

AGENDA--CITY COUNCIL -- CITY OF MARTINSVILLE, VIRGINIA
Council Chambers – Municipal Building
7:00 pm Closed Session **7:30 pm Regular Session**
Tuesday, February 27, 2018

7:00 pm --Closed Session

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. 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

Pledge to the American Flag and Invocation by Mayor Teague

1. Recognize City Employees who are eligible for Service Awards – January 1 through March 31, 2018. (10 mins)
2. Read and present a proclamation acknowledging the 150th anniversary of the Benevolent and Protective Order of Elks (10 mins)
3. Hear a staff update on operations of City Parks & Recreation and Senior Services. (15 mins)
4. Consider authorizing execution of a contract for the City’s Jail Security Project. (15 mins)
5. Hear information related to the FY19 budget process. (10 mins)
6. Consider approval of consent agenda. (2 mins)
7. 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. 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 any 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.**
8. Comments by members of City Council. (5 minutes)
9. Comments by City Manager. (5 minutes)

Meeting Date: February 27, 2018

Item No: 1.

Department: Human Resources

Issue: Recognize City Employees who are eligible for Service Awards for the period January 1 – March 31, 2018.

Summary: The Service Award Program is designed to build individual morale and show appreciation to the long-service employee for their faithful service to the City of Martinsville.

**SERVICE AWARD RECIPIENTS
THIRD QUARTER - FISCAL YEAR 17-18
FOR THE PERIOD OF JANUARY 1 – MARCH 31, 2018**

| Name | Department | Years of Service |
|-----------------|-----------------------|------------------|
| CLINT HALL | SHERIFF'S DEPARTMENT | 5 |
| WILLIAM WARNICK | POLICE DEPARTMENT | 5 |
| JONATHAN COX | POLICE DEPARTMENT | 5 |
| MICHAEL HARRIS | POLICE DEPARTMENT | 5 |
| JENNIFER COPLIN | CIRCUIT COURT | 5 |
| GARY REEVES | PUBLIC WORKS | 5 |
| MICHAEL SPENCER | PUBLIC WORKS | 5 |
| DONALD TYNDALL | PUBLIC WORKS | 5 |
| MATT OLDHAM | CENTRAL GARAGE | 5 |
| ALLEN PRUITT | WATER RESOURCES | 5 |
| JAMIE CRUISE | SHERIFF'S DEPARTMENT | 10 |
| TONYA RUMLEY | COMMUNITY DEVELOPMENT | 10 |
| JOYCE JACKSON | PURCHASING | 10 |
| MIKE KAHLE | WASTEWATER PLANT | 10 |
| TIM TILLEY | WATER RESOURCES | 10 |
| BEN PETERS | POLICE DEPARTMENT | 10 |
| DANIEL MORRISON | ELECTRIC DEPARTMENT | 20 |
| ERIKA HAMILTON | CIRCUIT COURT | 25 |
| BETSY PACE | SENIOR CENTER | 25 |
| BRENDA SOUTHER | POLICE DEPARTMENT | 35 |

Attachment: None

Recommendation: The Mayor will read the list.

Date: February 27, 2018

Item No: 2.

Department: City Council

Issue: Read and present a proclamation acknowledging the 150th anniversary of the Benevolent and Protective Order of Elks

Summary: The proclamation recognizes the formation of the Benevolent and Protective Order of Elks in February, 1868 and acknowledges the positive impact made by this charitable organization not only in our local community, but in many communities at home and abroad.

Attachments: Proclamation

Recommendations: No action by Council needed - the Mayor will read the Proclamation.



Proclamation

RECOGNIZING THE 150th ANNIVERSARY OF THE BENEVOLENT AND PROTECTIVE ORDER OF ELKS

WHEREAS, the organization first began as the “Jolly Corks”, a group of artists and thespians led by London-born comic, singer, and dancer Charles Vivian, originally formed for their own amusement but later deciding to dedicate the group to helping the needy; and

WHEREAS, on February 16, 1868 in New York City, the Jolly Corks formed the Benevolent and Protective Order of Elks, led by Mr. Vivian, and soon thereafter the popularity of the group led to groups in other cities requesting permission to form their own Lodges; and

WHEREAS, on March 10 1871 the New York State Legislature granted a Charter allowing the Grand Lodge to establish Lodges anywhere in the United States, and the founding group received the local charter as New York Lodge No. 1; and

WHEREAS, throughout history the spirit of Elks is evident by funding and participating in numerous projects and activities at home and abroad, following and upholding the four cardinal virtues of the Lodge – Charity, Justice, Brotherly Love, and Fidelity;

NOW, THEREFORE, I, Gene Teague, Mayor, and members of Martinsville City Council, on this 27th day of February, 2018 do hereby recognize the 150th anniversary of the Benevolent and Protective Order of Elks, and acknowledge our since appreciation for their dedication to service, not only to our community, but to communities everywhere that have been, and continue to be impacted by this organization’s efforts and generosity.

Gene Teague, Mayor



City Council Agenda Summary

Date: February 27, 2018

Item No: 3.

Department: Public Works – Parks & Rec and Seniors

Issue: Hear a staff update on operations of City Parks & Recreation and Senior Services.

Summary: Staff will present a brief update on operations of these divisions.

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

Recommendations: Presented for information purposes. No Council action needed.

Date: February 27, 2018

Item No: 4.

Department: City Manager/Sheriff

Issue: Consider authorizing execution of a contract for the City's Jail Security Project.

Summary: Beginning with the FY16 budget, there have been discussions on needed upgrades to the City Jail's security system – intercom, video, and door locks. After many months of work with Moseley Architects, the project was designed and bid with the low bid submitted by Pinnacle Integrated Systems, Inc. in the amount of \$368,695.

After taking into account funds already budgeted, funds already spent, and the 25% state reimbursement the project is eligible for, the shortfall is calculated to be \$89,053.

As has been done on limited occasions, Council has been requested to authorize execution of contracts or purchases in situations where there is insufficient funding available in the current fiscal year, with the understanding the funds will be included and approved in the following fiscal year. Given the amount of work already undertaken on this project and the need for the security upgrades, this item is on the agenda requesting authorization to execute the contract this fiscal year with the understanding there will be additional funding necessary in FY19 to cover project costs.

Sheriff Draper and others will be present at Council's meeting to provide more details and answer questions.

Attachments: None

Recommendations: Authorize the City Manager to execute the contract.

Date: February 27, 2018

Item No: 5.

Department: City Manager

Issue: Hear information related to the FY19 budget process.

Summary:

- Department requests submitted by Feb14th
- Departmental reviews begin week of Feb 26th
- Revenue estimates developed week of March 5
- Council work session March 8, 6 pm to 9 pm
- Budget draft developed week of March 19
- Budget presented to Council on or before April 10 (Council meeting)
- Budget work sessions April 11 – April 23 (2 or 3 sessions, as needed)
- Budget public hearing and adoption on first reading, April 24
- Budget approval and adoption on second reading May 8

Attachments: None

Recommendations: Presented for information purposes. No Council action needed.



City Council Agenda Summary

Meeting Date: February 27, 2018
Item No: 6.
Department: Finance
Issue: Appropriation Approval

Summary:

The attachment amends FY18 Budget with appropriations in the following fund:

General: \$ 21,055 – Forfeitures, Grant

Attachments:

Consent Agenda 2-27-18

Recommendations: Approve

BUDGET ADDITIONS FOR 2/27/18

| ORG | OBJECT | DESCRIPTION | DEBIT | CREDIT |
|----------------------------|--------|--|---------------|---------------|
| FY18 | | | | |
| General Fund: | | | | |
| 01101917 | 442402 | Categorical Other State - Confiscated Assets - Comm. Attorney | | 879 |
| 01221082 | 506105 | Commonwealth's Attorney - State Confiscated Assets | 879 | |
| 01101917 | 442401 | Categorical Other State - Confiscated Assets - Police | | 2,538 |
| 01311085 | 506078 | Police Dept - Conf Assets State State Asset Forfeiture Proceeds | 2,538 | |
| 01100909 | 490801 | Recovered Costs - Senior Services | | 2,382 |
| 01714212 | 501300 | Senior Services - Part-time Wages | 1,510 | |
| 01714212 | 502100 | Senior Services - Social Security | 94 | |
| 01714212 | 502110 | Senior Services - Medicare | 22 | |
| 01714212 | 506049 | Senior Services - Vehicle Fuels Transportation Grant - Oct., Nov., & Dec. | 756 | |
| 01101917 | 442402 | Categorical Other State - Confiscated Assets - Comm. Attorney | | 3,923 |
| 01221082 | 506105 | Commonwealth's Attorney - State Confiscated Assets | 3,923 | |
| 01101917 | 442401 | Categorical Other State - Confiscated Assets - Police | | 11,333 |
| 01311085 | 506078 | Police Dept - Conf Assets State State Asset Forfeiture Proceeds | 11,333 | |
| Total General Fund: | | | 21,055 | 21,055 |