to the Capital Projects Fund to become part of the Downtown Improvements Reserve to fund future Downtown improvement projects.

Randy Foley motioned to appropriate $52,740 to the Transfer from General Fund revenue account and to the Downtown Improvements Reserve expenditure account. John Saunders seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Holliday (Mr. Holliday's phone lost service)
Abstaining: None

H. **Appropriation of Funds**

Request to appropriate funding from the Virginia Fire Programs Fund and reappropriate Fire Donation revenue. Audit - Finance Committee

Each year, the City receives funding from the Virginia Fire Programs Fund, which must be spent in accordance with state guidelines. The City will be receiving $12,860 more than budgeted, which needs to be appropriated.

The Fire Department also receives donations for Fire and EMS on an ongoing basis. Donation funds totaling $15,972 have accumulated and need to be appropriated. Funding of $12,829 will be used to purchase personal protective equipment for firefighters and $3,143 will be used to purchase medical equipment and supplies.

Randy Foley motioned to appropriate $15,972 from fund balance to the Fire Donations account. In addition, appropriate $12,860 in the budget for the Fire Programs State Grant Revenue account and Fire Programs State Grant Expenditure account. John Saunders seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday's phone lost service)
Abstaining: None

I. **Appropriation of Funds**

Request to reappropriate funding for the Civic Center Planning Consultant. Audit - Finance Committee

In a previous fiscal year, funding of $150,000 was budgeted for a Civic Center Planning Consultant. The City has completed interviews and is ready to proceed with executing a contract. Funding needs to be reappropriated from Civic Center net position.

Randy Foley motioned to reappropriate and increase the budget in the Appropriated from Net Position account by $150,000 and increase the budget in the Other Professional Services account by $150,000. Anne Marie Green seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday's phone lost service)
Abstaining: None

7. Closed Session

Hold a closed session in accordance with the following sections of the 1950 Code of Virginia, as amended:

1. Section 2.2-3711 (A)(3) for discussion or consideration of the acquisition of real property for a public purpose, or the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. Specifically, the acquisition of real property.
2. Section 2.2-3711 (A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body.

Anne Marie Green motioned that, in accordance with Section 2.2-3711 A of the 1950 Code of Virginia, as amended, Council hereby convenes to closed session at 7:30 p.m. for the purpose of discussing the following specific matters:
1. Section 2.2-3711 (A)(3) for discussion or consideration of the acquisition of real property for a public purpose, or the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. Specifically, the acquisition of real property.
2. Section 2.2-3711 (A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. John Saunders seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday's phone lost service)
Abstaining: None

Anne Marie Green motioned to reconvene at 8:01 p.m. in accordance with Section 2.2-3712 D. of the Code of Virginia, 1950 as amended to date. Council 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. Randy Foley seconded the motion.

Ayes: John Saunders, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Absent: Hunter Holliday (Mr. Holliday's phone lost service)
Abstaining: None

8. Adjournment

Submitted by:

H. Robert Light
Clerk of Council

Approved by:

Renée Ferris Turk
Mayor

CITY COUNCIL

MINUTES

Monday, September 29, 2025 at 9:00 AM
The Preserve at Crooked Run, 1356 Camp Fincastle Lane, Fincastle, VA 24090-3464

1. Call to Order

Roll Call

A special work session/retreat of the Council of the City of Salem, Virginia, was held at the Preserve at Crooked Run, 1356 Camp Fincastle Lane, Fincastle, VA, 24090-3464, on September 29, 2025, at 9:00 a.m., there being present the following members of said Council, to wit: Renée F. Turk, Mayor; Anne Marie Green, Vice Mayor; Council members: Byron Randolph Foley, Hunter Holliday, and John Saunders; with Renée F. Turk, Mayor, presiding; together with Chris Dorsey, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Crystal L. Williams, Assistant to the City Manager; Laura Lea Harris, Deputy City Clerk; Thomas Miller, Director of Economic Development (joined remotely for a portion of the work session); and Peter Stephenson, AICP, Local Government Specialist, Virginia Risk Sharing Association; and the following business was transacted:

Mayor Turk reported that this date, place, and time had been set in order for the Council to hold a work session/retreat and called the meeting to order; and

2. New Business

Mr. Light requested that the agenda be amended in order to hold a Closed Session Session in accordance with Section 2.2-3711 A(7) of the 1950 Code of Virginia, as amended, for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body.

Randy Foley motioned to amend the agenda to add a Closed Session. John Saunders seconded the motion.

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

Council Discussion on Goals and Objectives

Salem City Council met to work on the prioritization of goals and objectives of Council. Peter Stephenson, Local Government Specialist with the Virginia Risk Sharing Association facilitated the discussion.

The Closed Session was held at 11:00 a.m..

3. Closed Session

Hold a closed session in accordance with Section 2.2-3711 A(7) of the 1950 Code of Virginia, as amended, for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body.

Anne Marie Green motioned to that, in accordance with Section 2.2-3711 A (7) of the 1950 Code of Virginia, as amended, Council hereby convenes to closed session at 11:00 a.m. for the purpose of discussing the following specific matter: Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. Randy Foley seconded the motion.

Ayes: None
Nays: None
Abstaining: None

Anne Marie Green motioned to reconvene at 11:32 a.m. in accordance with Section 2.2- 3712 D. of the Code of Virginia, 1950 as amended to date, Council certifies that in closed session only items lawfully exempted from open meeting requirements under the Virginia Freedom of Info. Randy Foley seconded the motion.

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

The Work Session continued with prioritization of goals and objectives by Council.

4. Adjournment

There being no further business to come before the Council, the special work session/retreat was adjourned at 2:59 p.m

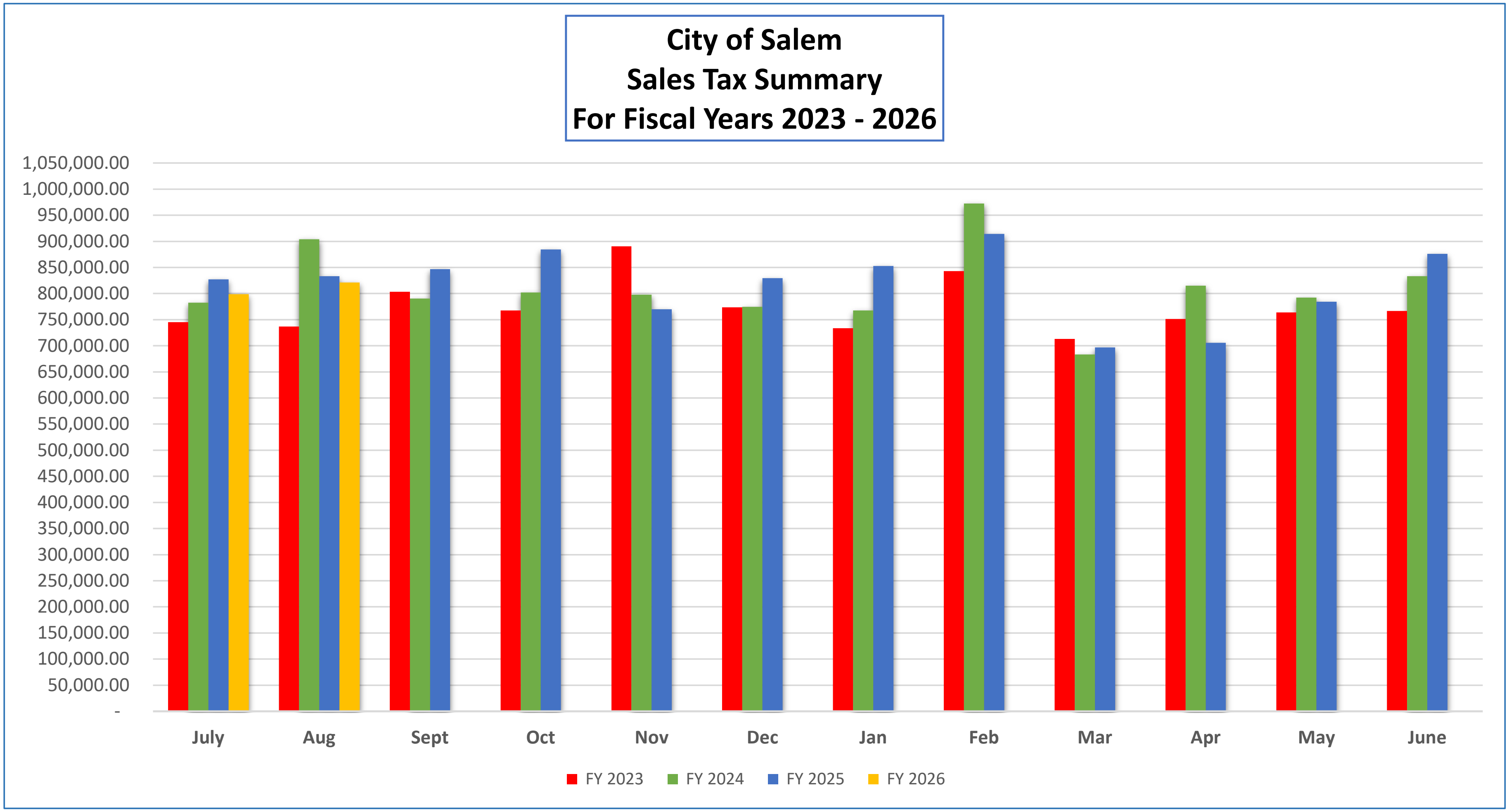
Submitted by:	Approved by:
H. Robert Light Clerk of Council	Renée Ferris Turk Mayor

Schedule A

City of Salem, Virginia
General Fund
Statement of Revenue and Expenditures
For Two Months Ending August 31, 2025

	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Revenue:					
Beginning Balance 7-1-25	$ 6,866,278	$ -	0%	$ -	$ -
General Property Taxes	55,392,153	791,266	1%	629,036	162,230
Other Local Taxes	29,773,315	1,033,305	3%	1,200,071	(166,766)
Permits and Licenses	368,940	93,726	25%	57,666	36,060
Fines and Forfeitures	120,000	9,667	8%	11,790	(2,123)
Revenue from Use of Money and Property	6,397,291	1,033,483	16%	1,226,464	(192,981)
Charges for Services	3,973,647	387,978	10%	430,047	(42,069)
Payment in Lieu of Taxes from Electric Fund	3,160,000	526,667	17%	526,667	-
Payment in Lieu of Taxes from Water Fund	154,000	24,863	16%	24,159	704
Miscellaneous Revenue	425,713	59,870	14%	39,651	20,219
Non-Categorical Aid	3,590,803	43,460	1%	22,761	20,699
Shared Expenses	2,005,871	135,477	7%	138,951	(3,474)
Categorical Aid	11,903,343	460,321	4%	501,126	(40,805)
Non-Revenue Receipts	-	-	0%	11,845	(11,845)
Proceeds from Indebtedness	54,000	-	0%	-	-
Total Revenue	124,185,354	4,600,082	4%	4,820,234	(220,152)
Expenditures:					
General Government	15,571,983	2,759,846	18%	2,221,592	538,254
Judicial Administration	3,501,599	487,372	14%	473,493	13,879
Public Safety	26,520,429	4,189,009	16%	4,034,441	154,568
Public Works	19,111,545	1,868,186	10%	1,644,612	223,574
Health and Welfare	9,850,176	851,020	9%	706,719	144,301
Education	26,948,396	5,237,346	19%	5,168,600	68,746
Parks, Recreation and Cultural	9,270,392	1,506,679	16%	1,606,448	(99,769)
Community Development	4,646,291	1,052,084	23%	704,117	347,967
Interest on long-term debt	524,815	-	0%	-	-
Transfers Out	6,893,326	1,849,481	27%	435,804	1,413,677
Contingency	1,346,402	-	0%	-	-
Total Expenditures	124,185,354	19,801,023	16%	16,995,826	2,805,197
Revenue Over/(Under) Expenditures	$ -	$ (15,200,941)		$ (12,175,592)	$ (3,025,349)

Schedule B



City of Salem
Sales Tax Summary
For Fiscal Years 2023 - 2026
1,050,000.00
1,000,000.00
950,000.00
900,000.00
850,000.00
800,000.00
750,000.00
700,000.00
650,000.00
600,000.00
550,000.00
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450,000.00
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150,000.00
100,000.00
50,000.00
-
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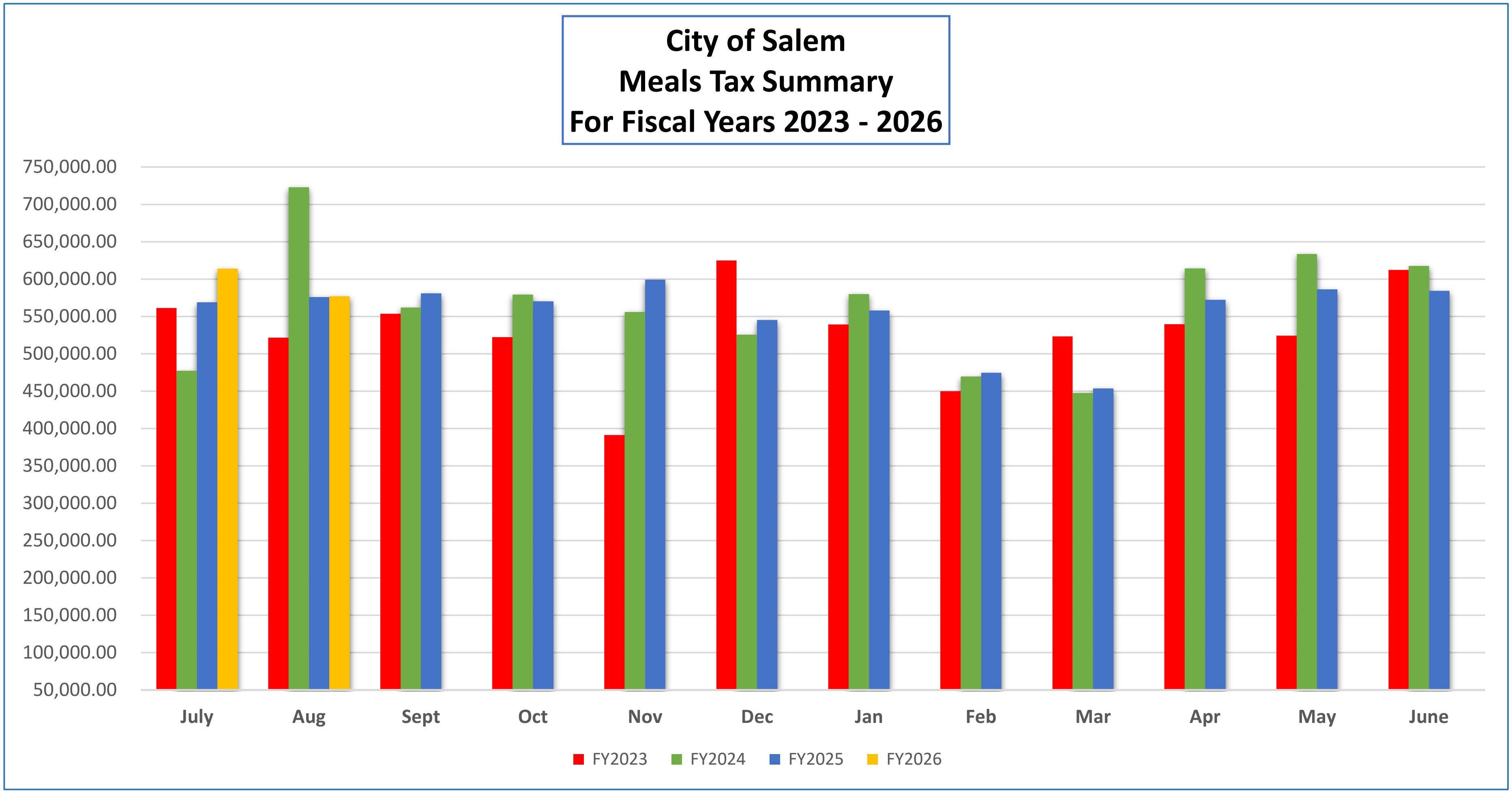
FY 2023
FY 2024
FY 2025
FY 2026

Schedule C


City of Salem
Meals Tax Summary
For Fiscal Years 2023 - 2026
750,000.00
700,000.00
650,000.00
600,000.00
550,000.00
500,000.00
450,000.00
400,000.00
350,000.00
300,000.00
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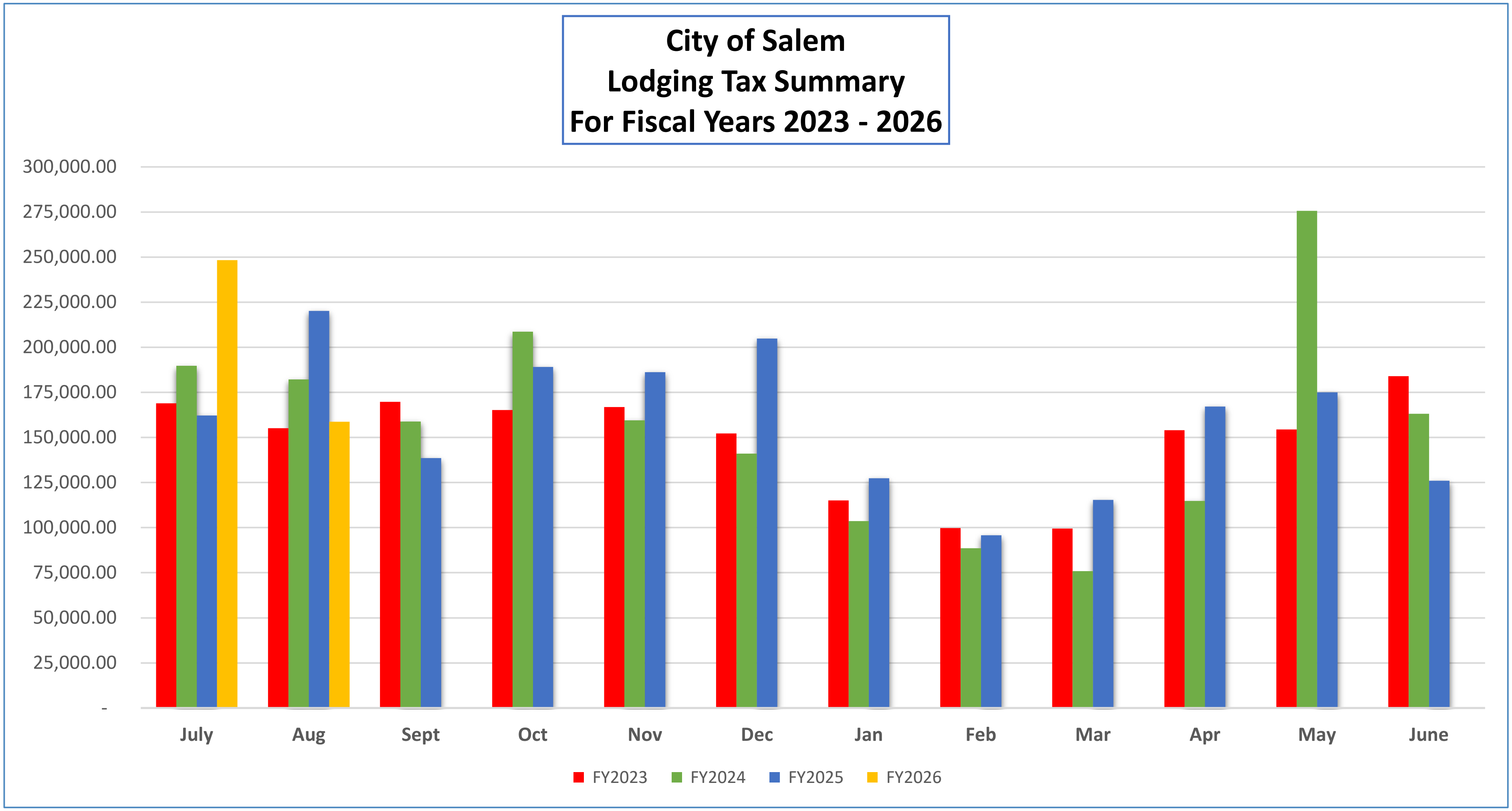
FY2025
FY2026


City of Salem
Lodging Tax Summary
For Fiscal Years 2023 - 2026
300,000.00
275,000.00
250,000.00
225,000.00
200,000.00
175,000.00
150,000.00
125,000.00
100,000.00
75,000.00
50,000.00
25,000.00
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FY2023
FY2024
FY2025
FY2026

City of Salem, Virginia
Debt Outstanding
For Period Ending August 31, 2025

	Balance 7/1/2025	Issuances	Principal Payments	Balance 8/31/2025
City Debt Outstanding				
2013 Public Improvement Bonds	$ 798,700	$ -	$ (89,425)	$ 709,275
2016B Public Improvement Bonds	150,694	-	-	150,694
2019 Public Improvement Bonds	3,850,000	-	-	3,850,000
2020 Public Improvement Bonds	1,450,000	-	-	1,450,000
2020 Public Improvement Refunding Bonds	3,797,874	-	-	3,797,874
2021 Public Improvement Refunding Bonds	799,000	-	-	799,000
2022B Public Improvement Bonds	13,323,000	-	-	13,323,000
Total City Debt Outstanding	24,169,268	-	(89,425)	24,079,843
School Debt Outstanding				
2012A Public Improvement Bonds	3,818,000	-	(477,250)	3,340,750
2013 Public Improvement Bonds	2,461,300	-	(275,575)	2,185,725
2020 Public Improvement Bonds	22,340,000	-	-	22,340,000
Total School Debt Outstanding	28,619,300	-	(752,825)	27,866,475
Total Debt Outstanding	$ 52,788,568	$ -	$ (842,250)	$ 51,946,318

City of Salem, Virginia
Capital Projects Fund
Statement of Revenues and Expenditures
For Period Ending August 31, 2025

	Budget	Project To Date	Encumbrances	Total Project	Available Balance	Year To Date	
Fund Balance, July 1, 2025							$ 11,843,156
Revenues:							
Federal Grants	$ 21,254,536	$ 6,694,819	$ -	$ 6,694,819	$ 14,559,717	$ -	
State Grants	15,644,267	7,083,550	-	7,083,550	8,560,717	-	
Proceeds From Debt Issuance	-	-	-	-	-	-	
Interest Income	-	-	-	-	-	-	
Transfer From General Fund	16,005,764	16,058,502	-	16,058,502	(52,738)	1,403,700	
Total Revenues	52,904,567	29,836,871	-	29,836,871	23,067,696		1,403,700
Expenditures:							
Fire Station #2 Renovations & Storage Building	1,930,143	1,500,576	308,908	1,809,484	120,659	270,137	
Fire Station #1 Renovations	654,000	8,826	-	8,826	645,174	-	
Fire Station #3 Renovations	454,000	7,051	-	7,051	446,949	-	
Fire Station Study	150,000	-	-	-	150,000	-	
Old Animal Shelter Refurbishment	75,000	-	-	-	75,000	-	
Colorado St Bridge Replacement	11,778,826	7,221,218	303,611	7,524,829	4,253,997	506,687	
Apperson Drive Bridge Replacement	10,329,896	2,701,782	6,080,093	8,781,875	1,548,021	385,843	
Valleydale Streetscape Improvements	1,500,000	552,909	-	552,909	947,091	-	
Upland Drive Storm Drain and Curb & Gutter	250,000	-	-	-	250,000	-	
4th Street/Union Street Storm Sewer Upgrades	650,000	-	47,610	47,610	602,390	-	
Roanoke Boulevard Storm Drain Upgrades	100,000	-	-	-	100,000	-	
Texas Street/Idaho Street Pond	100,000	-	-	-	100,000	-	
Bainbridge Drive Storm Drain Expansion	225,000	-	-	-	225,000	-	
Truck Storage Building	750,000	33,275	1,025	34,300	715,700	225	
Pedestrian Crossings	469,464	23,706	37,094	60,800	408,664	23,706	
Streambank Stabilization	241,200	-	-	-	241,200	-	
Courthouse Foundation Repairs	25,000	-	-	-	25,000	-	
Western Roanoke River Greenway	50,000	1,500	-	1,500	48,500	-	
Elizabeth Campus Greenway	2,252,578	618,808	194,375	813,183	1,439,395	23,241	
Moyer Sports Complex Renovation	229,344	219,520	-	219,520	9,824	62,454	
Mason Creek Greenway Phase 3	3,119,430	388,165	121,428	509,593	2,609,837	11,093	
Library Flooring Replacement	190,000	-	-	-	190,000	-	
Library Co-working Space	155,000	-	-	-	155,000	-	
Library Lawn Special Events Space	500,000	-	-	-	500,000	-	
Library Renovation	250,000	-	-	-	250,000	-	
Roanoke River Greenway - Apperson to Cook	2,121,155	-	-	-	2,121,155	-	
Concourse Public Restrooms Renovation	175,000	-	-	-	175,000	-	
Elizabeth Campus Greenway Phase 2	71,500	71,500	-	71,500	-	-	
Downtown Impr - E Main St/Market St	5,440,677	4,436,604	36,146	4,472,750	967,927	-	
Downtown Impr - E Main St/White Oak	2,311,825	87,961	7,535	95,496	2,216,329	-	
Downtown Impr - College Ave	3,256,307	-	-	-	3,256,307	-	

City of Salem, Virginia
Capital Projects Fund
Statement of Revenues and Expenditures
For Period Ending August 31, 2025

	Budget	Project To Date	Encumbrances	Total Project	Available Balance	Year To Date	
Downtown Impr - Boulevard	250,000	-	-	-	250,000	-	
Capital Projects Local Reserve	1,132,513	-	-	-	1,132,513	-	
Downtown Improvements Reserve	390,350	-	-	-	390,350	-	
Excess Local Funding Reserve	1,326,359	-	-	-	1,326,359	-	
Total Expenditures	$ 52,904,567	$ 17,873,401	$ 7,137,825	$ 25,011,226	$ 27,893,341		1,283,386
Fund Balance, August 31, 2025							$ 11,963,470

City of Salem, Virginia
Capital Reserve Fund
Statement of Revenues and Expenditures
For Period Ending August 31, 2025

Schedule G

	Budget	Project To Date	Encumbrances	Total Project	Available Balance	Year To Date	
Fund Balance, July 1, 2025							$ 21,945,583
Revenues:							
Transfer From General Fund	$ 22,192,716	$ 22,192,716	$ -	$ 22,192,716	$ 0	$ -	
Total Revenues	22,192,716	22,192,716	-	22,192,716	0		-
Expenditures:							
Capital Reserve	18,276,216	-	-	-	18,276,216	-	
Fire Ladder Truck	2,400,000	-	-	-	2,400,000	-	
Police Vehicle Replacement	548,100	45,381	418,545	463,926	84,174	45,381	
Salem Stadium Scoreboard Replacement	200,000	200,000	-	200,000	-	121,382	
Spartan Field - New LED Lights	518,400	-	-	-	518,400	-	
Civic Center Scoreboard Replacement	250,000	225,907	-	225,907	24,093	57,392	
Total Expenditures	$ 22,192,716	$ 471,288	$ 418,545	$ 889,833	$ 21,302,883		224,155
Fund Balance, August 31, 2025							$ 21,721,428

City of Salem, Virginia
Electric Fund
Statement of Operations
For Two Months Ending August 31, 2025

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Sale of Power	$ 52,914,865	$ 10,466,463	20%	$ 10,240,734	$ 225,729
Other Electric Revenue	640,905	72,064	11%	64,829	7,235
Gain on Sale of Assets	-	210	0%	-	210
Reserve for Encumbrances	1,169,307	-	0%	-	-
Appropriated from Net Position	200,000	-	0%	-	-
Total Operating Revenues	54,925,077	10,538,737	19%	10,305,563	233,174
Operating Expenses					
Other Power Generation - Operation	125,000	16,337	13%	18,695	(2,358)
Other Power Generation - Maintenance	112,024	12,329	11%	22,271	(9,942)
Purchased Power	29,730,000	5,249,483	18%	5,893,104	(643,621)
Transmission - Operation	9,705,233	1,554,449	16%	1,605,928	(51,479)
Transmission - Maintenance	47,902	543	1%	498	45
Distribution - Operations	1,248,983	193,167	15%	185,093	8,074
Distribution - Maintenance	1,732,617	258,081	15%	227,554	30,527
Customer Service	739,842	99,103	13%	103,787	(4,684)
Administration & General - Operation	2,592,211	68,079	3%	(9,018)	77,097
Administration & General - Maintenance	256,694	87,077	34%	93,597	(6,520)
Depreciation	-	293,042	0%	292,715	327
Capital	4,878,180	1,325,123	27%	(164,449)	1,489,572
Contingency	596,391	-	0%	-	-
Total Operating Expenses	51,765,077	9,156,813	18%	8,269,775	887,038
Income (loss) Before Transfers	3,160,000	1,381,924		2,035,788	(653,864)
Transfers (Payment in Lieu of Taxes)	(3,160,000)	(526,667)	17%	(526,667)	-
Income (loss)	$ -	$ 855,257		$ 1,509,121	$ (653,864)

City of Salem, Virginia
Water Fund
Statement of Operations
For Two Months Ending August 31, 2025

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Services	$ 8,761,544	$ 1,499,203	17%	$ 1,489,473	$ 9,730
Other Revenue	501,000	268,978	54%	64,662	204,316
Water Federal Grants Revenue	12,000	-	0%	-	-
Reserve for Encumbrances	288,019	-	0%	-	-
Appropriated from Net Position	2,620,000	-	0%	-	-
Total Operating Revenues	12,182,563	1,768,181	15%	1,554,135	214,046
Operating Expenses					
Production					
Salaries of Personnel	1,174,952	168,901	14%	155,279	13,622
Fringe Benefits	517,726	75,961	15%	73,336	2,625
Contractual Services	744,706	85,795	12%	74,044	11,751
Printing and Binding	2,500	-	0%	-	-
Advertising	1,000	-	0%	-	-
Utilities	567,772	93,104	16%	91,664	1,440
Communications	5,900	564	10%	648	(84)
Insurance	36,500	1,786	5%	1,786	-
Travel and Training	9,800	2,894	30%	408	2,486
Miscellaneous	80,297	34,723	43%	34,384	339
Materials and Supplies	359,381	39,261	11%	58,707	(19,446)
Depreciation	-	145,453	0%	143,708	1,745
Capital	272,243	17,056	6%	69,245	(52,189)
Interest Obligations	-	(20,657)	0%	-	(20,657)
Contingency	264,676	-	0%	-	-
Total Production Expenses	4,037,453	644,841	16%	703,209	(58,368)
Distribution					
Salaries of Personnel	883,400	131,857	15%	128,435	3,422
Fringe Benefits	407,397	59,088	15%	62,720	(3,632)
Contractual Services	1,244,033	206,889	17%	183,278	23,611
Printing and Binding	500	-	0%	-	-
Communications	4,850	528	11%	1,326	(798)
Insurance	37,500	-	0%	-	-
Lease/Rent of Equipment	2,000	-	0%	250	(250)
Travel and Training	7,600	389	5%	178	211
Miscellaneous	34,597	6,465	19%	6,390	75
Miscellaneous Credits	(290,000)	(72,364)	25%	(67,924)	(4,440)
Materials and Supplies	191,528	50,315	26%	16,802	33,513
Depreciation	-	38,727	0%	38,368	359
Capital	176,857	32,050	18%	545,692	(513,642)
Interest Obligations	1,742,848	(26,853)	-2%	(31,973)	5,120
Total Distribution Expenses	4,443,110	427,091	10%	883,542	(456,451)
Income (loss) Before Transfers	3,702,000	696,249		(32,616)	728,865
Transfer to Water Capital Fund	(3,548,000)	-	0%	-	-
Transfer (Payment in Lieu of Taxes)	(154,000)	(24,863)	16%	(24,159)	(704)
Income (loss)	$ -	$ 671,386		$ (56,775)	$ 728,161

City of Salem, Virginia
Sewer Fund
Statement of Operations
For Two Months Ending August 31, 2025

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Services	$ 7,706,888	$ 1,277,078	17%	$ 1,278,226	$ (1,148)
Other Revenue	210,000	37,830	18%	21,552	16,278
Reserve for Encumbrances	136,525	-	0%	-	-
Total Operating Revenues	8,053,413	1,314,908	16%	1,299,778	15,130
Operating Expenses					
Salaries of Personnel	1,027,292	119,611	12%	124,598	(4,987)
Fringe Benefits	480,351	58,373	12%	61,431	(3,058)
Contractual Services	3,565,295	450,229	13%	411,488	38,741
Printing and Binding	1,500	-	0%	-	-
Advertising	1,500	-	0%	-	-
Utilities	5,472	715	13%	579	136
Communications	14,850	1,882	13%	2,315	(433)
Insurance	16,500	-	0%	-	-
Lease/Rent of Equipment	1,800	-	0%	250	(250)
Travel and Training	12,000	524	4%	1,517	(993)
Miscellaneous	44,516	9,091	20%	8,889	202
Miscellaneous Credits	(270,000)	(28,909)	11%	(34,701)	5,792
Materials and Supplies	88,220	5,882	7%	8,414	(2,532)
Depreciation	-	239,885	0%	240,352	(467)
Capital	166,161	13,946	8%	29,391	(15,445)
Interest Obligations	1,932,079	2,383	0%	1,777	606
Contingency	485,877	-	0%	-	-
Total Operating Expenses	7,573,413	873,612	12%	856,300	17,312
Income (loss) before Transfers	480,000	441,296		443,478	(2,182)
Transfer to Sewer Capital Fund	(480,000)	-	0%	-	-
Income (loss)	$ -	$ 441,296		$ 443,478	$ (2,182)

City of Salem, Virginia
Salem Civic Center
Statement of Operations
For Two Months Ending August 31, 2025

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Shows/rentals	$ 405,023	$ 46,393	11%	$ 55,329	$ (8,936)
Box office shows	1,887,681	809,593	43%	2,349	807,244
Merchandise and commissions	310,800	62,499	20%	12,630	49,869
Static advertising	60,000	8,875	15%	5,875	3,000
Miscellaneous income	20,000	4,989	25%	763	4,226
Interest Income	1,500	847	56%	62	785
Salem Fair	690,000	596,530	86%	672,481	(75,951)
Reserve For Encumbrances	167,256	-	0%	-	-
Total Operating Revenues	3,542,260	1,529,726	43%	749,489	780,237
Operating Expenses					
Salaries of personnel	1,472,247	298,353	20%	269,469	28,884
Fringe benefits	554,190	89,115	16%	79,872	9,243
Maintenance and contractual services	256,834	60,926	24%	26,402	34,524
Printing and binding	500	247	49%	-	247
Advertising	25,000	1,813	7%	6,019	(4,206)
Utilities	427,363	95,028	22%	103,141	(8,113)
Communications	11,400	1,778	16%	1,681	97
Insurance	32,000	-	0%	-	-
Leases and Rentals	3,200	2,639	82%	2,639	-
Travel and training	53,700	21,769	41%	-	21,769
Miscellaneous	108,260	25,647	24%	25,504	143
Show expense	1,800,000	543,435	30%	14,983	528,452
Fair expense	646,681	544,318	84%	400,237	144,081
Materials and supplies	50,000	5,111	10%	6,920	(1,809)
Capital	754,241	100,871	13%	-	100,871
Depreciation	-	52,947	0%	49,218	3,729
Total Operating Expenses	6,195,616	1,843,997	30%	986,085	857,912
Income (loss) Before Transfers	(2,653,356)	(314,271)		(236,596)	(77,675)
Transfers	2,653,356	339,309	13%	327,941	11,368
Income (loss)	$ -	$ 25,038		$ 91,345	$ (66,307)

City of Salem, Virginia
Salem Catering and Concessions
Statement of Operations
For Two Months Ending August 31, 2025

Operating Revenues:	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Catering	$ 764,000	$ 237,752	31%	$ 76,996	$ 160,756
Concessions	177,500	27,230	15%	7,080	20,150
Moyer Concessions	100,000	43,055	43%	19,402	23,653
Salem High Concessions	14,000	2,825	20%	1,148	1,677
Reserve For Encumbrances	74,210	-	0%	-	-
Total Operating Revenues	1,129,710	310,862	28%	104,626	206,236
Operating Expenses:					
Catering					
Salaries of personnel	354,775	55,792	16%	46,094	9,698
Fringe benefits	108,831	14,688	13%	14,634	54
Contractual services	33,465	1,017	3%	2,417	(1,400)
Printing and binding	300	-	0%	-	-
Advertising	2,000	-	0%	-	-
Laundry and Cleaning	1,500	-	0%	-	-
Communications	200	32	16%	32	-
Insurance	2,000	-	0%	-	-
Miscellaneous	40,612	9,926	24%	5,576	4,350
Materials and supplies	247,500	65,194	26%	26,730	38,464
Capital	74,210	-	0%	-	-
Depreciation	-	595	0%	574	21
Contingency	36,261	-	0%	-	-
Total Catering Expenses	901,654	147,244	16%	96,057	51,187
Concessions					
Salaries of Personnel	65,183	9,791	15%	9,351	440
Fringe Benefits	13,001	1,655	13%	1,347	308
Contractual services	25,000	6,464	26%	-	6,464
Miscellaneous	150	67	45%	(26)	93
Materials and Supplies	54,500	8,013	15%	1,035	6,978
Total Concessions Expenses	157,834	25,990	16%	11,707	14,283
Moyer Concessions					
Salaries of Personnel	37,740	9,297	25%	5,578	3,719
Fringe Benefits	11,713	2,064	18%	1,530	534
Contractual services	22,500	2,742	12%	6,450	(3,708)
Miscellaneous	-	(10)	0%	161	(171)
Materials and Supplies	33,000	12,002	36%	3,405	8,597
Total Moyer Expenses	104,953	26,095	25%	17,124	8,971
Salem High Concessions					
Salaries of Personnel	10,818	300	3%	245	55
Fringe Benefits	2,679	109	4%	84	25
Contractual	1,500	-	0%	-	-
Materials and Supplies	3,400	739	22%	89	650
Total Salem High Expenses	18,397	1,148	6%	418	730
Income (loss) Before Transfers	(53,128)	110,385		(20,680)	131,065
Transfers	53,128	-	0%	-	-
Income (loss)	$ -	$ 110,385		$ (20,680)	$ 131,065

City of Salem, Virginia
Water and Sewer Capital Funds
Statement of Revenues and Expenditures
For Period Ending August 31, 2025

	Budget	Project To Date	Encumbrances	Total Project	Available Balance	Year To Date
Water Capital Fund						
Expenditures:						
North Salem Water Improvements	7,650,000	16,045	39,908	55,953	7,594,047	-
Well Construction	2,792,843	1,503,666	1,284,464	2,788,130	4,713	(36,637)
Franklin St Water Tank Replacement	677,432	545,569	59,667	605,236	72,196	(34,008)
Blackwood Tank Rehab and Replacement	820,000	-	-	-	820,000	-
Litchell/Wildwood Pump Station Replace	350,000	-	-	-	350,000	-
Waterline Design and Replacement	1,396,446	-	170,880	170,880	1,225,566	-
Contingency	50,000	-	-	-	50,000	-
Total Expenditures	$ 13,736,721	$ 2,065,280	$ 1,554,919	$ 3,620,199	$ 10,116,522	
Sewer Capital Fund						
Expenditures:						
Roanoke River Upper Sewer Rehab	7,154,710	-	-	-	7,154,710	-
Wiley Ct Sewer Improvements	375,000	-	-	-	375,000	-
Pomeroy Sewer System Upgrade	1,860,000	8,100	54,900	63,000	1,797,000	8,100
Mason Creek Interceptor Upgrade	740,000	26,771	683,771	710,542	29,458	-
Contingency	50,000	-	-	-	50,000	-
Total Expenditures	$ 10,179,710	$ 34,871	$ 738,671	$ 773,542	$ 9,406,168	

Schedule N

City of Salem, Virginia
Health Insurance Fund
Statement of Revenues and Expenses
For One Month Ending July 31, 2025

	Budget	Current Year Year to Date	Percent to Date	Prior Year Year to Date	Variance
Beginning Net Position	$ -	$ 8,151,291		$ 9,399,213	$ (1,247,922)
Revenue					
Premiums Paid - City	6,153,355	493,196	8%	491,988	1,208
Premiums Paid - School	5,175,000	389,748	8%	418,903	(29,155)
Premiums Paid - Retirees	830,000	165,013	20%	129,324	35,689
Dental Premiums Paid	597,000	52,267	9%	52,715	(448)
Interest Earnings	470,000	-	0%	-	-
Miscellaneous	24,789	-	0%	1,574	(1,574)
Total Year to Date Revenues	13,250,144	1,100,224	8%	1,094,504	5,720
Expenses					
Health Claims	12,025,936	1,236,112	10%	1,283,230	(47,118)
Dental Claims	597,000	61,194	10%	51,055	10,139
Employee Health Clinic	531,258	44,839	8%	38,304	6,535
Consulting Services	91,050	9,459	10%	11,376	(1,917)
Miscellaneous	4,900	4,764	97%	4,408	356
Total Year to Date Expenses	13,250,144	1,356,368	10%	1,388,373	(32,005)
Ending Net Position	$ -	$ 7,895,147		$ 9,105,344	$ (1,210,197)

City of Salem, Virginia
Schedule of Deposits and Investments
For Period Ending August 31, 2025

	Cash Value 8/31/2025	Net Change in Fair Value	Fair Value 8/31/2025	FV as a % of Portfolio
Demand & Time Deposits				
Concentration Account	$ 47,721,070	$ -	$ 47,721,070	28.2%
Payroll Account	10,398	-	10,398	0.0%
Revenue Recovery Account	14,054	-	14,054	0.0%
Utility Billing Account	64,292	-	64,292	0.0%
Box Office Account	2,669,612	-	2,669,612	1.6%
Held as Fiscal Agent of:				
Cardinal Academy	1,104,175	-	1,104,175	0.7%
Court Community Corrections	1,373,615	-	1,373,615	0.8%
Held on Behalf of:				
Economic Development Authority	97,783	-	97,783	0.1%
Total Demand & Time Deposits	53,054,999	-	53,054,999	31.4%
Investments				
Local Government Investment Pool (LGIP)	114,001,032	-	114,001,032	67.6%
VA State Non-Arbitrage Program (SNAP)	1,479,793	-	1,479,793	0.9%
Held on Behalf of:				
Economic Development Authority LGIP	701,168	-	701,168	0.4%
Total Investments	116,181,993	-	116,181,993	68.9%
Total Deposits and Investments	$ 169,236,992	$ -	$ 169,236,992	100.3%

Item #: 6.A.

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

MEETING DATE: October 14, 2025

AGENDA ITEM: **Salem City School Board**
Hold a public hearing to receive the views of citizens within the School Division regarding the School Board appointments for the expiring terms ending December 31, 2025, of two members of the City of Salem School Board. (As advertised in the September 4, 2025, issue of the *Salem-Times Register*).

SUBMITTED BY: Chris Dorsey, City Manager

SUMMARY OF INFORMATION:
City Council is holding a public hearing pursuant to section 22.1-29.1 of the Code of Virginia as amended to receive citizen views regarding filling the expiring terms ending December 31, 2025, of Andy Raines and Stacey Danstrom for the City of Salem School Board.

As advertised in the Thursday, September 4th edition of the *Salem Times-Register,* all candidates seeking appointment were requested to submit a letter of interest and resume prior to the end of this public hearing. However, in all cases the names of all candidates for consideration must be expressed by the closing of the public hearing.

FISCAL IMPACT:

STAFF RECOMMENDATION:
Staff recommends Council conduct a public hearing on this item.

ATTACHMENTS:
1. Item 6A 10-14-25 Legal Ad 9.4.2025

MAIN STREET CLASSIFIEDS
Marketplace
ourvalley.org
The Fincastle Herald · Vinton Messenger · The New Castle Record · Salem Times-Register · News Messenger · Radford News Journal

Home Improvement

AA Home Improvement
Painting, plumbing, roofing, brick and block
Over twenty years' experience
Free estimates
540.762.5584

Legals - Craig County

Order of Publication
Commonwealth of Virginia VA Code§§ 1-211.1; 8.01-316,-317,20-104
Case No CL 25-193
VIRGINIA: IN THE CIRCUIT COURT FOR THE COUNTY OF CRAIG
THE COUNTY OF CRAIG, VIRGINIA, a political subdivision of the Commonwealth of Virginia, Plaintiff,
v.
MICHAEL V. FALGIANO, UNKNOWN HEIRS OF JANICE E. WEBB, TRUSTEE OF THE JANICE E. WEBB TRUST FUND UNDER AGREEMENT June 4, 1997, BRADFORD WEBB, SALLY WEBB, a/k/a SALLY A. MINAHAN, JOHN K. PRILLAMAN, TRUSTEE, and PARTIES UNKNOWN, Defendant(s).
ORDER OF PUBLICATION
~~The object of this suit is to~~ enforce a lien for delinquent real estate taxes against the property known as Tax Map No. 53-1-5 (5480 Dicks Creek Road). An Affidavit having been filed stating that due diligence has been used, without effect, to ascertain the location of the named Defendant(s), that the Defendant(s) may be non-residents of Virginia and maintain no domicile within the borders of the Commonwealth, or are deceased, or that there may be parties who have an interest in the property but are unknown, namely, the heirs, devisees, and successors in title of the named Defendant(s), made Defendants by the general description of Pa[illegible] it is
ORDERED that the named Defendant(s) and all Parties Unknown appear on or before October 27, 2025, and do what may be necessary to protect their interests in this cause.
Entered 8/25/25
Honorable Joel R. Branscom, Judge
County of Craig, Virginia
I Ask For This:
N. Reid Broughton (VSB No. 36899)
Katie M. DeCoster (VSB No. 82896)
Sands Anderson PC
P.O. Box 2009
Christiansburg, VA 24068-2009
(540)260-9011
(540) 260-0022 (facsimile)

Legals - Botetourt County

IN THE CIRCUIT COURT OF UPSHUR COUNTY, WEST VIRGINIA
IN RE: ALLEY MARIE MERCEDES R.
Infant alleged to be abused and neglected
DATE OF BIRTH: 07/14/2025
BIRTH MOTHER: JUANA R.
PLACE OF BIRTH: Harrison County, WV (UHC)
NOTICE
CASE NO. 25-JA-47
Kurt W. Hall, Judge
TO: THE PUTATIVE FATHER DAMIAN WILMOTH AND ANY AND ALL WHO CLAIM PARENTAL AND/OR CUSTODIAL RIGHTS IN AND TO THE CHILD ALLEY MARIE MERCEDES R. YOU, AND EACH OF YOU, ARE HEREBY NOTIFIED THAT:
1. A petition has been filed in the above styled action alleging that the said child is an abused and neglected child pursuant to Chapter 49, Article 1, Section 201, of the West Virginia Code, as amended; seeking the placement of the child in the permanent custody of the West Virginia Department of Health and Human Resources and the termination of parental and custodial rights.
2. The child has a right to counsel at every stage of the proceedings.
3. You, and each of you, have a right to counsel at every stage of the proceedings. If you are unable to afford to pay for your own counsel, the Court will appoint a competent attorney to represent you and protect your interests.
4. Proceedings under this Petition can result in the permanent termination of your parental and/or custodial rights.
5. YOU, AND EACH OF YOU, ARE HEREBY NOTIFIED THAT A HEARING UPON THE PETITION IN THE ABOVE STYLED ACTION IS SCHEDULED IN THE CIRCUIT COURT OF UPSHUR COUNTY, WEST VIRGINIA, ON THE 9th day of October, 2025 at 2:00 p.m. IN THE CIRCUIT COURTROOM OF THE UPSHUR COUNTY COURTHOUSE, SITUATED AT 40 WEST MAIN STREET, IN THE CITY OF BUCKHANNON, UPSHUR COUNTY, WEST VIRGINIA, AT WHICH TIME AND PLACE YOU MAY APPEAR AND SHOW CAUSE AGAINST THE SAME IF YOU SO DESIRE.
6. To inquire regarding the child, you may contact the following:
Tara Burr, CPS Supervisor, or John Connill, CPSW
WV DoHS
PO Box 460,
Buckhannon, WV 26201
Tele: 304-4734230
R. Mirlah Mills
Assistant Prosecuting Attorney
38 W. Main St. Room 202
Buckhannon, WV 26201
Tele: 304-472-9699
7. A copy of the Petition may be obtained from the Clerk of the Circuit Court of Upshur County, West Virginia.
Entered by the Clerk of this Court this 19 day of August, 2025.
Brian P. Gaudet,
Circuit Clerk
Upshur County,
West Virginia
By:
Melissa G. Cunema, Deputy

TRUSTEE'S SALE OF PROPERTY 8415 Flag Lane, Roanoke, VA 24019 Tax Map No. 106-191, Parcel ID 30488

In execution of a Deed of Trust dated November 13, 2020, in the principal amount of $115,548.92, recorded in the Clerk's Office of the Circuit Court of Botetourt County, Virginia, of record as Instrument Number 200005614, Woods Rogers Vandeventer Black PLC, Substitute Trustee, will offer for sale at public auction outside the front entrance of the Public Safety Building, Courthouse of Botetourt County Circuit Court, 205 North Roanoke Street, Fincastle, VA 24090, on September 16, 2025 at 12:00 noon, the property described in said Deed of Trust lying in Botetourt County, Virginia, and more particularly described as follows:

Beginning at the intersection of the extreme southern corner of Tax Parcel No. 106-193, the western corner of Tax Parcel No. 106-194, and the extreme northern corner of the property herein conveyed thence proceeding S. 47 degs. 15' 00" E. 234.50 feet to a point; thence S. 38 degs. 54' 23" W. 105.89 feet to a point; thence N. 47 degs. 15' 00" W. 245.21 feet to a point; thence N. 42 degs. 42' 42" E. 105.34 feet to the place of BEGINNING and containing 0.5801 acres, as more fully shown on "Resurvey for Anthony W. Smith Showing Tax No. 106-191 located along Flag Lane", dated November 3, 2019, a copy of which is recorded in the Clerk's Office of the Circuit Court of Botetourt County, Virginia, with the Deed at Instrument No. 200003069, a copy of which is incorporated herein by reference hereto. TOGETHER WITH a fifteen (15) foot non-exclusive, appurtenant, right of way over Flag Lane as more fully shown on the aforesaid plat of survey.

TERMS: Cash - Bidder's deposit of ten percent (10%) of the sales price by cashier's or certified check may be required. Balance of purchase price shall be due and payable not later than ten (10) days after sale.

WOODS ROGERS VANDEVENTER BLACK PLC, Substitute Trustee
For information Contact: Woods Rogers Vandeventer Black PLC, P.O. Box 14125, Roanoke, VA 24038-4125, Telephone: [redacted]

Legals - Montgomery County

NOTICE Abandoned watercraft
Notice is hereby given that the following watercraft has been abandoned for more than 60 days on the property of Chris Hodge 1841 Oilwell Rd Blacksburg Va 24060.
1978 Glastron 77build date cream and orange col- or With Va Id VA 2494 OD Application for watercraft registration/title will be made in accordance with section 29.1-733.25 of the code of Virginia if this watercraft is not claimed and removed within 30 days of first publication of this notice. Please contact the Virginia Department of Wildlife Resources with questions.

NOTICE OF TRUSTEE'S SALE OF IMPROVED REAL ESTATE LOCATED AT: 3815 Divine Drive, Christiansburg, VA 24073 COUNTY OF MONTGOMERY Tax Map# 125-A-29 1 Parcel ID: 004043
IN EXECUTION OF A DEED OF TRUST IN THE ORIGINAL PRINCIPAL AMOUNT OF $100,000.00, DATED THE 2nd DAY OF FEBRUARY, 2023, RECORDED IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF MONTGOMERY COUNTY, VIRGINIA, AS INSTRUMENT NO. 2023001009. DEFAULT HAVING OCCURRED IN THE PAYMENT OF THE NOTE SECURED THEREBY, AND AT THE REQUEST OF THE HOLDER OF THE NOTE, THE UNDERSIGNED SUBSTITUTE TRUSTEE, WILL OFFER FOR SALE AT PUBLIC AUCTION AT THE ENTRANCE OF THE CIRCUIT COURT COUNTY OF MONTGOMERY, LOCATED AT 55 EAST MAIN STREET, CHRISTIANSBURG, VA 24073, ON 5th DAY OF SEPTEMBER, 2025 AT 10:00 A.M., THE REAL ESTATE WITH IMPROVEMENTS THEREON, LYING AND BEING SITUATE IN THE RINER MAGISTERIAL DISTRICT OF THE COUNTY OF MONTGOMERY, STATE OF VIRGINIA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

Parcel 1: BEING all of Lot No. 9 of The Meadows of Fairview Subdivision, as shown on a plat of survey entitled, 'Plat of Subdivision of the Meadows of Fairview, Riner Magisterial District, Montgomery County, Virginia", which said plat is dated April 29, 1992, made by Ralph O. Clements, Land Surveyor of Gay and Keesee, Incorporated, Christiansburg, Virginia, which said plat is recorded in the Clerk's Office of the Circuit Court of Montgomery County, Virginia, in Plat Book 23, Page 418;
AND BEING the same property conveyed to Thomas J. Rutledge, Jr., et ux, by deed from Hash Investments, L.L.C., a Virginia Limited Liability Company, dated August 21, 2003, recorded in the aforesaid Clerk's Office as Instrument No. 2003015536.

Parcel 2: BEING all that certain 0.355 acre parcel from the original Lot 10, all that certain 0.373 acre parcel from the original Lot 1 1, and all that certain 0.022 acre parcel from the original Lot 12 of The Meadows of Fairview, said parcels being added to the original Lot 9, to become the Revised Lot 9 as shown on the 'Plat of Resubdivision of Lots 9, 10, 1 1 & 12, The Meadows of Fairview, Riner Magisterial District, Montgomery County, Virginia", which said Plat is dated February 17, 2004, made by Ralph O. Clements, Land Surveyor, of Gay and Keesee, Incorporated, Christiansburg, Virginia, designated Job No. 1 150.4, a copy of which is recorded in the aforesaid Clerk's Office in Plat Book 24, page 220, Instrument No. 2004003383.
AND BEING the same property conveyed to Thomas J. Rutledge, Jr., et ux, by deed from Hash Investments, L.L.C., a Virginia Limited Liability Company, dated March 24, 2004, recorded in the aforesaid Clerk's Office as Instrument No. 2004003613. Tax Map No: 127-12 9 Parcel ID: 100042

Legals - Montgomery County

Address: 3815 Divine Drive, Christiansburg, VA 24073
SALE WILL BE MADE SUBJECT TO ALL EXISTING EASEMENTS AND RESTRICTIVE COVENANTS AS THE SAME MAY LAWFULLY AFFECT THE REAL ESTATE.
TERMS OF SALE: CERTIFIED FUNDS OR CASHIER'S CHECK. A BIDDER'S DEPOSIT OF TEN PERCENT (10%) OF THE SALES PRICE. WITH FULL SETTLEMENT TO BE MADE WITHIN FIFTEEN (15) DAYS FROM DATE OF SALE. ADDITIONAL TERMS MAY BE ANNOUNCED AT THE TIME OF SALE.
THIS NOTICE IS AN ATTEMPT TO COLLECT A DEBT AND ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE.
PLACE OF SALE: FRONT OF THE MONTGOMERY COUNTY COURTHOUSE, LOCATED AT 55 EAST MAIN STREET, CHRISTIANSBURG, VA
DATE OF SALE: SEPTEMBER 5, 2025
TIME OF SALE 10:00 AM
Daniel D. Hamrick, PC.

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

VDOT

ADVERTISEMENT FOR SNOW REMOVAL EQUIPMENT SERVICES WITH OPERATOR SIGNUP

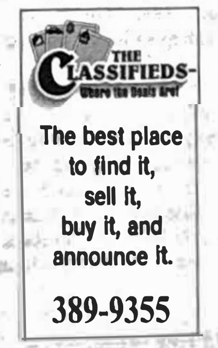
The Virginia Department of Transportation invites heavy equipment owners to sign up for the rental of their equipment with operators for SNOW & ICE REMOVAL purposes in Christiansburg Residency which includes the counties of Floyd, Giles, Montgomery, and Pulaski during the winter of 2025-2026. Price per hour shall include operators, fuel, tire chains, supplies and required insurance. VDOT will need dump trucks, pickups with plows, motorgraders, backhoes, dozers, track loaders, tractors, rubber-tire loaders and farm tractors. All equipment shall be equipped for night work and be in good mechanical condition to ensure a safe and dependable 24/7 operation. VDOT reserves the right to determine acceptability of equipment size and condition for the task. Contractors submitting prices meeting the requirements of the Agreement may be contracted with and may be eligible to receive a bonus payment and a minimum guaranteed payment for the season.

Contractors must submit their application on the electronic M7B bidding site at https://plow4va.vdot.virginia.gov. All new and returning Contractors must be active in the Virginia eProcurement Portal (eVA) in order to do business with the Commonwealth of Virginia (https://eva.virginia.gov).

Applications received by 7:00 PM on Thursday October 2, 2025 may be eligible for a bonus payment. See the EVA posting for additional information, including contract requirements.

Questions can be directed to the Christiansburg Residency from 8:00 AM to 5:00 PM Monday – Friday Phone: 540-381-7201 Email: SalemDistrictSnow@vdot.vi rginia.gov

EEO/AA Employer



Legals - Montgomery County

Order of Publication
Commonwealth of Virginia VA Code Ann. §§ 1-211.1, 8.01-316,-317,20-104
Case No CL24001869-00
ORDER OF PUBLICATION
Commonwealth of Virginia
case No CL24001869-00
Montgomery County Circuit Court

Ally Bank v. Amber D. Bassler

The object of this suit is to:
Obtain a judgment in detinue for the return of one 2019 Jeep Grand Cherokee, or in the alternative, damages for amounts due under the contract forming the basis for the action.
It is ORDERED that Amber D. Bassler appear at the above-named court and protect his/her interests on or before 10/6/2025.

Signed 7/29/2025
Honorable K. Mike Fleenor, Judge

Legals - City of Salem

Notice is hereby given to all interested persons that the City of Salem Planning Commission, at its regular meeting on September 10, 2025, at 6:30 p.m., in Council Chambers, City Hall, 114 North Broad Street, in the City of Salem, Virginia, will hold a public hearing, pursuant to Sections 15.2-2204 and 15.2-2285 of the Code of Virginia, as amended, to consider approval of the following requests relative to the CODE OF THE CITY OF SALEM, VIRGINIA:

1. Consider adopting a resolution of recommendation regarding Salem's Comprehensive Plan "Back to Salem's Future, Plan 2045". The plan addresses housing, redevelopment, open space, city government, transportation & infrastructure, land use, and other information used to outline the City's long-term vision and goals for development and growth.

2. Consider amending Chapter 78 – Subdivisions – Articles I – Generally, Section 78-103, Article II – Administration, Sections 78-200, 201, 204, and 208, Article III – Definitions, Section 78-300, Article IV – Review of plats, Sections 78-400, 401, 402, 403, 404, 405, 406, 407, 408, 416, 421, and Article V – Security for the construction of public improvements, Sections, 78-501 and 503, Article VI – Requirements for design standards and public improvements, Sections 78-600, 602, 606, 607, 611, 615, 617, 625, 629, 634, and 642, Article VII – Vacation of plats, Sections 78-701 and 706 of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to plan review by designated agent and timeframe of local approvals.

3. Consider amending Chapter 106 – Zoning, Article II – District Regulations, Section 106-232 pertaining to industrial park overlay district, Article III – Use and design standards, Section 106-318 pertaining to Urban agriculture, Article IV – Development standards, Section 106-400 pertaining to site plans, 402 pertaining to nonconforming uses and sites, 406 pertaining to plot plans, Article V – Administration, Section 106-520 pertaining to amendments to ordinance, 524 pertaining to special exception permits and use not provided for permits, Article VI – Definitions and Use Types, Section 106-600 pertaining to site plans, of the CODE OF THE CITY OF SALEM, VIRGINIA.

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 PLANNING COMMISSION OF THE CITY OF SALEM, VIRGINIA
BY: Christopher J. Dorsey
Executive Secretary

PUBLIC HEARING
Pursuant to Section 22.1-29.1 of the Code of Virginia, as amended to date, notice is hereby given that the Council of the City of Salem will hold a public hearing at 6:30 p.m., October 14, 2025, in Council Chambers, City Hall, 114 North Broad Street, Salem, Virginia, to receive views of citizens within the Salem School District regarding the appointment to fill the expiring terms ending 12/31/2025 of two members on the City of Salem School Board. All candidates seeking appointment must submit a letter of interest and résumé to the Deputy Clerk of Council. Submissions are requested by noon on Friday, October 10, 2025, however in all cases must be submitted prior to the closing of this public hearing. Candidates may be interviewed individually by City Council.
THE COUNCIL OF THE CITY OF SALEM, VIRGINIA
H. Robert Light
Clerk of Salem City Council

VDOT
Virginia Department of Transportation

ADVERTISEMENT FOR SNOW REMOVAL EQUIPMENT SERVICES WITH OPERATOR SIGNUP

The Virginia Department of Transportation invites heavy equipment owners to sign up for the rental of their equipment with operators for SNOW & ICE REMOVAL purposes in Salem Residency which includes the counties of Roanoke, Botetourt and Craig during the winter of 2025-2026. Price per hour shall include operators, fuel, tire chains, supplies and required insurance. VDOT will need dump trucks, pickups with plows, motorgraders, backhoes, dozers, track loaders, tractors, rubber-tire loaders and farm tractors. All equipment shall be equipped for night work and be in good mechanical condition to ensure a safe and dependable 24/7 operation. VDOT reserves the right to determine acceptability of equipment size and condition for the task. Contractors submitting prices meeting the requirements of the Agreement may be contracted with and may be eligible to receive a bonus payment and a minimum guaranteed payment for the season.

Contractors must submit their application on the electronic M7B bidding site at https://plow4va.vdot.virginia.gov. All new and returning Contractors must be active in the Virginia eProcurement Portal (eVA) in order to do business with the Commonwealth of Virginia (https://eva.virginia.gov).

Applications received by 7:00 PM on Thursday October 2, 2025 may be eligible for a bonus payment. See the EVA posting for additional information, including contract requirements.

Questions can be directed to the Salem Residency from 8:00 AM to 5:00 PM Monday – Friday. Phone 540-387-5497, Email: SalemDistrictSnow@vdot.vi rginia.gov

EEO/AA Employer

Legals - Town of Vinton

ABC NOTICE

AVI FOOD INC. trading as N & M MARKET
1102 Orange Avenue NW, Roanoke VA 24017-6324

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

Nandan 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 or 800-552-3200.

Item #: 6.B.

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

MEETING DATE: October 14, 2025

AGENDA ITEM: **Vacation of Right-of-Way**
Consider ordinance on first reading permanently vacating and disposing of an approximate 1/10-acre unimproved dead-end section of Penguin Lane (Public hearing was held at the September 8, 2025, meeting).

SUBMITTED BY: Rob Light, Assistant City Manager/Clerk of Council

SUMMARY OF INFORMATION:
The City of Salem received a request from Marvin and Kristen Loyd to vacate an approximate 1/10 acre unimproved dead-end section of Penguin Lane. The right of way is bounded by tax parcel 10-1-3 to the north and east, tax parcel 11-2-1 to the south and the west by the intercept of tax parcel 10-1-3.7 eastern property line to the southern right of way of Penguin Lane.

City staff has reviewed the request. Staff has determined that this section of right of way exists for the potential future expansion of this subdivision on the @9.77 acre parcel now owned by the Loyd's based on the following factors:

1. The proposed right of way vacation area extends @175 feet beyond the paved section of Penguin Lane.
2. The existence of a previous right of way section that connected to the area requested for vacation (vacated by Council ordinance in 2017).
3. The location of an 8-inch water line extending well into the proposed vacation area.

The Loyd's recently purchased their parcel to build their home and require access for their driveway to the improved portion of Penguin Lane. Upon consultation with Community Development and the City Attorney, due to the amount of site work necessary as a result of the length and topography of the unimproved right of way section, it is in the best legal interest of the City that the Loyd's pursue formal vacation.

Based on the Loyd's intended use for the property, this section of right of way is no longer necessary. Additionally, access to Penguin Lane is needed in order to improve this vacant parcel.

Staff recommends that two conditions be included should Council grant approval of this vacation:

1. The City will cap off and abandon the section of water line extending into the vacated right of way. The City shall have no further obligation or responsibility for this abandoned line.
2. The grantee(s) shall submit a subdivision plat to the City for preliminary approval. Such plat shall combine all properties which would otherwise dispose of the land within the right of way to be vacated in a manner consistent with law.   Upon preliminary approval, a certified copy of the ordinance of vacation shall be recorded by the City as deeds are recorded and indexed in the name of the City. Subsequent to recording the ordinance of vacation, final approval of the grantee(s) subdivision plat will be granted. The grantee(s) shall have thirty (30) days from the date of final plat approval to record such plat with the Clerk of Circuit Court for the City of Salem.

FISCAL IMPACT:

The area vacated will become taxable real estate and is no longer needed by the City for the original intended purpose. Additionally, vacation will enable improvements to a now vacant parcel.

STAFF RECOMMENDATION:

Staff recommends Council approve the request and adopt the ordinance on first reading with the following conditions:

1. The City will cap off and abandon the section of water line extending into the vacated right of way. The City shall have no further obligation or responsibility for this abandoned line.
2. The grantee(s) shall submit a subdivision plat to the City for preliminary approval. Such plat shall combine all properties which would otherwise dispose of the land within the right of way to be vacated in a manner consistent with law.   Upon preliminary approval, a certified copy of the ordinance of vacation shall be recorded by the City as deeds are recorded and indexed in the name of the City. Subsequent to recording the ordinance of vacation, final approval of the grantee(s) subdivision plat will be granted. The grantee(s) shall have thirty (30) days from the date of final plat approval to record such plat with the Clerk of Circuit Court for the City of Salem.

ATTACHMENTS:

1. Item 6B 10-14-25 Letter of Request
2. Item 6B 10-14-25 Legal Ad
3. Item 6B 10-14-25 ordinance abandoning Dead-end section of Penguin Lane - 10.2025
4. Item 6B 10-14-25 PENGUIN_LN_ROW_VACATION_rev8-21-2025

August 4, 2025

Marvin and Kristen Loyd
208 Northern Trail
Salem, VA 24153

City of Salem, Virginia
City Manager and City Council
114 North Broad Street
Salem, VA 24153

Dear Mr. Dorsey and City Council,

We are hereby petitioning the City of Salem to vacate an approximate 1/10 acres of a right away access situated off Penguin Lane. The right of way is off Penguin Lane bordered by Tax Parcel # 10-1-3 / 393 Penguin Lane and Tax Parcel # 11-2-1 / 1204 Mountainview Drive.

I would like to use this area to square up our property and gain personal access to the property of 393 Penguin Lane.

Thank you for your consideration of our request.

Sincerely,

Kristen Loyd

Marvin and Kristen Loyd

Legal Notice

Published in Cardinal News on August 28, 2025

Location

Virginia County, Virginia

Notice Text

City of Salem Legal Notice
Take notice the undersigned will apply to the Council of the City of Salem at a public hearing on September 8, 2025 at 6:30 p.m. or as soon thereafter as may be heard in the Council Chambers of the City of Salem, at 114 North Broad Street, Salem, Virginia, based on an application to vacate an unimproved dead-end section of Penguin Lane, bounded by tax parcel 10-1-3 to the north and east, tax parcel 11-2-1 to the south and the west by the intercept of tax parcel 10-1-3.7 eastern property line to the southern right of way of Penguin Lane.
All parties of interest and citizens may appear on the above date and be heard on the question.
Marvin and Kristen Loyd
208 Northern Trail
Salem, VA 24153

Legal Notice

Published in Cardinal News on August 29, 2025

Location

Virginia County, Virginia

Notice Text

City of Salem Legal Notice
Take notice the undersigned will apply to the Council of the City of Salem at a public hearing on September 8, 2025 at 6:30 p.m. or as soon thereafter as may be heard in the Council Chambers of the City of Salem, at 114 North Broad Street, Salem, Virginia, based on an application to vacate an unimproved dead-end section of Penguin Lane, bounded by tax parcel 10-1-3 to the north and east, tax parcel 11-2-1 to the south and the west by the intercept of tax parcel 10-1-3.7 eastern property line to the southern right of way of Penguin Lane.
All parties of interest and citizens may appear on the above date and be heard on the question.
Marvin and Kristen Loyd
208 Northern Trail
Salem, VA 24153

AN ORDINANCE enacted pursuant to the provisions of Section 15.2-2272 of the 1950 Code of Virginia, as amended, providing for vacating an unimproved dead-end right of way section in the City of Salem, Virginia.

WHEREAS, Marvin and Krista Loyd submitted an application to the City of Salem pursuant to Virginia Code Section 15.2-2272 to vacate and dispose of an unimproved approximately 1/10 acre dead-end right of way section of Penguin Lane; and

WHEREAS, the unimproved dead-end section right of way is bounded by tax parcel 10-1-3 to the north and east, tax parcel 11-2-1 to the south and the west by the intercept of tax parcel 10-1-3.7 eastern property line to the southern right of way of Penguin Lane as shown on that certain drawing prepared by the City of Salem Community Development Department dated August 21, 2025, attached hereto ;and

WHEREAS, the applicant gave proper notice pursuant to Virginia Code Sections 15.2-2272 and Section 15.2-2204 to the land proprietors affected by the closing of the right of way by causing a public notice to be published in <u>Cardinal News</u>, an online newspaper published and having general circulation in the City of Salem, Virginia, such publication having been made twice, with the first notice appearing no more than 28 days before and the second notice appearing no less than five days before the date of the meeting referenced in the notice, to-wit; on August 28 and 29, 2025, and such notice specified the time and place of public hearing to-wit: September 8, 2025, at 6:30 p.m. in Council Chambers, City Hall, 114 North Broad Street, Salem, Virginia, at which time the public was allowed to present their views regarding the abandonment, all of which is shown by a Certificate of Publication executed by <u>Cardinal News</u> and filed with the papers in this proceeding; and

WHEREAS, the Council, after considering the evidence submitted, is of the opinion that vacating and closing the portion of the right of way described above will not abridge or destroy any of the rights and privileges of any person, and that no inconvenience would result to anyone therefrom, and it is further of the opinion that the request of the applicant should be granted, conditioned upon, and subject to:

1. The City will cap off and abandon the section of water line extending into the vacated right of way. The City shall have no further obligation or responsibility for this abandoned line.
2. The grantee(s) shall submit a subdivision plat to the City for preliminary approval. Such plat shall combine all properties which would otherwise dispose of the land within the right of way to be vacated in a manner consistent with law. Upon preliminary approval, a certified copy of the ordinance of vacation shall be recorded by the City as deeds are recorded and indexed in the name of the City. Subsequent to recording the ordinance of vacation, final approval of the grantee(s) subdivision plat will be granted. The grantee(s) shall have thirty (30) days from the date of final plat approval to record such plat with the Clerk of Circuit Court for the City of Salem.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, that subject to the conditions herein, the right of way section is permanently vacated, discontinued, and closed as provided in Section 15.2-2272 of the 1950 Code of Virginia, as amended to date; and

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

This ordinance shall be in full force and effect ten (10) days after recordation of the deed of public utility easement referenced above.

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

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

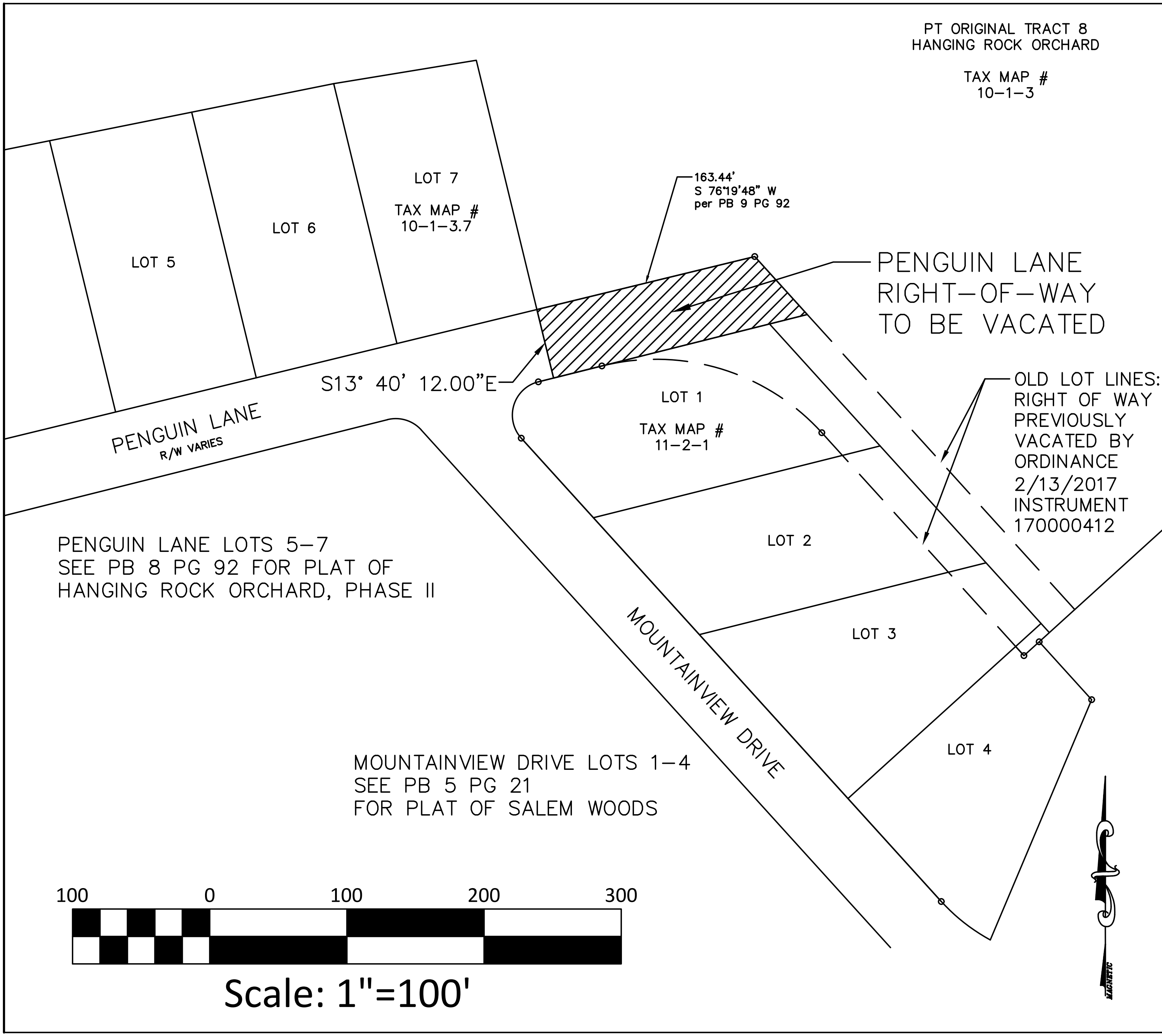
Passed:
Effective:

/s/_____
Mayor

ATTEST:

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

{00469380.DOCX }



SALEM VIRGINIA

City of Salem
Engineering and
Building Inspections
Department

21 South Bruffey St.
Salem, VA 24153
(540)375-3032

Drawn By: JLP

Checked By: CEV

Date: 08/21/2025

Drawing Name:
PENGUIN LANE
ROW VACATION

Scale: 1" = 100'

Revisions: -

Sheet No: 1/1

Item #: 6.C.

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

MEETING DATE: October 14, 2025

AGENDA ITEM: **Administrative Calendar for 2026**
Consider adoption of the Administrative Calendar for 2026

SUBMITTED BY: Rob Light, Assistant City Manager/Clerk of Council

SUMMARY OF INFORMATION:
Each year Council approves the City's Administrative Calendar establishing regular meeting dates and holiday observances for the upcoming year. Per City Code, should any regular Council meeting date fall on a day designated as a holiday in the Code of Virginia, the meeting shall be held on the next day (Tuesday). In 2026, note that Memorial Day and Columbus Day, recognized by the State Code, fall on regular Council meeting dates and thus are scheduled on Tuesdays.

FISCAL IMPACT:

STAFF RECOMMENDATION:
Staff recommends approval of the 2026 Administrative Calendar.

ATTACHMENTS:
1. Item 6C 10-14-25 2026 Administrative Calendar

2026 Administrative Calendar

2026 SALEM CITY COUNCIL MEETINGS

6:30 P.M., COUNCIL CHAMBERS,
CITY HALL, 114 NORTH BROAD STREET

JANUARY	12	and	26
FEBRUARY	9	and	23
MARCH	9	and	23
APRIL	13	and	27
MAY	11	and	26
JUNE	8	and	22
JULY	13	and	27
AUGUST	10	and	24
SEPTEMBER	14	and	28
OCTOBER	13	and	26
NOVEMBER	9	and	23
DECEMBER	14		

Work Sessions, if needed, may be held as part of the regular Council agenda or separately scheduled upon posting.

SALEM CITY COUNCIL'S AUDIT-FINANCE COMMITTEE

Meetings will be scheduled upon posting only if there are items on the Salem City Council agenda that need to be reviewed by said committee.

ECONOMIC DEVELOPMENT AUTHORITY MEETINGS

Meets the second Tuesday of each month as needed at 3:00 p.m., Council Chambers, City Hall, 114 North Broad Street.

Work Sessions, if needed, may be held as part of the regular Authority agenda or separately scheduled upon posting.

2026 PLANNING COMMISSION MEETINGS

6:30 P.M., COUNCIL CHAMBERS,
CITY HALL, 114 NORTH BROAD STREET

JANUARY	14
FEBRUARY	11
MARCH	11
APRIL	15
MAY	13
JUNE	10
JULY	15
AUGUST	12
SEPTEMBER	16
OCTOBER	14
NOVEMBER	12
DECEMBER	16

Work Sessions, if needed, may be held as part of the regular Commission agenda or separately scheduled upon posting.

CITY HOLIDAYS

City offices will be closed in observance of the following Holidays:

January 1	New Year’s Day
January 19	Martin Luther King Day
May 25	Memorial Day
June 19	Juneteenth
July 3 (observed)	Independence Day
July 6	Assigned Floating
September 7	Labor Day
November 11	Veterans Day
November 26	Thanksgiving
November 27	Day After Thanksgiving
December 24	Christmas Eve
December 25	Christmas

NOTE: Changes to public meeting dates, times, and locations will be posted in accordance with the Code of Virginia.

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: October 14, 2025

AGENDA ITEM: **Salem Band Boosters**
Consider request from the Salem Band Boosters for a donation ($6,193.39) equal to the amount of admissions tax paid in connection with the annual Drum Corps International Summer Music Games competition held on July 30, 2025, 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 $6,193.39 with the Commissioner of Revenue Office. This amount was based upon the ticket sales for the annual Drum Corps International Summer Music Games Competition that was held in the Salem Stadium on July 30, 2025. Historically, Council has made a donation equal to the tax remittance to support the Band.

FISCAL IMPACT:
The fiscal impact would be $6,193.39.

STAFF RECOMMENDATION:
Recommend approval of the donation.

ATTACHMENTS:
1. Band Boosters Request Annual Drum Corps International Summer Music Games July 2025

Salem Band Boosters

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

September 25, 2025

Salem City Council
P. O. Box 869
Salem, Virginia 24153

Honorable Members of the Salem City Council:

On behalf of the Salem Band Boosters, I would like to thank you for your continued support of the Salem High School Band program. We are writing to inform you that the Salem Band Boosters have filed an Admissions Tax form and submitted a payment of **$6,193.39**, based upon the ticket sales from our annual Drum Corps International Summer Music Games competition held at Salem Stadium on **July 30, 2025**.

This event is our largest fundraiser of the year and provides critical funding to support the many activities and opportunities available to the students of the Salem High School Band program.

In past years, City Council has generously supported the Boosters and our band program by making a contribution equal to the amount of the Admissions Tax paid. This contribution has been a tremendous help in covering the ongoing expenses of our program, and we are truly grateful for your partnership.

We respectfully request that consideration be given to making a similar contribution again this year at your next Council Meeting. If our presence is needed, please advise me of the date, time, and location, and I will be more than happy to present this request in person.

Thank you for your time and consideration. The Salem Band Boosters deeply appreciate the support of City Council and your commitment to helping our students continue to represent the City of Salem with pride, excellence, and in the finest **"Salem Tradition."**

With sincere gratitude,

Dawn Evans

Dawn Evans
DCI- Summer Music Games Coordinator
Salem Band Boosters
Cell:757-870-8000

SALEM VA

Item #: 6.E.

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

MEETING DATE: October 14, 2025

AGENDA ITEM: **Appropriation of Funds**
Request to re-appropriate funding for various capital items.
Audit- Finance Committee

SUBMITTED BY: Rosemarie Jordan, Director of Finance

SUMMARY OF INFORMATION:
In previous fiscal years, funds were budgeted for capital items that were not purchased for various reasons. Attached is a list of projects that need to have funding reappropriated in fiscal year 2026.

FISCAL IMPACT:
Re-appropriated funds will be used to cover the cost of equipment and projects.

STAFF RECOMMENDATION:
Staff recommends re-appropriating fund balance of $455,000 to the General Fund, re-appropriating net position of $56,325 to the Civic Center Fund, and reappropriating net position of $15,211 to the Health Insurance Fund. Details of the accounts are attached to this memo showing the projects being covered by each appropriation.

ATTACHMENTS:
1. Appropriate carryover 10-14-25

Project Descriptions - FY2025 Carryover List:

Date	GL Account	Account Name	Increase	Description	Notes
10/14/2025	10-018-4320-58009	Building Improvements	296,000	Appropriate carryover per 10/14 council action	City Hall
10/14/2025	10-028-2180-58009	Building Improvements	3,000	Appropriate carryover per 10/14 council action	Sound dampening panels
10/14/2025	10-028-2180-55800	Miscellaneous	6,000	Appropriate carryover per 10/14 council action	Carryover funds from calendar sales
10/14/2025	10-042-4110-58014	Infrastructure Improvements	25,000	Appropriate carryover per 10/14 council action	Safe Streets Action Plan - grant SS4A
10/14/2025	10-053-7205-58009	Building Improvements	100,000	Appropriate carryover per 10/14 council action	Salem Memorial park - $25,000 for concourse LED lights, $75,000 for safety panels replacement
10/14/2025	10-053-7210-58009	Building Improvements	25,000	Appropriate carryover per 10/14 council action	Salem Stadium - $25,000 for LED lighting in bathrooms, locker rooms and pressboxes
10/14/2025	53-053-0041-58001	Machinery & Equipment	21,325	Appropriate carryover per 10/14 council action	$15,000 for ice machine in stand 4; $6,325 for door hardware
10/14/2025	53-053-0041-58009	Building Improvements	35,000	Appropriate carryover per 10/14 council action	Concession Stand #2
10/14/2025	65-006-1225-58009	Building Improvements	15,211	Appropriate carryover per 10/14 council action	HVAC - health clinic