

AGENDA--CITY COUNCIL -- CITY OF MARTINSVILLE, VIRGINIA

Council Chambers – Municipal Building

**6:00pm Reception**

**7:00 pm Closed session**

**7:30 pm regular session**

**Tuesday, December 9, 2014**

**6:00pm-7:00pm**—Reception honoring outgoing Mayor Kim Adkins in hallway adjacent to Council Chambers on second floor of Municipal Building, 55 West Church Street.

**7:00pm--Closed Session**

1. Items to be considered in Closed Session, in accordance with the Code of Virginia, Title 2.2, Chapter 37—Freedom of Information Act, Section 2.2-3711(A)—Closed Meetings, the following:
  - A. Appointments to boards and commissions as authorized by Subsection 1.
  - B. Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the City of Martinsville would be adversely affected, as authorized by Subsection 6.
  - C. Consultation with legal counsel and briefings by staff members, attorneys or consultants pertaining to actual or probable litigation, or other specific legal matters requiring the provision of legal advice by such counsel, as authorized by Subsection 7.

**7:30—Regular Session**

Invocation & Pledge to the American Flag-Vice Mayor Teague

1. Recognition of Mayor Kim Adkins. (20 mins)
2. Consider presentation of a proclamation recognizing Virginia Organizing 20 years service. (5 mins)
3. Discussion of 2015 General Assembly session. (15 mins)
4. Hear an update from Pat Folio on Farmer's Market Uptown. (10 mins)
5. Consider setting date for Council's organizational meeting for January 5, 2015. (5 mins)
6. Hear staff update on administrative transfer of Housing Choice Voucher Program. (10 mins)
7. Consider a recommendation to proceed with engineering and design services for repairs to a section of the City's 42 inch Smith River Sewer Interceptor. (10 mins)
8. Consider a recommendation to proceed with a Performance Contract Agreement related to several potential projects. (10 mins)
9. Consider approval of consent agenda. (2 mins)
10. Business from the Floor  
**This section of the Council meeting provides citizens the opportunity to discuss matters, which are not listed on the printed agenda. In that the Council meetings are broadcast on Martinsville Government Television, the City Council is responsible for the content of the programming. Thus, any person wishing to bring a matter to Council's attention under this Section of the agenda should:**
  - (1) come to the podium and state name and address;**
  - (2) state the matter that they wish to discuss and what action they would like for Council to take;**
  - (3) limit remarks to five minutes;**
  - (4) refrain from making personal references or accusations of a factually false and/or malicious nature. Persons who violate these guidelines will be ruled out of order by the presiding officer and will be asked to leave the podium. Persons who refuse to comply with the direction of the presiding officer may be removed from the chambers.**
11. Comments by members of City Council. (5 minutes)
12. Comments by City Manager. (5 minutes)

**Meeting Date:** December 9, 2014

**Item No:** 1.

**Department:** City Council

**Issue:** Recognition of Mayor Kim Adkins.

**Summary:** City Council to recognize Mayor Adkins.

**Attachment:** None

**Recommendations:** None



## **City Council Agenda Summary**

**Meeting Date:** December 9, 2014

**Item No:** 2.

**Department:** City Manager

**Issue:** Consider presentation of a proclamation recognizing Virginia Organizing for 20 years of service.

**Summary:** In August, 2015, Virginia Organizing will be celebrating 20 years of service, helping to organize to bring about positive change and quality of life improvements for all Virginians. The proclamation is in recognition of their efforts both locally, and statewide.

**Attachments:** Proclamation, presented by the Mayor

**Recommendations:** None, no action needed



## **P R O C L A M A T I O N**

In Honor of Virginia Organizing's 20<sup>th</sup> Anniversary

**WHEREAS**, Virginia Organizing is a non-partisan statewide grassroots organization dedicated to challenging injustice by empowering people in local communities to address issues that affect the quality of their lives, and

**WHEREAS**, Virginia Organizing encourages the participation of those who have traditionally had little or no voice in our society, and

**WHEREAS**, the organization encourages individuals and groups throughout the Commonwealth and in local communities to bring about change by working together and building relationships, and

**WHEREAS** among Virginia Organizing's Statement of Beliefs is the belief that all people should be treated fairly and with dignity in all aspects of life, regardless of race, class, gender, religion, sexual orientation, age, ability or country of origin, and

**WHEREAS**, the organization also believes in the enhancement and celebration of diversity in our communities and in our state, and

**WHEREAS**, Virginia Organizing believes that community, economic, social and environmental policy should be developed with the greatest input from the people it is meant to serve, and that policies should promote, celebrate and sustain the human and natural resources of Virginia, and

**WHEREAS**, leaders, members and staff of the organization work tirelessly to connect children, low-income residents, immigrants, veterans, retirees, people with disabilities and other under-represented groups to the resources that they deserve and need, and

**WHEREAS**, Virginia Organizing serves as an anchor for more than 30 program groups, working in partnership to support additional work in the areas of the environment, human rights, housing, transportation and community support, and

**WHEREAS**, in August of 2015, Virginia Organizing is celebrating 20 years of grassroots organizing and bringing about real change for real people through countless campaigns to improve the quality of life for all Virginians, and

**WHEREAS**, the Martinsville-Henry County Chapter of Virginia Organizing has celebrated a “Ban the Box” victory that removed criminal history questions from the city job application, helped returning citizens complete their restoration of civil rights applications, and educated hundreds of residents about voter photo identification requirements, in addition to numerous efforts on statewide and national issues;

**NOW, THEREFORE**, I, Kim E. Adkins, Mayor of the City Martinsville, Virginia, do hereby proclaim the 10th day of December, 2014 as **VIRGINIA ORGANIZING DAY** in the City of Martinsville and encourage others to learn about and support this organization in its efforts.

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Kim E. Adkins, Mayor



## **City Council Agenda Summary**

**Meeting Date:** December 9, 2014

**Item No:** 3.

**Department:** City Attorney

**Issue:** Discussion of 2015 General Assembly session.

**Summary:** Delegate Les Adams will give this update and answer any questions.

**Attachments:** None

**Recommendations:** For information only. No action required.



## City Council Agenda Summary

**Meeting Date:** December 9, 2014

**Item No:** 4.

**Department:** City Manager

**Issue:** Hear an update from Pat Folio on Farmer's Market Uptown.

**Summary:** Pat Folio will give an update on activities and programs of the Farmer's Market Uptown.

**Attachments:** None

**Recommendations:** This is being presented for Council's information. No action necessary.

**Meeting Date:** December 9, 2014

**Item No:** 5.

**Department:** City Council

**Issue:** Consider setting date for City Council organizational meeting for January 5, 2015.

**Summary:** Per the City Attorney, the City Charter was amended to January 1 for assuming office, with the organizational meeting on the first weekday in January the City is open, unless Council designates a certain date.

Since the City organization and Constitutional offices follow the approved state holiday schedule which includes January 2, 2015, the first city business day will be Monday, January 5, 2015.

**Attachments:** None

**Recommendations:** 9:00 am, Monday, January 5, 2015 with a motion and vote to set date.

**Meeting Date:** December 9, 2014

**Item No:** 6.

**Department:** Community Development

**Issue:** Hear staff update on administrative transfer of Housing Choice Voucher Program

**Summary:** The process to transfer the administration of the Housing Choice Voucher program is continuing at a slow pace. The staff of the Danville Redevelopment & Housing Authority has submitted an action plan to the HUD office in Richmond, for their review. Conversations between the HUD staff, DRHA and our City staff have occurred. The proposed date for the effective transfer is now scheduled for July 1, 2015. This should provide ample time to finalize any logistical and financial plans, along with reviews necessary to make this transfer.

**Attachments:** None

**Recommendations:** No action required; for information only.

**Meeting Date:** December 9, 2014

**Item No:** 7.

**Department:** City Manager

**Issue:** Consider a recommendation to proceed with engineering and design services for repairs to a section of the City's 42 inch Smith River Sewer Interceptor.

**Summary:** At the City Council work session on November 20<sup>th</sup>, staff and representatives from Dewberry Engineers, Inc. reviewed the results of an assessment of the City's Smith River Interceptor sewer line, in particular noting the discovery of several hundred feet of 42 inch corrugated metal line with significant deformation and deterioration. Given the condition, the amount of flow, the location, and the potential environmental impact in the event of failure of this section of line, the Engineer's recommendation is to proceed with design and replacement. Dewberry has developed a proposal for providing design and construction phase services for the project, one component of which is to assist the City in identifying potential funding sources. The total project is estimated at \$2.6 million, of which engineering/design/construction phase services will be \$234,600. Once the project design is completed and project bids are received, information will be presented to Council regarding construction cost, schedule, and project financing.

**Attachments:** None. Additional information will be presented at the meeting.

**Recommendations:** Staff recommends Council approval with a motion authorizing the execution of documents providing for engineering design and construction phase services as prepared by Dewberry Engineers, Inc., with the understanding these costs will be included in the overall project cost and additionally, information will be provided for Council approval at a later date regarding construction cost, schedule, and project financing.

**Meeting Date:** December 9, 2014

**Item No:** 8.

**Department:** City Manager

**Issue:** Consider a recommendation to proceed with a Performance Contract Agreement related to several potential projects.

**Summary:** At the City Council work session on November 20<sup>th</sup>, staff presented information regarding replacement of the City's aging water and electric meters and the possibility of combining such a project with Waste Water Plant upgrades and LED conversion of City streetlights into a performance contract. Under such a contract, savings that are achieved resulting from project implementation are used to offset and finance project costs over the length of the performance contract period, with the intent being to make the project "budget neutral". The City recently completed such a project related to building energy improvements that saw much-needed building lighting and HVAC work accomplished, using the energy and maintenance savings from improved efficiencies to offset costs.

City staff reviewed various proposals from qualified energy service companies and recommends proceeding with a project development agreement with Johnson Controls. If approved, Johnson will investigate options for a self-funding project involving meter replacements migrating to an automated system, improvements at the City's Waste Water Plant to reduce costs primarily related to sludge-handling and disposal, and LED conversion of City streetlights. A recommended project scope, cost, and financing will be the end result of the investigation, and that information will be presented to Council at a later date along with appropriate recommendations.

**Attachments:** None. Additional information will be presented at the meeting.

**Recommendations:** Staff recommends Council approve authorizing execution of the Performance Contracting Project Development Agreement with Johnson Controls, with the understanding that information will be provided for Council approval at a later date regarding project construction cost, schedule, and project financing.

**Meeting Date:** December 9, 2014  
**Item No:** 9.  
**Department:** Finance  
**Issue:** Consider approval of consent agenda.

**Summary:**

The attachment amends the FY15 Budget with appropriations in the following funds:

General Fund: \$ 2,487 – Recovered Costs  
School Operating Fund: \$ 130,000 – Harvest Grant Funding

**Attachments:** Spreadsheet

**Recommendations:** Motion to approve.

**BUDGET ADDITIONS FOR 12/9/14**

<b>ORG</b>	<b>OBJECT</b>	<b>DESCRIPTION</b>	<b>DEBIT</b>	<b>CREDIT</b>
<b><u>FY15</u></b>				
<b><u>General Fund:</u></b>				
01100909	490104	Advance/Recovered Costs		2,067
01331108	501300	Sheriff/Corrections - Part-time & Temporary Wages	1,500	
01331108	502100	Sheriff/Corrections - Social Security	93	
01331108	502110	Sheriff/Corrections - Medicare	22	
01331108	506008	Sheriff/Corrections - Vehicle Equipment & Maint.	300	
01331110	506200	Sheriff/Annex - Prisoner Allowance	152	
		Reimbursement from Henry County for litter pickup for October		
01100909	490104	Advance/Recovered Costs		420
01331108	501200	Sheriff/Corrections - Overtime	390	
01331108	502100	Sheriff/Corrections - Social Security	24	
01331108	502110	Sheriff/Corrections - Medicare	6	
		Reimbursement for security coverage		
<b>Total General Fund:</b>			<b>2,487</b>	<b>2,487</b>
<b><u>School Fund:</u></b>				
18103919	489904	Harvest		130,000
81621310	563000	Purchased Services	25,500	
81621310	563142	Professional Development	7,200	
81621310	565503	Travel	37,200	
81621310	565800	Miscellaneous Expense	2,220	
81621310	566013	Instructional Materials	4,980	
81621310	566000	Materials & Supplies	900	
81631310	563000	Purchased Services	17,000	
81631310	563142	Professional Development	4,800	
81631310	565503	Travel	24,800	
81631310	565800	Miscellaneous Expense	1,480	
81631310	566013	Instructional Materials	3,320	
81631310	566000	Materials & Supplies	600	
		Harvest Grant Funding		
<b>Total School Fund:</b>			<b>130,000</b>	<b>130,000</b>