

AGENDA--CITY COUNCIL -- CITY OF MARTINSVILLE, VIRGINIA
Council Chambers – Municipal Building
7:30 pm regular session
Tuesday, October 28, 2014

7:30—Regular Session

Invocation & Pledge to the American Flag-Vice Mayor Gene Teague

1. Consider approval of minutes of September 9, 2014 Council meeting. (2 mins)
2. Hear an update from New College Institute. (15 mins)
3. Hear an update from Dr. Jody Hershey from the Health Department. (20 mins)
4. Hear an update from Chief Sean Dunn regarding Community Oriented Policing program. (15 mins)
5. Consider authorizing expenditures for certain purchases and projects for which partial funding was appropriated in the FY15 budget with the understanding that remaining funding will be appropriated in the FY16 budget. (10 mins)
6. Hear staff report on zoning ordinance update. (10 mins)
7. Discussion regarding the 2015 City Legislative Agenda. (10 mins)
8. Hear finance report. (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 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.
11. Comments by members of City Council. (5 minutes)
12. Comments by City Manager. (5 minutes)



City Council Agenda Summary

Meeting Date: October 28, 2014

Item No: 1.

Department: Clerk of Council

Issue: Consider approval of minutes of City Council meeting September 9, 2014.

Summary: None

Attachments: September 9, 2014 minutes

Recommendations: Motion to approve minutes as presented.

September 9, 2014

The regular meeting of the Council of the City of Martinsville, Virginia, was held on September 9, 2014, in Council Chambers, Municipal Building, at 7:30 PM, Closed Session beginning at 7:00pm, with Mayor Kim Adkins presiding. Council Members present included: Mayor Kim Adkins, Vice Mayor Gene Teague, Sharon Brooks Hodge, Mark Stroud and Danny Turner. Staff present included: Leon Towarnicki, City Manager, Brenda Prillaman, Eric Monday, Wayne Knox, Tony Turner, Kris Shrader, Lane Shively, Kenneth Draper, and Ruth Easley.

Mayor Adkins called the meeting to order and advised Council will go into Closed Session. In accordance with Section 2.1-344 (A) of the Code of Virginia (1950, and as amended) and upon a motion by Danny Turner, seconded by Mark Stroud, with the following 5-0 recorded vote: Adkins, aye; Teague, aye; Hodge, aye; Stroud, aye; and Turner, aye, Council convened in Closed Session, for the purpose of discussing the following matters: (A) A prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community as authorized by Subsection 5. (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. At the conclusion of Closed Session, each returning member of Council certified that (1) only public business matters exempt from open meeting requirements were discussed in said Closed Session; and (2) only those business matters identified in the motion convening the Closed Session were heard, discussed, or considered during the Session. On a motion by Mark Stroud, seconded by Sharon Brooks Hodge, with the following recorded 5-0 vote: Adkins, aye; Teague, aye; Hodge, aye; Stroud, aye; and Turner, aye, Council returned to Open Session.

Board actions taken: On a motion by Sharon Brooks Hodge, seconded by Mark Stroud, with 5-0 vote, Council appointed Debbie Hall, P. O. Box 3246, to an unexpired 3 year term ending March 31, 2017 on the Architectural Review Board. On a motion by Gene Teague, seconded by Danny Turner, with a 5-0 vote, Council appointed Debbie Hall, P. O. Box 3246, to an unexpired 3 year term ending December 31, 2016 on the Arts & Cultural Committee to serve as the Architectural Review Board representative.

Following the invocation by Vice Mayor Teague and Pledge to the American Flag, the Mayor welcomed everyone to the meeting and announced there will be an agenda item added to present proclamations.

Minutes: On a motion by Gene Teague, seconded by Sharon Brooks Hodge, with a 5-0 vote, Council approved the minutes of the July 22, 2014 meeting.

Addendum-Proclamation-Constitution Month: Mayor Adkins read and presented a proclamation to representatives of the Daughters of the American Revolution regarding Constitution Week 2014.

Addendum-Proclamation-Suicide Prevention Awareness Month: Mayor Adkins read and presented a proclamation to representatives of CONTACT regarding Suicide Prevention Awareness Month 2014.

Update from Economic Development Corporation: Mark Heath updated Council on recent activities programs and events. Questions from Council regarding occupancy rate of retail locations in the city were asked and Mr. Heath reported he will get that information to Council. Council remarked on absence of several city retail businesses on the tourism map recently distributed.

ISO Rating update from Fire Dept.: Chief Kenneth Draper and Deputy Chief Kris Shrader briefed Council on the City's ISO (Insurance Services Office) Public Protection Classification rating. The Martinsville Fire Department along with other City staff recently completed efforts regarding the Public Protection

Classification (PPC) survey which is analyzed by ISO to determine the City's ISO Public Protection Classification rating. ISO's PPC program plays an important role in the underwriting process at insurance companies with most U.S. insurers using PPC information as part of their decision-making when deciding what businesses to write, coverage to offer, or prices to charge for personal or commercial property insurance. As a result of the efforts of Martinsville Fire and other City staff involved in the process, the City's ISO rating has improved from a previous rating of 4 to the new rating of 3. Fire Department personnel provided an update for Council regarding this change and the potential impact to the City.

| <p>City of Martinsville's ISO Public Protection Classification</p> <p>ISO analyzes relevant data using their Fire Suppression Rating Schedule (FSRS) PPC ranges from 1 to 10 Class 1 generally represents superior property fire protection Class 10 indicates that the area's fire-suppression program doesn't meet ISO's minimum criteria. Basically, it is a way of classifying a community's ability to suppress fires</p> | <p>Recognizes the efforts of communities to provide fire protection services Investment in fire mitigation is a proven and reliable predictor of future fire losses Insurance companies use PPC information to help establish fair premiums for fire insurance The most significant benefit of the PPC program is its effect on losses</p> | | | | | | | | | | | | | | | | | | | | | |
|--|--|---------------|------------------|---------------|--------------------------------------|----|------|-----------------|----|-------|--------------|----|-------|--------------------------|-----|------|-------------------|----|-------|---------------------|--------------|--------------|
| <p>PPC info plays an important part in the decisions insurers make affecting the underwriting and pricing of property insurance Insurance companies, not ISO, establish the premiums they charge to policyholders In general, assuming all other factors are equal, the price of property insurance in a community with a good PPC is lower than in a community with a poor PPC</p> | <p>To determine a community's PPC, ISO conducts a field survey to evaluate four major areas: Emergency communications systems (10 points) Fire department (50 points) Water supply (40 points) Community risk reduction (5.5 points)</p> | | | | | | | | | | | | | | | | | | | | | |
| <p>Distribution of Communities by PPC Class After December 1, 2014, Martinsville will be in the top 7% in the United States</p> <p>Distribution of Communities by PPC Class After December 1, 2014, Martinsville will be in the top 2% in Virginia</p> | <table border="1" data-bbox="771 1066 1356 1281"> <thead> <tr> <th>FSRS Item</th> <th>Credit Available</th> <th>Earned Credit</th> </tr> </thead> <tbody> <tr> <td>Emergency Reporting (Communications)</td> <td>10</td> <td>7.78</td> </tr> <tr> <td>Fire Department</td> <td>50</td> <td>31.97</td> </tr> <tr> <td>Water Supply</td> <td>40</td> <td>28.11</td> </tr> <tr> <td>Community Risk Reduction</td> <td>5.5</td> <td>4.20</td> </tr> <tr> <td><i>Divergence</i></td> <td>--</td> <td>-1.27</td> </tr> <tr> <td>Total Credit</td> <td>105.5</td> <td>70.79</td> </tr> </tbody> </table> <p>Final Community Public Protection Classification = Class 03</p> <p>PPC program evaluates a community's overall capability to prevent and suppress structure fires Communities whose PPC improves may get lower insurance prices PPC also provides fire departments with a valuable benchmark</p> | FSRS Item | Credit Available | Earned Credit | Emergency Reporting (Communications) | 10 | 7.78 | Fire Department | 50 | 31.97 | Water Supply | 40 | 28.11 | Community Risk Reduction | 5.5 | 4.20 | <i>Divergence</i> | -- | -1.27 | Total Credit | 105.5 | 70.79 |
| FSRS Item | Credit Available | Earned Credit | | | | | | | | | | | | | | | | | | | | |
| Emergency Reporting (Communications) | 10 | 7.78 | | | | | | | | | | | | | | | | | | | | |
| Fire Department | 50 | 31.97 | | | | | | | | | | | | | | | | | | | | |
| Water Supply | 40 | 28.11 | | | | | | | | | | | | | | | | | | | | |
| Community Risk Reduction | 5.5 | 4.20 | | | | | | | | | | | | | | | | | | | | |
| <i>Divergence</i> | -- | -1.27 | | | | | | | | | | | | | | | | | | | | |
| Total Credit | 105.5 | 70.79 | | | | | | | | | | | | | | | | | | | | |

Fleet/Garage/Vehicle Replacement report: Fleet Manager Lane Shively presented the following information: during the FY15 budget review work sessions, Council expressed interest in hearing information related to the decision-making process that occurs regarding replacement of City vehicles and equipment. Mr. Shively provided Council an update on City garage/fleet operations as well as information utilized by the Garage and City staff in determining vehicle/equipment replacement recommendations and schedule.

9 total staff members including:

- Fleet Manager
- Shop Supervisor
- 6 Technicians
- Parts / Service Writer

- 8 Master ASE Certifications
- 1 Fluid Power Certification
- 8 State Inspector Certifications

368 rolling pieces of equipment. This includes Schools, but does not include support equipment, chain saws, weed-eaters, push mowers, etc. Also the GE Jenbacher natural gas generator is maintained and serviced by our staff

Total equipment approximately 500

Vehicles and Equipment are evaluated on current life in years compared to life expectancy in years, life-to-date mileage, compared to life expectancy mileage. Also repair dollars spent to original cost. Also considered is the overall body condition, accident history.

Priority/consideration given to:

- Employee safety
- Vehicle use (patrol car vs "light" use)
- How critical in fleet (multiple vehicles?)
- Age, availability of parts (obsolete?)
- Ability to recycle to lower tier use

Fuel is managed using Fuel Master system software. Each piece of equipment is monitored and recorded for fuel usage, including persons using the fuel system

**Average gallons used per year:
88,000 Gasoline & 94,000 Diesel**

All equipment is recorded using Faster system software. All repairs, including parts and labor are recorded and is used for vehicle cost analysis replacement recommendations.

Vehicle Asset #: 1336 Dept. code 1413149
 Year/Make/Model: 1987 CHEVROLET 1/2 TON PICKUP STANDARD BED

Age:
 In Service Date: 3/19/1987
 Total Time (months): 331
 Points: 24

Mileage:
 Mileage or hours: 108,118
 Points: 19

Type of Service:
 Description: Traffic signal
 Points: 1

Reliability:
 Avg. WO Each Month: 2
 Road calls: 5
 Points: 3

M&R Costs:
 Total Maintenance: \$ \$22,772.23
 Replacement Cost: \$ \$25,000.00
 % of Replacement Cost: 91%
 Points: 5

Condition:
 Any Accidents: Yes No
 If yes, how many: _____
 Paint/Body: POOR
 Interior: SATISFACTORY
 Exterior: SATISFACTORY
 Drive Train: POOR
 Points: 3

Was vehicle physically inspected?
 Yes No
 Comments: **Truck was painted overall in 2004 trans replaced in 03 & 07. Fuel pump and gas tank replaced in 2011. Engine replaced with salvage engine 09**

Total Points: 55

0-17 Excellent Do not Replace.
 18-22 Good Re-evaluate for following year budget.
 23-27 Satisfactory Qualifies for replacement this year if budget allows.
 28+ Poor Needs priority replacement.

Prepared by: Lane Shively Date: 9/5/2014

Vehicle/Equipment replacement suggested schedule

| Vehicle Description | Vehicle Mileage |
|---|----------------------|
| Car / Pool | 20 year / 150,000 + |
| Police Pursuit Car | 5 year / 100,000 |
| Police Investigator Cars | 15 year / 150,000 |
| Sheriff Cars (Transport) | 15 year / 150,000 |
| Sheriff Car (Non-Transport) | 15 year / 150,000 |
| Pickups, Sport utility vehicles, Vans (Passenger & Cargo) | 15 year / 100,000 |
| Medium & Heavy dump trucks, Utility trucks & Flatbed trucks | 15 year / 60,000 |
| Front loading Refuse trucks | 15 year / 80,000 |
| Rear loading Refuse trucks | 15 year / 100,000 |
| Bucket Trucks (Service Call) | 15 year / 100,000 |
| Bucket/Derrick Trucks line construction | 15 year / 100,000 |
| School Busses 64 and 71 Passenger | 10 year / 150,000 |
| School Busses with Wheel Chair Lift | 12 year / 150,000 |
| Fire apparatus, Pumpers, Ladder, | 20 years / 50,000 |
| Fire Rescue: Crash truck | 20 years / 50,000 |
| Fire Rescue: ambulance | 10 years / 100,000 |
| Fire support vehicles: cars | 20 years / 120,000 |
| | Vehicle hours |
| Construction equipment, Excavator, Backhoe, Rubber tire loader | |
| Paving machine, Roller, Track loader & Tractors | 12 year / 10,000 hrs |
| Mowers, Sprayers & Small engine equipment | 10 year / 6000 hrs |
| Trailers and Non-Motorized Equipment: Snow Plows & Sal; Spreaders | 15 year |

Vehicles/equipment are evaluated on a 15-point scale by the Faster Fleet Management software. Vehicles/equipment are evaluated as follows: current life in years compared to the life expectancy in years, life-to-date mileage, compared to life expectancy mileage. Repair dollars spent compared to Original cost. Also considered are the overall condition of the body, rust, interior condition, accident status and Anticipated repairs. Vehicle report evaluation is typically done per-Department request and at the end of each fiscal year.

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BPOL ordinance 1st reading: Ruth Easley briefed Council with the following information noting the ordinance changes proposed would be effective January 1, 2015: as part of its 2014 budgeting process, Council approved reform of the city's Business Professional and Occupational Licensing (BPOL) to align the city's gross receipts threshold amount with that utilized by Henry County. Henry County currently requires a \$30 license fee for BPOL gross receipts under \$100,000. At the July 22, 2014 Council meeting, Council also directed the addition of a second threshold for a no-fee license for BPOL gross receipts under \$10,000. Businesses with gross receipts over \$100,000 will continue to pay the gross receipts tax at the current established rates. On a motion by Gene Teague, seconded by Sharon Brooks Hodge, with the following 5-0 recorded vote: Adkins, aye; Teague, aye; Hodge, aye; Stroud, aye; and Turner, aye, Council approved the revisions to the BPOL Ordinance on first reading. Second and final reading will take place at the September 23, 2014 meeting.

Electronic summons court assessment fee 2nd reading ordinance: Eric Monday briefed Council on the proposed ordinance regarding the electronic summons court assessment. The 2014 General Assembly passed legislation allowing localities to assess a maximum of \$5.00 on every criminal and traffic case, to fund software, hardware, and associated equipment costs for the implementation and maintenance of an electronic summons system. This assessment has been requested by the Circuit Court Clerk and the Police Department. On a motion by Gene Teague, seconded by Mark Stroud, with the following 5-0 recorded vote: Adkins, aye; Teague, aye; Hodge, aye; Stroud, aye; and Turner, aye, Council approved the following ordinance on second reading:

| | |
|--|--|
| <p style="text-align: center;">ORDINANCE NO. 2014-1</p> <p style="text-align: center;">ELECTRONIC SUMMONS SYSTEM COURT ASSESSMENT</p> <p>BE IT ORDAINED by the Council of the City of Martinsville, Virginia, in regular session assembled on September 9, 2014, that section 1-15 of the Code of the City of Martinsville, be amended as follows:</p> <p>Sec. 1-15. Special court costs assessments.</p> <p>(a) <u>Law library.</u></p> <p>(1) Two dollars (\$2.00) shall be assessed, as part of the costs incident to each civil action filed in both the courts of record and the courts not of record in the city, pursuant to section 42.1-70 of the Code of Virginia. Such assessment shall be collected by the clerk of the court in which the action is filed and such collections shall be remitted, at the end of each month, to the city treasurer, to be deposited and held by such treasurer subject to disbursements authorized by the city council or its agent for the acquisition of law books and law periodicals for the establishment, use and maintenance of a law library, which library shall be open for the use of the public, and for such other purposes as are allowed by section 42.1-70 of the Code of Virginia.</p> <p>(2) The assessment provided for in this section shall be in addition to all other costs prescribed by law, but shall not apply to any action in which the commonwealth or any political subdivision thereof or the federal government is a party and in which the costs are assessed against the commonwealth or any political subdivision thereof or the federal government.</p> <p>(b) <u>Jail and court-related facilities: construction, maintenance, etc.</u></p> <p>(1) The sum of two dollars (\$2.00) be, and it hereby is, assessed as part of the costs in each civil action filed in the general district court of the city, the juvenile and domestic relations district court of the city, and the circuit court of the city, and in each criminal and traffic case in said general district court, juvenile and domestic relations district court or said circuit court in which the defendant is charged with a violation of any statute or ordinance, which assessment shall be collected by the clerk of the court in which the action is filed and remitted to the city treasurer and held by such treasurer subject to disbursement by the council for the construction, renovation or maintenance of courthouse or jail and court-related facilities and to defray increases in the cost of heating, cooling, electricity and ordinary maintenance.</p> | <p>(2) The assessment provided for herein shall be in addition to any other fees prescribed by law.</p> <p><u>(c) Electronic summons system</u></p> <p>(1) The sum of five dollars (\$5.00) is hereby assessed as part of the costs in each criminal or traffic case in the juvenile and domestic relations court, general district court and circuit court of the city, in which the defendant is charged with a violation of any statute or ordinance. The assessment shall be collected by the clerk of the court in which the action is filed, remitted to the city treasurer, and held by the city treasurer subject to disbursements by the city council to any local law-enforcement agency solely to fund software, hardware, and associated equipment costs for the implementation and maintenance of an electronic summons system.</p> <p>(2) The assessment provided for herein shall be in addition to any other fees prescribed by law.</p> <p><i>(Statutory authority for subsection c: Code of Virginia § 17.1-279.1)</i> <i>(Code 1971, § 1-8; Ord. No. 92-12, 7-28-92; Ord. No. 98-1, 1-13-98, Ord. 14-1, 7-7-14)</i></p> <p style="text-align: center;">*****</p> <p>Attest:</p> <p style="text-align: center;"> Brenda Prillaman, Clerk of Council</p> <p style="text-align: center;">9/9/14 9/9/14 Date Adopted Date Effective</p> |
|--|--|

Business from floor: Eric Monday of Mulberry Road pointed out statewide recognition received by our community in recent Virginia Living magazine.

Council comments: Hodge-reminder about West End Working Group meeting on September 11 and voiced her disappointment that the new map just distributed by the EDC did not include the Sportsman's Club and Carter's Uptown store; Teague-excited for open house at NCI; Stroud-excited about NCI open house and turning over keys for Henry Hotel and asked that all citizens remember September 11; Turner-reminder

September 9, 2014

about September 16 Small Business Caucus at the incubator and expressed appreciation for recognition of Constitution Week.

City Manager comments: reminder about events: NCI dedication on September 12 at 10 am, Patriot Centre shell building dedication September 17 at 2pm, September 16 Roundtable event at incubator; September 11 is Patriot Day and flags will be at half-staff; nominations for Veteran of the Year award being accepted until October 10, 2014.

There being no further business, the meeting adjourned at 9:00 pm.

Brenda Prillaman
Clerk of Council

Kim Adkins
Mayor



City Council Agenda Summary

Meeting Date: October 28, 2014

Item No: 2.

Department: City Council

Issue: Hear an update from New College Institute.

Summary: NCI representatives will give this update and answer any questions.

Attachments: None

Recommendations: For information only. No action required.



City Council Agenda Summary

Meeting Date: October 28, 2014

Item No: 3.

Department: City Council

Issue: Hear an update from Health Department.

Summary: Director Dr. Jody Hershey will give this update and answer any questions.

Attachments: None

Recommendations: For information only. No action required.



City Council Agenda Summary

Meeting Date: October 28, 2014

Item No: 4.

Department: Police

Issue: Hear an update from Police Department.

Summary: Police Chief Sean Dunn will give this update and answer any questions.

Attachments: None

Recommendations: For information only. No action required.

Meeting Date: October 28, 2014

Item No: 5.

Department: City Manager

Issue: Consider authorizing expenditure of funds for the real estate assessment replacement/upgrade project for which partial funding was appropriated in the FY15 budget, with the understanding that remaining funding will be appropriated in the FY16 budget.

Summary: Replacement/upgrade of the real estate assessment program (software & hardware) was funded at approximately half of the full cost in the FY15 budget, with plans to fund the remaining amount in FY16. Timing on purchase and implementation is intended to occur in such a manner so as to best fit with the COR's office work schedule and to allow funds from both FY15 and FY16 to cover the full cost when invoiced, as follows:

Commissioner of the Revenue/Real Estate Assessment Program– Capital Reserve Fund – FY15 budget: \$55,000; FY16 will require a match of approximately \$55,000, with firm costs determined for the FY16 budget.

The current CAMA (Computer Assisted Mass Appraisal) system has been in use since 1995 and due to technology advances since that time, the program is no longer efficient nor does it allow for hardware upgrades since the system is not compatible with new operating systems in newer generation computers. Henry County currently uses the same CAMA system as the City, and recently issued an RFP for replacing their system. The RFP included language that allowed “piggybacking” on their RFP. The County selected a vendor and has started their conversion to a new system and after evaluating various options and products, the City COR's office plans on using the same vendor and system for the City, and desires to move forward with that project now.

Given that purchase will require partial funding from a not-yet-approved FY16 budget, the City's auditing firm has suggested that approval be with the understanding of the required commitment of funds by Council in FY16.

Attachments: None

Recommendations: Staff recommends that Council grant approval to proceed with the understanding the balance of funds required will be included in the FY16 budget.

Meeting Date: October 28, 2014

Item No: 6.

Department: Community Development

Issue: Hear staff report on Zoning Ordinance Update

Summary: The update of our existing zoning ordinance is well underway. You may recall, this effort is being done and funded in consecutive fiscal years. The progress thus far includes the following:

Phase #1

- Stormwater management regulations
- Rewrite of residential, business and manufacturing district regulations
- Update districts and boundaries (I), Updated definitions section (II), Site development standards & regulations (IV), General dimensions (V), Nonconformity (VI), Special use procedures (VII), Changes and amendments (XX), other miscellaneous sections.

Material has been reviewed by staff and still needs to be presented to the Planning Commission .

Phase #2

- Update comprehensive zoning map, official map, and overlay districts
- Streetscape and transportation design guidelines
- Residential neighborhood design guidelines
- Business and commercial neighborhood design guidelines

Updating of Subdivision ordinance still to be done in next fiscal year.

Attachments: None

Recommendations: For information purposes only.



City Council Agenda Summary

Date: October 28, 2014

Item No: 7.

Department: City Attorney

Issue: Discussion of 2015 City Legislative Agenda

Summary: The City annually determines its legislative priorities. Attached is the 2014 legislative agenda, annotated with staff recommendations as to deletions, additions, and prioritizations for 2015.

Pre-filing for specific legislation is December 8, 2014.

Most mandates (funded and unfunded) are addressed through modification of the state budget, may not require individual bills, and could be addressed during the General Assembly session.

Attachments: 2014 City Legislative Agenda, annotated
WPPDC Legislative Agenda request

Recommendations: Discussion, possible amendment and final approval by motion and voice vote on City 2015 Legislative Agenda.



The City of Martinsville appreciates the efforts its legislators undertake at both the state and federal level on behalf of its citizens. Listed below are the City's priorities requested of its legislative delegation in 2014.

Virginia General Assembly

Transportation

1. In the short term, upgrade those portions of Route 220 overlaying I-73 to interstate standards. Any construction or upgrades to the I-73 corridor should begin on those sections passing through Henry County.
2. Continue to place priority on Route 58 improvements, particularly the section between Stuart and Hillsville, Virginia.
3. Urge the General Assembly to amend the 2013 comprehensive state transportation funding plan (2013 HB 2313) to eliminate contingency requirements such as the passage of an e-commerce tax, which would prevent regions outside Northern Virginia and Hampton Roads from fairly sharing in transportation funds.

Comment [EM1]: There is no indication that this remains the subject of potential legislation.

Education

1. City Council endorses the agenda proposed by the Martinsville City School System and also endorses the educational priorities adopted by Henry County, on behalf of its school system.
2. Oppose the imposition of unaided education mandates and in the event of revenue cuts by the Commonwealth opposes targeted cuts by the Commonwealth, instead preferring local decision making authority on where to make any such cuts.
3. Recognizing its potential to promote economic development within our community and region, continue support for the development and funding of the New College Institute; urge that any funding reductions to New College Institute, if considered, be minimized to the greatest extent possible; and support the affiliation of The New College Institute as a branch of a four-year public university.

Economic Development

1. Urge the General Assembly to maintain the current moratorium on uranium mining; engaging in uranium mining would result in highly damaging effects on all other economic development efforts in the region, excluding the jobs created by a mine itself.
2. Urge the issuance of necessary permits from the Environmental Protection Agency and Army Corps of Engineers for development of the Commonwealth Crossing Site.
3. Maintain current levels of funding for economic development incentives, including but not limited to the Governor's Opportunity Fund.
4. Enhance the authority granted to localities to address and eliminate blighted properties, and the formation of interstate compacts to allow expedited recourse against out-of-state property owners.
5. Continue current funding levels of the Virginia Museum of Natural History.
6. Request enhanced state and federal financial assistance for localities which exceed the average state unemployment rate by 150% for a period of five consecutive years.
7. Support continued tourism awareness initiatives in the Martinsville-Henry County region.

Comment [EM2]: This issue is currently inactive.

Comment [EM3]: This matter has been resolved.

Governance

1. Request the appointment of a joint gubernatorial/legislative commission to examine the structure of local government in Virginia, the commission's mandate to include:
 - a. Examination of local government in the other 49 states for potential adaptation to Virginia.
 - b. Enable cities to expand their revenue base
 - c. Elimination of the "zero-sum" revenue base structure, which creates friction between cities and counties.

- d. Elimination of redundant services and programs between contiguous cities and counties.
2. Require full funding for HB 599 funds, in fulfillment of the Commonwealth's commitment to cities in return for their acquiescence in the annexation moratorium.
3. Require that the Commonwealth fully fund its obligations to the Virginia Retirement System, and refrain from borrowing from VRS funds.
4. Request the elimination of "local aid to the Commonwealth" in the state budget; local aid artificially inflates state revenues by shifting responsibility for cuts in vital services onto localities.
5. Elimination of all unfunded mandates from the Commonwealth to localities.
6. Oppose any elimination or alteration of local revenue streams, and specifically oppose any amendment to the current manner in which the Business Occupation and Licensing Tax and the Machinery and Tools Tax are levied.
7. Request at a minimum, level funding for operational requirements of the Henry-Martinsville Department of Social Services.
8. Request that the General Assembly leaves intact the fire programs fund and the rescue squad assistance funds and not use these funds as a way to balance the state budget.
9. Request that the Commonwealth fully fund its obligations to constitutional officers.
10. Oppose any attempt to curtail the doctrine of sovereign immunity for localities.
11. Oppose any attempt to permit collective bargaining for state and local government employees.
12. Oppose any amendment of the existing burden of proof or process in local tax appeals cases.

Comment [EM4]: Items 2 through 9 might be reworded to request minimal impact upon localities as a result of the state budget shortfall.

United States Congress

1. Oppose any effort to impose additional taxation or regulation of electrical power generation by coal or natural gas.
2. Urge the issuance of necessary permits from the Environmental Protection Agency and Army Corps of Engineers for development of the Commonwealth Crossing Site.
3. Urge the Federal Highway Commission to adopt the CTB's designated route for I-73, or alternatively to preserve the current record of decision in the event the CTB's route is rejected.
4. In the short term, upgrade those portions of Route 220 overlaying I-73 to interstate standards.
5. Request \$3.72M in funds for the redevelopment of brownfields extending from the former Sara Lee site, along Aaron Street, to Rives Road.
6. Request \$6.25M in funds for the elimination and redevelopment of blighted areas in the city.
7. Request legislation to provide special federal incentives to businesses locating in regions which have experienced job losses in excess of 5% of the total workforce and/or declines in median incomes since the adoption of NAFTA, WTO or GATT. Target such areas for increased federal funding in education or workforce retraining.
8. Extend high speed broadband service throughout southern Virginia.
9. Request enhanced state and federal financial assistance for localities which exceed the average state unemployment rate by 150% for a period of five consecutive years.

Comment [EM5]: Resolved.

Comment [EM6]: Note: the former American Furniture site is adjacent and now in ruins.

Staff Designations

City Council empowers the following staff members to speak on its behalf and in its best interests to the General Assembly, its members and committees:

- City Attorney Eric Monday
- City Manager Leon Towarnicki
- Other department heads as appointed by the City Manager



West Piedmont Planning District Commission

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Serving Franklin, Henry, Patrick, and Pittsylvania Counties – Cities of Danville and Martinsville – Town of Rocky Mount – Since 1970

September 2, 2014

TO: Richard E. Huff, II, Franklin County
Tim Hall, Henry County
Tom Rose, Patrick County
Clarence Monday, Pittsylvania County
Joe King, Danville
Leon Towarnicki, Martinsville
James Ervin, Rocky Mount

FROM: Leah Manning, Interim Executive Director *L.M.*

RE: *Legislative Packages/Letters for 2015 General Assembly*

At its early December meeting, our Board of Commissioners will be considering a legislative letter for submittal to our legislators. We would like for you or someone on your staff to review the enclosed legislative letter from last year's submittal to the General Assembly which follows. Please provide any additions, modifications, or deletions of any redundant items found.

In addition, the PDC tracks the Virginia Association of Planning District Commissions (VAPDC), the Virginia Municipal League (VML), the Virginia Association of Counties (VACo), and other sources for input. We also provide this to our Technical Advisory Committee for review and feedback.

If possible, please respond to us by end of day, **Friday, November 14**. If available, we also would like a copy (a draft is ok) of what your locality is considering for the next General Assembly so that we can get a sense of what direction our localities are taking.

As always, we greatly appreciate your assistance.

Enclosures



2014 REGIONAL LEGISLATIVE PLATFORM

Presented by the Counties of Franklin, Henry, Patrick, and Pittsylvania;
the Cities of Danville and Martinsville; and the Town of Rocky Mount



Recognizing that the General Assembly meets soon, the Board of Commissioners has asked me to present the following list of legislative items supported by our region's cities and counties. We have reduced the list to those issues deemed most critical across the region with particular focus on the current and future funding reductions to localities and the implications.

Local governments clearly understand the economic condition of the Commonwealth, but they also know that money for local and regional initiatives continues to be in short supply as funding cuts are again being proposed. These cuts, along with continued revenue generation restrictions, are creating an economic climate wherein communities will not be able to absorb continued reductions in funding, and have lost all budgetary flexibility.

TAXING, FUNDING, and MANDATES



Major sources of local revenue, such as property and sales tax, have been hit just as hard in recent years as State revenues. However, with local governments' responsibility for delivering education, public safety, and health and welfare services, localities are continuing to be faced with the question of whether to raise local property taxes.

Maintenance of Taxing Authority

The local governments of the region oppose any legislation intended to restrict local taxing authority and revenues, including Business/ Professional /Occupational Licenses (BPOL) Tax. Restrictions such as these will result largely in increases in taxes on local citizens and/or businesses. Since local governments are directly accountable for the taxes they impose, the taxing authority of local governing bodies should not be restricted or controlled by the State. Local governments bear a disproportionate share of costs for many programs as the State increasingly shifts costs to local governments. Limiting the taxation powers of local governments will significantly reduce their capacity to perform necessary and vital services and functions.



As the existing local tax structure is overly dependent upon general property taxes, specifically real estate taxes, the state should strive to fully fund programs that strengthen local governments' commercial and industrial tax bases to reduce pressure on the real estate tax base.

Any state-imposed changes on local tax structure should be simple to administer, and at a minimum be revenue neutral.

State Mandates

Unfunded and inadequately funded state mandates and commitments strain local government budgets and place additional pressures on the real estate tax. State-initiated services and programs should be supported by state funds, not rely on local funds to supplant state dollars.

State mandates must be reduced when funding is reduced, so that localities are not required to spend additional local dollars to comply with the mandates. Further, funds should be distributed in the most efficient way possible with the least regulatory control.

Comprehensive Services Act

The local governments in the region support additional State funding of the current structure under the Comprehensive Services Act, which ensures that the proper services are selected for each child, to be provided by properly licensed providers, and at reasonable costs to the public. Additionally, they oppose any changes to the CSA program that would shift costs from the State back to local governments. Localities must have the flexibility to use State funding for direct and indirect costs associated with growing caseloads of children already eligible for services and for the newly defined categories of children.

The State share has not been increased in more than a decade, while the administrative burdens on local governments have increased in data collection and reporting requirements. The Commonwealth has increased mandatory local participation percentages for the provision of services funded through the Comprehensive Services Act.

Line of Duty Act

After decades of State funding for the Line of Duty Act, local taxpayers are now required to pick up a significant portion of the death benefits given to families of police officers and firefighters, as well as the health benefits to those who are injured or disabled. This Act represents the most direct unfunded mandate from the State. We certainly support the idea of providing the benefits to our first responders, but this unfunded mandate comes at a time when local governments are struggling to perform their necessary services and functions. We strongly urge the General Assembly to explore ways to have the Line of Duty Act benefits paid fully from state funds.

Constitutional Officers

While the State funding support varies amongst the mandated constitutional officers, this funding support continues to decline, requiring local governments to choose between covering the entire cost of the State cuts, sharing them with the constitutional officers, or placing the entire financial burden on the officers. Localities across the Commonwealth are faced with critical decisions that affect the general public, such as whether they need to close their offices to the public one day a week to catch up on the workload, keep vacant positions unfilled, or even layoff employees; however, many constitutional offices are already understaffed. Localities in our region urge the State to fully fund its obligation for mandated constitutional officers.

Education

A significant portion of the State's funding to local aid programs is set aside for K-12 public education. The general fund aid to public education has continued to decrease. Local governments are shouldering an even greater share of public education funding, which has resulted in the school systems trying to do more with less: less staff, larger classroom sizes, less equipment, and aging facilities.

Virginia has several educational regulations that exceed federal requirements, which has resulted in additional costs to the State and local governments. We urge the State to eliminate State educational mandates that exceed federal requirements.

Marketing our region for new industries and expansions of existing businesses involves marketing our people and their skills, training and education, but there are deficits that need remedies. We support increased State funding for not only the public education system, but for adult education initiatives, customized workforce development training programs, and for new mechanisms for financing school construction projects.

ECONOMIC DEVELOPMENT

Considering the region's economic situation, there are still needs for industry and business parks, infrastructure, and marketing assistance. We encourage the State to develop new economic development tools that will allow rural localities and the Commonwealth to be more competitive with neighboring states, with special emphasis on incentives for communities heavily impacted by NAFTA and CAFTA; distressed areas such as West Piedmont, Southside, and Southwest Virginia should be targeted.

Virginia should also look at ways to make its existing economic development programs more attractive. These are important economic tools, particularly in a challenging economy. We encourage the size of the Governor's Opportunity Fund to be increased and target Southside and Southwest Virginia due to the high unemployment rates in these areas. The Enterprise Zone Program funding for job creation and real property investment grants should increase to meet the full commitments made under this program.

TRANSPORTATION

The local governments in the region recognize that transportation funds are constrained given today's economy, and that there are numerous worthy projects that need to be undertaken across the Commonwealth. However, they continue to be concerned about the lack of additional resources being allocated for transportation, specifically for new construction. The addition of transportation funding to create a modern transportation system in our region will significantly aid in economic development efforts, in a region with some of the highest levels of unemployment in the state.

We ask that current discussions continue on how to sustain long-term investment in transportation infrastructure and programs, and that all funding options be explored. While local governments also have a role in transportation, transfers of responsibility should not occur without additional funding.

Local governments should have authority to modify standards for street pavement and right-of-way widths that are beneficial to good planning; public safety; and the well-being of the residents, without diminishing State funding for street maintenance payments.

The State should provide sufficient funding for highway construction and maintenance, public transportation infrastructure and maintenance, ports, airports, and freight and passenger rail to promote economic development and public safety.

COLLABORATIVE GOVERNMENT INITIATIVE

The West Piedmont Planning District Commission is requesting support for an initiative which involves helping governments work together to achieve higher efficiency and effectiveness by collaborating, as well as achieving savings for state and local governments.

The Collaborative Government Initiative seeks to improve the efficiency and effectiveness of Virginia government by improving the capacity of Planning District Commissions (PDCs) to explore opportunities for additional collaboration and thereby reduce the overall cost and scope of governing. This proposal is not about regional government. This proposal seeks to incent local governments to think regionally in approaching common problems and services they already provide. In some instances, the initiative can help State and local government more effectively approach new services where they are needed or mandated.

The need for the CGI is well documented in the 2012 report by the Joint Legislative and Review Commission (JLARC). Responding to a study resolution (HJR 570, 2011) introduced by Delegate Kirk Cox, the December 2012 comprehensive report by JLARC titled "Encouraging Local Collaboration Through State Incentives" found 13 very specific opportunities for collaboration and identified a number of additional general opportunities. The JLARC report noted that the legal framework for local government collaboration has existed in the form of the Joint Exercise of Powers Act and through the established Planning District Commissions. However, the report noted that while "collaboration between two or more localities can produce financial and other benefits it is challenging and hard to sustain" the effort.

JLARC noted that one of the barriers to successful sustained regional collaboration is the "insufficient resources to initiate or sustain collaboration. The report noted that there has been no state funding of the "Regional Competiveness Act" since 2002, a program that received \$47.5 million between 1996 and 2002 but was able to leverage additional funding of over \$700 million on behalf of local governments and the State. The report also noted that funding for PDCs has declined 27.5% since 2007. In addition the General Assembly has created two regional collaboration initiatives, The Regional Cooperation Fund and the Broadband Infrastructure Loan Fund but never funded them.

To take advantage of the potential of costs savings and more efficient and effective regional collaboration, JLARC recommended that the General Assembly may wish to consider "providing financial incentives to encourage local governments, including local school divisions, to voluntarily pursue collaboration opportunities. The CGI seeks to implement that recommendation in two ways. First, to increase the base funding of PDCs by \$500,000 per year and second to implement, as suggested by JLARC, a series of pilot program grants that in JLARC's words "demonstrate the potential to yield State benefits."

PDC Base Funding

Amplifying on the fact that funding for PDCs has declined precipitously since 2007; this proposal seeks to establish an increase of \$500,000 in the base allocation to PDCs administered through the Department of Housing and Community Development. As a result of declining funds for PDCs, these organizations no longer have any "un-programmed" funds to pursue additional collaboration, although the demand for services continues to increase. Moreover, because PDCs have no capacity to explore anything other than grant generated income, the outside forces (grantors) are driving the agenda for collaboration rather than having the needs for collaboration drive the agenda. While State funding for PDCs varies between individual PDCs depending upon the level of grant funding they currently receive between 3% and 9% of their total budget in State assistance. Data has repeatedly demonstrated that for every dollar of State support, PDCs can and do generate additional funding. This holds true because PDCs utilize their state financial assistance to leverage the local match to fund grant programs.

Pilot Collaboration Grants

JLARC, recognizing that collaboration is not easy to initiate and sustain without additional resources, also suggested the consideration of a series of State funded, competitive regional collaboration grants. As demonstrated by JLARC's research many additional opportunities that can produce significant savings can reasonably be achieved.

The pilot collaboration grants would be administered by the Department of Housing and Community Development and issued on a competitive basis to encourage local collaboration. The grants could be structured as open ended opportunities to collaborate or could be more targeted to meet a specific need such as implementation of the State's TMDL program. In essence, many programs administered at the local level do not require every locality to develop the expertise or capability to implement the entire program. Collaboration could encourage the shared implementation and shared use of critical knowledge resources.

JLARC identified 13 very specific regional collaboration opportunities. But there are many more opportunities for regional collaboration that could be brought out and developed in a competitive grant program.

WORKFORCE INVESTMENT BOARD COMPOSITION

The Workforce Investment Act of 1998 designates that local elected officials appoint members of local workforce investment boards in accordance with criteria established by the Governor. The Act further outlines the formal composition of workforce investment boards to include representatives of education providers, labor organizations, community-based organizations (including those representing disabled veterans), economic development agencies, and each of the "One- Stop" partners. It may include other representatives determined appropriated by local elected officials, but the board must have a majority of business representatives.

We ask for support in adding staff of the local planning district commission to the list of those agencies which must be represented on the local workforce investment boards, as they serve many of the same constituents and are positioned to assist, from a community and policy standpoint, in helping the workforce investment boards in meeting the needs of businesses and the needs of job seekers.

WORKFORCE DEVELOPMENT

Certified Work Ready Community

Regional employers have shared with local governments that they want the ability to measure the core foundational work-related skills of their current and potential employees, such as: reading comprehension, applied math and locating information. Additionally, they want to measure work discipline, teamwork, customer service and managerial potential. A vehicle to measure these work-related skills is ACT's National Career Readiness Certificate (NCRC) and a way to promote these NCRC credentials is for the region to earn the designation, Certified Work Ready Community (CWRC).

While educational attainment is important, the ability to (1) quantify these foundational skills with the NCRC has been deemed as highly useful by regional employers in today's competitive business environment; and (2) earn the designation as CWRC has engaged employers and economic developers and changed the workforce development conversation.

Therefore, the West Piedmont Planning District Board of Commissioners support the Commonwealth's pilot initiative to position Southern Virginia, which represents Danville and Martinsville and the counties of Halifax, Henry, Patrick and Pittsylvania, to learn the designation as a CWRC by July 1, 2014, by primarily reaching two milestones:

- 2,311 emerging, transitioning and current workers earning the NCRC
- 287 employers signing-on in support of the NCRC and the region's effort to become a Certified Work Ready Community

Furthermore, when successful, the Board of Commissioners will support taking this CWRC designation statewide.

Industry Sectors Approach

While there are many workforce development strategies in the Commonwealth to connect jobseekers with economic opportunities, local governments of the WPPDC support a concerted effort for the Virginia Workforce Council, in partnership with the Virginia Economic Development Partnership, to increase the capacity of regions to use the industry sectors approach to examine and address specific industries' needs. The sector-based approach brings together employers of the same industry to address common issues, which is proven to be a key to industry survival and growth. When multiple employers of the same industry are brought together, such as in Southern Virginia, it is advanced manufacturing, healthcare, energy and informational technology, common challenges and opportunities are addressed, specifically in areas of workforce development. Industry input leads to the development of education and training programs producing prospective employees and advancement opportunities in the workplace with skills that match industry needs, which will help significantly to advance the state's career pathways initiative.

The Southern Virginia Certified Work Ready Community (CWRC) initiative is a direct result of the region's using the industry sector approach.

Meeting Date: Oct. 28, 2014
Item No: 8.
Department: Finance
Issue: Hear finance report.

Summary:

FY15 – Revenues & Expenditures through September 30, 2014

Exclusive of School and Special Revenue funds, for the first quarter of FY15, actual revenues were \$12,297,153, 7.8% greater than anticipated, due in part to higher recovered costs and miscellaneous revenues than is expected at this point in year.

Actual expenditures, including encumbrances, were \$16,815,914, 6.8% greater than anticipated for the period. This is typical for this early in the new fiscal year due mostly to annual payments, semi-annual debt service, disbursements to outside agencies as budgeted, and issuance of purchase orders for various budgeted projects.

Overall Utility Funds' actual revenues exceeded anticipated amounts by \$433,241, and actual expenses, including encumbrances and semi-annual debt service, exceeded anticipated amounts by \$624,642.

Budget additions approved in October will account for some of these variances, and should level out the anticipated versus actual figures in future quarterly reports. Adoption of the re-appropriations requests for incomplete projects will also adjust the variances in expenditures as listed above.

The final audit process for FY14 began the week of September 29th. With a few more adjustments to be made, final figures will be presented as soon as possible after completion.

Attachment: Spreadsheet-Revenue-Expense as of 9/30/14

Recommendations: Motion to approve financial report.

City of Martinsville
Consolidated Revenues and Expenditures
FY15 - Sept. 30, 2014

(prepared for 10/28/14 meeting)

| | <i>Budget</i> | <i>Anticipated</i> | <i>Actual YTD</i> | <i>Remaining Balance</i> | <i>Difference Ant vs. Actual</i> |
|--|-----------------------|-----------------------|-----------------------|------------------------------|--------------------------------------|
| General Fund | | | | | |
| Revenues | \$ 28,593,456 | \$ 3,685,779 | \$ 4,109,061 | \$ 24,484,395 | 111.5% |
| Expenditures | <u>30,121,071</u> | <u>7,187,643</u> | <u>7,627,098</u> | 22,493,973 | 106.1% |
| Excess (deficiency) of revenues over expenditures | \$ <u>(1,527,615)</u> | \$ <u>(3,501,864)</u> | \$ <u>(3,518,037)</u> | | |
| | (Fund Bal contrib) | | | | |
| Capital Funds | | | | | |
| Meals Tax | | | | | |
| Revenues | \$ 2,066,792 | \$ 374,000 | \$ 409,027 | \$ 1,657,765 | 109.4% |
| Expenditures | <u>2,066,792</u> | <u>863,656</u> | <u>863,656</u> | 1,203,136 | 100.0% |
| Excess (deficiency) of revenues over expenditures | \$ <u>-</u> | \$ <u>(489,656)</u> | \$ <u>(454,629)</u> | | |
| Capital Reserve | | | | | |
| Revenues | \$ 1,101,757 | \$ 275,475 | \$ 275,475 | \$ 826,282 | 100.0% |
| Expenditures | <u>1,121,757</u> | <u>616,619</u> | <u>616,619</u> | 505,138 | 100.0% |
| Excess (deficiency) of revenues over expenditures | \$ <u>(20,000)</u> | \$ <u>(341,144)</u> | \$ <u>(341,143)</u> | | |
| TOTAL CAPITAL FUNDS: | \$ (20,000) | \$ (830,800) | \$ (795,772) | | |
| | (Fund Bal contrib) | | | | |
| Refuse Fund | | | | | |
| Revenues | \$ 2,154,507 | \$ 450,147 | \$ 481,888 | \$ 1,672,619 | 107.1% |
| Expenditures | <u>2,354,507</u> | <u>974,198</u> | <u>888,107</u> | 1,466,400 | 91.2% |
| Excess (deficiency) of revenues over expenditures | \$ <u>(200,000)</u> | \$ <u>(524,051)</u> | \$ <u>(406,219)</u> | | |
| MINet/Fiber Optic Fund | | | | | |
| Revenues | \$ 775,206 | \$ 239,712 | \$ 219,143 | \$ 556,063 | 91.4% |
| Expenditures | <u>775,206</u> | <u>249,197</u> | <u>322,257</u> | 452,949 | 129.3% |
| Excess (deficiency) of revenues over expenditures | \$ <u>-</u> | \$ <u>(9,485)</u> | \$ <u>(103,113)</u> | | |
| Water Fund | | | | | |
| Revenues | \$ 3,297,500 | \$ 824,410 | \$ 900,776 | \$ 2,396,724 | 109.3% |
| Expenditures | <u>3,847,500</u> | <u>773,359</u> | <u>748,376</u> | 3,099,124 | 96.8% |
| Excess (deficiency) of revenues over expenditures | \$ <u>(550,000)</u> | \$ <u>51,051</u> | \$ <u>152,400</u> | | |
| Sewer Fund | | | | | |
| Revenues | \$ 4,010,012 | \$ 1,001,753 | \$ 1,125,465 | \$ 2,884,547 | 112.3% |
| Expenditures | <u>4,310,012</u> | <u>898,279</u> | <u>956,493</u> | 3,353,519 | 106.5% |
| Excess (deficiency) of revenues over expenditures | \$ <u>(300,000)</u> | \$ <u>103,474</u> | \$ <u>168,972</u> | | |
| Electric Fund | | | | | |
| Revenues | \$ 18,268,308 | \$ 4,554,327 | \$ 4,776,318 | \$ 13,491,990 | 104.9% |
| Expenditures | <u>19,468,308</u> | <u>4,188,867</u> | <u>4,793,309</u> | 14,674,999 | 114.4% |
| Excess (deficiency) of revenues over expenditures | \$ <u>(1,200,000)</u> | \$ <u>365,460</u> | \$ <u>(16,991)</u> | | |
| TOTAL UTILITY FUNDS: | \$ (2,250,000) | \$ (4,066) | \$ (101,838) | | |
| | (Fund Bal contrib) | | | | |

Consolidated Revenues and Expenditures

FY15 - Sept. 30, 2014

| | <i>Budget</i> | | <i>Actual YTD</i> | <i>Remaining Balance</i> | <i>Difference Budg vs. Actual</i> |
|--|-----------------------|--------------------|-----------------------|------------------------------|---------------------------------------|
| Cafeteria | | | | | |
| Revenues | \$ 1,506,882 | \$ | \$ 130,376 | \$ 1,376,506 | 8.7% |
| Expenditures | <u>1,526,882</u> | | <u>274,001</u> | 1,252,881 | 17.9% |
| Excess (deficiency) of revenues over expenditures | <u>\$ (20,000)</u> | \$ | <u>\$ (143,625)</u> | | |
| Schools | | | | | |
| Revenues | \$ 22,222,444 | \$ | \$ 4,643,073 | \$ 17,579,371 | 20.9% |
| Expenditures | <u>22,222,444</u> | | <u>4,433,299</u> | 17,789,145 | 19.9% |
| Excess (deficiency) of revenues over expenditures | <u>\$ -</u> | \$ | <u>\$ 209,774</u> | | |
| Federal Programs | | | | | |
| Revenues | \$ - | \$ | \$ 255,219 | \$ (255,219) | |
| Expenditures | <u>-</u> | | <u>580,798</u> | (580,798) | |
| Excess (deficiency) of revenues over expenditures | <u>\$ -</u> | \$ | <u>\$ (325,579)</u> | | |
| TOTAL SCHOOL FUNDS: | <u>\$ (20,000)</u> | \$ | <u>\$ -</u> | <u>\$ (259,429)</u> | |
| | (fund bal contrib) | | | | |
| Special Revenue Funds | | | | | |
| CDBG Fund | | | | | |
| Revenues | \$ 82,965 | | \$ 52,996 | \$ 29,969 | 63.9% |
| Expenditures | <u>82,965</u> | | <u>79,374</u> | 3,591 | 95.7% |
| Excess (deficiency) of revenues over expenditures | <u>\$ -</u> | | <u>\$ (26,378)</u> | | |
| Housing Choice Fund | | | | | |
| Revenues | \$ 1,944,525 | | \$ 297,741 | \$ 1,646,784 | 15.3% |
| Expenditures | <u>1,944,525</u> | | <u>381,017</u> | 1,563,508 | 19.6% |
| Excess (deficiency) of revenues over expenditures | <u>\$ -</u> | | <u>\$ (83,276)</u> | | |
| TOTAL SPECIAL REVENUE FUNDS: | <u>\$ -</u> | | <u>\$ (109,654)</u> | | |
| GRAND TOTALS: | | | | | |
| <i>(excluding Schools & Special Revenues)</i> | | | | | |
| Revenues: | \$ 60,267,538 | <u>11,405,603</u> | \$ 12,297,153 | \$ 47,970,385 | 107.8% |
| Expenditures | <u>64,065,153</u> | <u>15,751,818</u> | <u>16,815,914</u> | 47,249,239 | 106.8% |
| Excess (deficiency) of revenues over expenditures | <u>\$ (3,797,615)</u> | <u>(4,346,215)</u> | <u>\$ (4,518,761)</u> | | |
| Local Sales/Use Taxes | \$ 1,900,000 | \$ 265,500 | \$ 296,728 | \$ 1,603,272 | 111.8% |

The Budgeted Revenue amounts do not include any contributions from Fund Balance.



City Council Agenda Summary

Meeting Date: October 28, 2014
Item No: 9.
Department: Finance
Issue: Consider approval of consent agenda.

Summary:

Item #1 –

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

General Fund: \$ 1,000 – donation
Federal Programs Fund: \$2,139,073 – Title Programs

Item #2 –

Re-appropriation of Funds from FY14 to FY15 Budget by fund as follows:

| | |
|-----------------------------|-------------------|
| General Fund: | \$ 348,516 |
| Meals Tax Fund: | \$ 157,623 |
| Refuse Fund: | \$ 205,628 |
| Minet/Fiber Optic Fund: | \$ 11,848 |
| Water Fund: | \$ 181,142 |
| Sewer Fund: | \$ 138,438 |
| Electric Fund: | \$ 214,202 |
| Capital Reserve Fund: | \$ 100,623 |
| School Fund: | \$ 41,018 |
| <u>School Fund-Capital:</u> | <u>\$ 154,988</u> |
| Total Requests: | \$1,554,026 |

Item #3 –

Request for additional appropriations:

| | |
|------------------------------|---|
| General Fund: | \$ 39,186 – Police Dept. – Body Cameras |
| <u>Capital Reserve Fund:</u> | <u>\$ 20,000 – Renovations to Police Dept. Interview Room</u> |
| Total Request: | \$ 59,186 |

Attachments: Spreadsheet-consent agenda
Spreadsheet-re-appropriations
Additional re-appropriations-Police

Recommendations: Motion to approve

BUDGET ADDITIONS FOR 10/28/2014

| ORG | OBJECT | DESCRIPTION | DEBIT | CREDIT |
|--------------------------------------|---------------|--|------------------|------------------|
| <u>FY15</u> | | | | |
| <u>General Fund:</u> | | | | |
| 01100908 | 480410 | Donations - Fire Department | | 1,000 |
| 01321102 | 506130 | Fire Dept - Repair/Maint of Burn Building Donation received | 1,000 | |
| Total General Fund: | | | 1,000 | 1,000 |
| <u>Federal Programs Fund:</u> | | | | |
| 20102926 | 401058 | Title I | | 1,034,136 |
| 86011100 | 561120 | Instructional S&W | 459,748 | |
| 86011100 | 561151 | Instructional S&W Aides | 113,424 | |
| 86011100 | 562100 | Social Security | 43,828 | |
| 86011100 | 562210 | Retirement | 89,502 | |
| 86011100 | 562300 | Insurance | 76,110 | |
| 86011100 | 562400 | Life Insurance | 6,835 | |
| 86011100 | 562520 | Disability | 417 | |
| 86011100 | 563000 | Purchased Services | 112,450 | |
| 86011100 | 565503 | Travel | 34,054 | |
| 86011100 | 566013 | Materials & Supplies | 49,050 | |
| 86012160 | 561120 | Admin S &W | 38,674 | |
| 86012160 | 562100 | Social Security | 2,193 | |
| 86012160 | 562210 | Retirement | 4,462 | |
| 86012160 | 562300 | Insurance | 3,044 | |
| 86012160 | 562400 | Life Insurance | 324 | |
| 86012160 | 562520 | Disability | 21 | |
| 20102926 | 420175 | Title I School Improvement Grant | | 352,414 |
| 86831310 | 563000 | Purchased Services | 352,414 | |
| 20102926 | 436758 | Title IIA | | 121,656 |
| 86111100 | 561120 | Instructional S & W | 63,943 | |
| 86111100 | 562100 | Social Security | 4,892 | |
| 86111100 | 562210 | Retirement | 6,639 | |
| 86111100 | 562400 | Life Insurance | 499 | |
| 86111100 | 563000 | Purchased Services | 40,609 | |
| 86111100 | 562300 | Health Insurance | 5,074 | |
| 20102926 | 436585 | Title III | | 10,967 |
| 86311100 | 563000 | Purchased Services | 10,967 | |
| 86311100 | 565503 | Travel | | |
| 86311100 | 566013 | Materials & Supplies | | |
| 20102926 | 435858 | Title VI Rural Ed | | 41,485 |
| 86411310 | 563000 | Purchased Services | 41,485 | |
| 20102926 | 417368 | Title VIB IDEA Pre School | | 5,722 |
| 86611100 | 561120 | Instructional S&W | 5,000 | |
| 86611100 | 562100 | Social Security | 310 | |
| 86611100 | 562150 | Medicare | 73 | |
| 86611100 | 566013 | Materials & Supplies | 339 | |
| 20102926 | 402758 | Title VIB Flow Through | | 513,895 |
| 86511100 | 561120 | Instructional S&W | 121,437 | |
| 86511100 | 561151 | Instructional S&W Aides | 210,998 | |
| 86511100 | 562100 | Social Security | 20,611 | |
| 86511100 | 562150 | Medicare | 4,820 | |
| 86511100 | 562210 | Retirement | 48,203 | |
| 86511100 | 562300 | Insurance | 55,964 | |
| 86511100 | 562400 | Life Insurance | 3,956 | |
| 86511100 | 562520 | Disability | 383 | |
| 86511100 | 562750 | retirement Credit | 3,524 | |
| 86511100 | 563140 | Purchased Services | 15,000 | |
| 86511100 | 565503 | Travel | 14,999 | |
| 86511100 | 566013 | Materials & Supplies | 14,000 | |
| 20102926 | 404858 | PERKINS | | 58,798 |
| 86721100 | 565503 | Travel | 17,531 | |
| 86721100 | 566013 | Materials | 41,268 | |
| Total Federal Programs Fund: | | | 2,139,073 | 2,139,073 |

RE-APPROPRIATIONS FY14 TO FY15

DEPARTMENTAL REQUESTS

| ORG CODE | OBJECT | DEPARTMENT | ACCOUNT DESCRIPTION | DEBIT | CREDIT | |
|-------------------------------|--------|--------------------------------|--------------------------------------|------------|------------|--|
| GENERAL FUND | | | | | | |
| 01103938 | 462101 | | Contribution From Fund Balance | | \$ 348,516 | |
| 01217078 | 506047 | Sheriff - Courts | Project Life Saver | \$ 11,560 | | rollover of prior years' appropriated donations |
| 01217078 | 506104 | Sheriff - Courts | Non-capital equipment | \$ 2,450 | | funds for weapons purchase/trade-in |
| 01221082 | 506105 | Commonwealth's Attorney | State - Confiscated Assets | \$ 3,705 | | forfeiture funds - carry-over |
| 01221082 | 506079 | Commonwealth's Attorney | Federal - Confiscated Assets | \$ 13,534 | | forfeiture funds - carry-over |
| 01221082 | 506118 | Commonwealth's Attorney | Local - Confiscated Assets | \$ 129 | | forfeiture funds - carry-over |
| 01123035 | 501300 | Commissioner of Revenue | Part-time Wages | \$ 2,425 | | rollover of NCI intern funding |
| 01123035 | 502100 | Commissioner of Revenue | Social Security | \$ 151 | | rollover of NCI intern funding |
| 01123035 | 502110 | Commissioner of Revenue | Medicare | \$ 35 | | rollover of NCI intern funding |
| 01311085 | 501206 | Police | Overtime - DMV Grant | \$ 28,202 | | grant funding |
| 01311085 | 501214 | Police | Overtime - Occupant Protection Grant | \$ 4,262 | | grant funding |
| 01311085 | 506078 | Police | State - Confiscated Assets | \$ 4,751 | | forfeiture funds - carry-over |
| 01311085 | 506079 | Police | Federal - Confiscated Assets | \$ 52,531 | | forfeiture funds - carry-over |
| 01311085 | 506118 | Police | Local - Confiscated Assets | \$ 1,260 | | forfeiture funds - carry-over |
| 01311085 | 508165 | Police | Construction - Animal Shelter | \$ 691 | | donated funds |
| 01311085 | 506061 | Police | Ammunition | \$ 8,178 | | incomplete project |
| 01321102 | 506110 | Fire | Fire Programs | \$ 62,921 | | grant funding |
| 01321102 | 503171 | Fire | Labor for Burn building | \$ 625 | | unspent reimbursements carried forward |
| 01321102 | 506130 | Fire | Maintenance for Burn Building | \$ 1,520 | | unspent reimbursements carried forward |
| 01322105 | 506114 | EMS | Four for Life | \$ 25,775 | | grant funding |
| 01341135 | 506300 | Inspections | Demolition | \$ 61,000 | | continuing program to clean-up more properties |
| 01331108 | 506010 | Sheriff - Corrections | Radios & Weapons | \$ 4,885 | | funds for weapons purchase/trade-in |
| 01413151 | 503193 | Thorofare Construction | Inspection Services/Fees | \$ 15,644 | | incomplete project - Liberty St Project |
| 01413151 | 508220 | Thorofare Construction | Physical Plant Expansion | \$ 13,400 | | incomplete project - Liberty St Project |
| 01812245 | 506830 | Uptown Master Plan Phase I | Supplies - Comfort Station | \$ 7,303 | | grant funding |
| 01812245 | 506833 | Uptown Master Plan Phase I | Supplies - North Lawn | \$ 810 | | grant funding |
| 01812246 | 503136 | Storm Water Program | Prof Serv - Consultant | \$ 13,972 | | grant funding |
| 01812246 | 506010 | Storm Water Program | Supplies | \$ 373 | | grant funding |
| 01816244 | 505676 | Contributions-Outside Agencies | Public Health Center | \$ 6,424 | | Carry forward year-end settlement |
| MEALS TAX FUND | | | | | | |
| 02103938 | 462101 | | Contribution from Fund Balance | | \$ 157,623 | |
| 02160270 | 508260 | Meals Tax Adm | Maint/Improvement - High School | \$ 157,623 | | incomplete project - HS renovations |
| WATER FUND | | | | | | |
| 12103938 | 462101 | | Contribution From Fund Balance | | \$ 181,142 | |
| 12541311 | 508220 | Water - Water plant | Physical Plant Expansion | \$ 81,142 | | incomplete project - equip, valve, caustic soda tank |
| 12543313 | 508220 | Water Maintenance | Physical Plant Expansion | \$ 100,000 | | on-going meter replacement program |
| REFUSE FUND | | | | | | |
| 09103938 | 462101 | | Contribution From Fund Balance | | \$ 205,628 | |
| 09424301 | 508205 | Collection | Motor Vehicles | \$ 115,000 | | as budgeted in FY14 for garbage truck |
| 09425302 | 503310 | Landfill | Prof. Service - Repairs & Maint | \$ 10,000 | | unanticipated carbon credit sales in FY14 to cover maint/gas project |
| 09425302 | 508220 | Landfill | Physical Plant Expansion | \$ 80,628 | | FY14 proceeds from sale of REC's - generator project |
| MINET/FIBER OPTIC FUND | | | | | | |
| 11103938 | 462101 | | Contribution From Fund Balance | | \$ 11,848 | |
| 11315308 | 503136 | Minet/Fiber Optic | Prof. Service - Consultant | \$ 11,848 | | incomplete project to carry forward |

| SEWER FUND | | | | | |
|--|--------|------------------------------|--------------------------------|------------|---|
| 13103938 | 462101 | | Contribution From Fund Balance | | \$ 138,438 |
| 13551326 | 503140 | Wastewater Maintenance | Prof. Service - Eng & Arch | \$ 138,438 | incomplete project - Inspection/Engineering for Main Intercept - 1st half |
| ELECTRIC FUND | | | | | |
| 14103938 | 462101 | | Contribution From Fund Balance | | \$ 214,202 |
| 14564339 | 508205 | Electric Construction | Vehicles | \$ 43,728 | 1st half bucket truck; 2nd half from FY15 budget |
| 14561336 | 503140 | Electric Generation | Prof. Service - Engineering | \$ 36,500 | Hydro dam - relicensing expense |
| 14561336 | 506009 | Electric Generation | Dam Repairs | \$ 10,975 | incomplete project - walkway replacement |
| 14561336 | 508220 | Electric Generation | Physical Plant Expansion | \$ 18,000 | incomplete project - Dam refacing |
| 14563338 | 506007 | Electric Maintenance | Substation Maintenance | \$ 55,000 | replacement of generator |
| 14565340 | 506900 | Electric General Expense | Disaster Recovery | \$ 49,999 | incomplete project - Hydro Automation |
| CAPITAL RESERVE FUND | | | | | |
| 16103938 | 462101 | | Contribution From Fund Balance | | \$ 100,623 |
| 16575365 | 508120 | Vehicles | Senior Citizens Services | \$ 6,946 | City's share of grant funded project - Van with ramp |
| 16576366 | 508055 | Computer Software/Hardware | Information Services | \$ 18,099 | Leftover funds agreed to be re-appropriated during budget process |
| 16577367 | 508670 | Physical Plant Expansion | Garage/Warehouse Complex | \$ 55,578 | incomplete project - Warehouse roof |
| 16577367 | 508140 | Physical Plant Expansion | City Hall | \$ 20,000 | prior year funds dedicated to roof repairs in fy15 (judge donation=20K) |
| TOTAL CITY FUNDS: | | | | \$ | 1,358,020 |
| SCHOOL FUNDS | | | | | |
| 18100938 | 410510 | | Ops/Contrib from Fund Balance | | \$ 41,018 |
| 81621310 | 563000 | HARVEST - ELEMENTARY | Purchased Services | \$ 2,400 | grant funding |
| 81621310 | 563142 | HARVEST - ELEMENTARY | Professional Development | \$ 1,800 | grant funding |
| 81621310 | 565503 | HARVEST - ELEMENTARY | Travel | \$ 3,000 | grant funding |
| 81621310 | 565800 | HARVEST - ELEMENTARY | Miscellaneous Expense | \$ 520 | grant funding |
| 81631310 | 563000 | HARVEST - SECONDARY | Purchased Services | \$ 1,600 | grant funding |
| 81631310 | 563142 | HARVEST - SECONDARY | Professional Development | \$ 1,200 | grant funding |
| 81631310 | 565503 | HARVEST - SECONDARY | Travel | \$ 2,000 | grant funding |
| 81631310 | 565800 | HARVEST - SECONDARY | Miscellaneous Expense | \$ 346 | grant funding |
| 71001100 | 566013 | HS - REG CLASSROOM INSTR | Instructional Materials | \$ 1,000 | grant funding |
| 71001100 | 566056 | HS - REG CLASSROOM INSTR | Non-Capital Equipment | \$ 3,000 | grant funding |
| 61101100 | 561620 | SEMMA - MS - SECONDARY | Supplemental S&W | \$ 4,000 | grant funding |
| 61101100 | 562100 | SEMMA - MS - SECONDARY | Social Security | \$ 248 | grant funding |
| 61101100 | 562150 | SEMMA - MS - SECONDARY | Medicare | \$ 58 | grant funding |
| 61101100 | 563000 | SEMMA - MS - SECONDARY | Purchased Services | \$ 4,000 | grant funding |
| 61101100 | 566013 | SEMMA - MS - SECONDARY | Instructional Materials | \$ 6,387 | grant funding |
| 66501100 | 561620 | SEMMA-MS-SECONDARY-SUMMER | Supplemental S&W | \$ 6,000 | grant funding |
| 66501100 | 562100 | SEMMA-MS-SECONDARY-SUMMER | Social Security | \$ 372 | grant funding |
| 66501100 | 562150 | SEMMA-MS-SECONDARY-SUMMER | Medicare | \$ 87 | grant funding |
| 66501100 | 566013 | SEMMA-MS-SECONDARY-SUMMER | Instructional Materials | \$ 3,000 | grant funding |
| 18100938 | 410510 | | Ops/Contrib from Fund Balance | | \$ 154,988 |
| 80003250 | 568100 | VEHICLE OPS - DIVISION-WIDE | Capital Outlay - Replacement | \$ 78,995 | funds to purchase buses |
| 80003252 | 568100 | VEHICLE OPS-DIV-WIDE-SPEC ED | Capital Outlay - Replacement | \$ 75,993 | funds to purchase buses |
| TOTAL SCHOOL FUNDS: | | | | \$ | 196,006 |
| TOTAL RE-APPROPRIATIONS FROM FY14 TO FY15 | | | | \$ | 1,554,026 |

Appropriation Request

Body Worn Cameras - \$39,186

These funds will be used to purchase updated COBAN Body Worn Cameras for each officer. Approximately 3-4 years ago, VML donated body worn cameras for the officers of the Martinsville Police Department. These cameras are starting to have problems and some videos have been either lost or not collected due to these problems. The new COBAN cameras will work in conjunction with our in-car camera system. The Body Worn camera will download to a server that has already been purchased along with our in-car camera system. This server is also accessible by our Commonwealth's Attorney's office for court purposes.

These Cameras have a flip up/flip down feature which makes it clearly visible to citizens and supervisors when the cameras are recording. The cameras also have security features which prevents officers/supervisors from making changes or deleting video. The current camera system cannot be altered or deleted by the recording officer. The system also has an automatic audio and video time/date stamp. The recorded videos will be uploaded to the server and be available to be viewed by Police Administration and Commonwealth Attorney's office for increased transparency and accountability.

Interview room renovations and additional equipment - \$20,000

Our current interview room has failed the city fire inspections for a number of years due to the design. This funding will allow us to refurbish the room to meet fire code inspections and also update interview equipment, i.e. cameras, server, mic, etc. This system will also be connected to our COBAN system and will allow interviews to be recorded on a server that will also be accessible to the Commonwealth's Attorney's office.