

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

Council Chambers – Municipal Building

**7:00 pm Reception**

**7:30 pm Regular Session**

**Tuesday, March 22, 2016**

**7:00 pm – Reception** – Martinsville High School Boys Basketball Team

**7:30—Regular Session**

Invocation & Pledge to the American Flag- Council Member Teague

1. Present a Proclamation honoring the Martinsville High School Boys Basketball Team for their accomplishments this past season and winning the Group 2A State Championship (10 mins)
2. Consider approval of minutes of the March 8, 2016 Meeting and March 9 Closed Work Session. (2 mins)
3. Hear overview of March 21, 2016 Northside/Chatham Heights area Neighborhood tour and meeting (10 mins)
4. Consider adoption of a Resolution recognizing April as Fair Housing Month and expressing the City's pledge to provide equal housing opportunities for all citizens (10 mins)
5. Consider setting a public hearing regarding a request from Gordon Metz for the abandonment of a section of Lester Lane and a remnant of a parcel acquired for the Liberty Street project (10 mins)
6. Conduct a public hearing concerning the intention of City Council to propose for passage an Ordinance authorizing the issuance of not to exceed \$10,000,000 principal amount of water and sewer revenue bonds of the City of Martinsville, Virginia related to the City's sewer interceptor project (10 mins)
7. Consider approval on second reading of an ordinance authorizing the issuance of up to \$10,000,000 principal amount of water and sewer revenue bonds of the City of Martinsville, Virginia and providing for the form, details, and payment thereof, related to the City's sewer interceptor project (10 mins)
8. Consider a request by the Virginia Municipal League to submit nominations for membership on the VML 2016 Policy Committees. (10 mins)
9. Hear information regarding GO Virginia and the designation of regional councils across the state (15 mins)
10. Consider approval of consent agenda (2 mins)
11. Comments by members of City Council. (5 minutes)
12. Comments by City Manager. (5 minutes)
13. Business from the Floor (*not televised*)  
**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.**

**Meeting Date:** March 22, 2016  
**Item No:** 1.  
**Department:** Mayor and Council

**Issue:** Present a Proclamation honoring the Martinsville High School Boys Basketball Team for their accomplishments this past season and winning the Group 2A State Championship.

**Summary:** On Saturday, March 12<sup>th</sup>, the Martinsville High School varsity boys basketball team won the Virginia High School League Group 2A state basketball championship for the second straight year defeating Greensville County in the finals by a score of 69 – 37. The state championship marks Martinsville High School’s 15<sup>th</sup> state championship in 18 appearances in the finals, both VHSL records.

Members of the MHS Bulldogs varsity basketball team and coaches will be attending Council’s meeting on March 22.

**Attachments:** Proclamation honoring the MHS Boys Basketball Team

**Recommendations:** No action needed by Council



## **Proclamation**

### **HONORING THE MARTINSVILLE HIGH SCHOOL VARSITY BOYS BASKETBALL TEAM**

**WHEREAS**, Martinsville High School is a member of the Virginia High School League, competing in the Piedmont District with other local and regional teams in a variety of high school sports; and

**WHEREAS**, the Martinsville High School varsity boys basketball team completed an outstanding year, winning the VHSL Group 2A state championship on Saturday, March 12, 2016, defeating Greenville County by a score of 69 – 37; and

**WHEREAS**, the championship marks Martinsville High School's 15<sup>th</sup> state basketball championship out of 18 state finals appearances, both VHSL records; and

**WHEREAS**, team members are Jay Dandridge, Cameron Bradley, Zanthus Hairston, Jordan Turner, Aaron Martin, Keilan Carter, Devonnte Holland, JaQuice Sydnor, Malik Wallace, Justin Manns, Kenneth Lewis, Ryland Gayle, Akira Price, and Eric Bratcher; and

**WHEREAS**, Head Coach Jeff Adkins; Assistant Coaches Vincent Dandridge, Doug Hankins, William Hankins, and Jackie Dillard; Athletic Director Tommy Golding; Team Manager Larry Green; and all the team players are to be congratulated for their hard work, dedication, and outstanding achievement;

**NOW, THEREFORE, BE IT RESOLVED**, on this 22<sup>nd</sup> day of March, 2016, that the Martinsville City Council hereby recognizes and commends the Martinsville High School varsity boys basketball team for their extraordinary achievement in winning the Virginia High School League Group 2A state championship and for being a source of pride for our entire community.

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Danny Turner, Mayor



## City Council Agenda Summary

**Meeting Date:** March 22, 2016

**Item No:** 2.

**Department:** Clerk of Council

**Issue:** Consider approval of minutes from March 8, 2016 Council Meeting and March 9, 2016 Closed Work Session.

**Summary:** None

**Attachments:** March 8, 2016 Meeting minutes  
March 9, 2016 Closed Work Session minutes

**Recommendations:** Motion to approve minutes as presented.

March 8, 2016

The regular meeting of the Council of the City of Martinsville, Virginia, was held on March 8, 2016, in Council Chambers, Municipal Building, at 7:30 PM, Closed Session beginning at 6:30pm, with Mayor Danny Turner presiding. Council Members present included: Danny Turner, Jennifer Bowles, Gene Teague, Mark Stroud and Sharon Brooks Hodge. Staff present included: City Manager Leon Towarnicki, Assistant City Manager Wayne Knox, Clerk of Council Karen Roberts, City Attorney Eric Monday, Finance Director Linda Conover, Budget Analyst Mary Prillaman, Community Planner Susan McCulloch, Human Resources Director Dave Brahmstadt, Fire Chief Ted Anderson, Mark Price from Inspections, Purchasing Director Karen Mays, Police Lieutenant Jim Minter, Police Lieutenant Tony Turner, Police Sargent Sandy Hines, Police Captain Rob Fincher, Administrative Assistant Brenda Souther, Deputy Police Chief Eddie Cassidy, and Police Chief Sean Dunn.

Mayor Turner called the meeting to order and advised Council would 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 Vice Mayor Bowles, seconded by Council Member Hodge, with the following 5-0 recorded vote: Council Member Hodge, aye; Council Member Teague, aye; Council Member Stroud, aye; Vice Mayor Bowles, aye; and Mayor Turner, aye, Council convened in Closed Session for the purpose of discussing the following matters: (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 governmental unit would be adversely affected, as authorized by Subsection 6., and (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. 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 Hodge, seconded by Bowles, with the following 5-0 recorded vote in favor to return to Open Session: Mayor Turner, aye; Council Member Teague, aye; Vice Mayor Bowles, aye; Council Member Stroud, aye; and Council Member Hodge, aye.

Following the invocation by Council Member Stroud and Pledge to the American Flag, Mayor Turner welcomed everyone to the meeting.

Council Member Stroud made a motion to appoint William Kirby to the Blue Ridge Regional Library Governing Board for a four-year term ending June 30, 2019, Council Member Hodge seconded the motion and all Council Members voted in favor.

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Consider approval of minutes from the February 23, 2016 meeting – on a motion by Council Member Bowles, seconded by Council Member Hodge and with a 5-0 Council vote in favor to approve the minutes as presented.

Fire Chief Ted Anderson introduced Mark Price who will be working part-time with Inspections focusing on property maintenance.

Hear an update from Amanda Witt of the M-HC Chamber of Commerce regarding the Community Business Launch project – Ms. Witt updated Council on the Start Up Martinsville program. 15 businesses are currently attending Boot Camp and have completed two classes already, each class being 3 hours each week. She shared her excitement for several of these potential uptown businesses. Funding has been secured for a second year of boot camp training and they plan to continue this annually. Boot camp will last for 8 weeks then there will be a pitch night where the business will pitch their idea to a panel for consideration of funding.

Hear information regarding GO Virginia and the designation of regional councils across the state – Wayne Knox said priority is innovation through state grants in key regional industries and incentives to work together instead of being in competition. David Hoback added details on how the program would work. Intent is not to split planning districts across the state. He explained the pros and cons of both Roanoke/Lynchburg/New River Valley and Southside Commonwealth scenarios. Mayor Turner asked if we would be better off being the only manufacturing location in a district or would it be more beneficial to be up against other larger manufacturing locations. Mr. Hoback said an argument could be made either way. Turner asked who would be the first contact; Hoback answered that the EDC would be a partner to work with Council on that development. Council Member Hodge asked going forward if this program would be based on consensus and what would Council's roll be in determining which region we would be in. Hoback said his hope is that the commission would come to the conclusion of what's best for each location but local Chambers, economic development groups and other organizations will also have input. Council Member Teague asked for clarification on how regional councils would be appointed and said he hopes to get good appointees on the board to ensure our location benefits. Vice Mayor Bowles said she is concerned about Martinsville getting good representation. Hodge says she feels that Roanoke/Lynchburg/New River Valley would be a better choice for Martinsville and she doesn't see us benefiting from partnering with other regions outside of the seven West Piedmont districts. Hoback said the more he looks into it, he feels that both scenarios need to be considered. Turner asked about the timeframe. Hoback said legislative has not been adopted yet and the first year will be mostly planning activities. Teague stated that he was leaning towards the east. Hodge said she wanted to hear other Council Member's opinions. Towarnicki stated that Council will meet again before the deadline so there is time to obtain

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more information. A decision would not need to be made tonight. Hodge asked how important it would be to stay with other tobacco commission recipients. Hoback stated that a consideration could be made both ways. Mayor Turner stated that he was leaning toward Roanoke. Council Member Stroud said he doesn't feel that he has enough information to offer an opinion but is probably leaning towards the East because of tobacco money. Bowles asked if there would be any incentives or federal grants. Hoback said he had not heard of anything.

February 17, 2016

WPPDC/P (16) 14

**WEST PIEDMONT PLANNING DISTRICT COMMISSION**

Go Virginia Update: Regional Council Geographic Designations

**Background**

The Virginia Initiative for Growth and Opportunity in Each Region (GO Virginia) was initiated by the Virginia Business Higher Education Council (VBHEC) and the Council on Virginia's Future to foster private-sector growth and job creation through state incentives for regional collaboration by business, education, and government. Recognizing the harsh effect of deep federal budget cuts on a Virginia economy that is overly dependent on public-sector jobs, business leaders formed the GO Virginia campaign to work for regional cooperation on *private-sector growth, job creation, and career readiness*.

At this time, it appears the General Assembly is in the process of approving somewhere in the neighborhood of \$39 million in state incentives to encourage effective collaboration among business, education, and government in each region, providing a framework for implementation of the private sector-focused strategies of leading business organizations and political leaders in both parties.

A key component of the effort will be the designation of regional councils tasked with reviewing proposals. It is envisioned that planning districts will work closely with and provide staff support to these regional councils which will have a majority of private sector appointees. *A key consideration for the WPPDC and other planning districts is the geographical alignment with other localities in neighboring regions. Staff seeks the input from the Commission on this issue.*

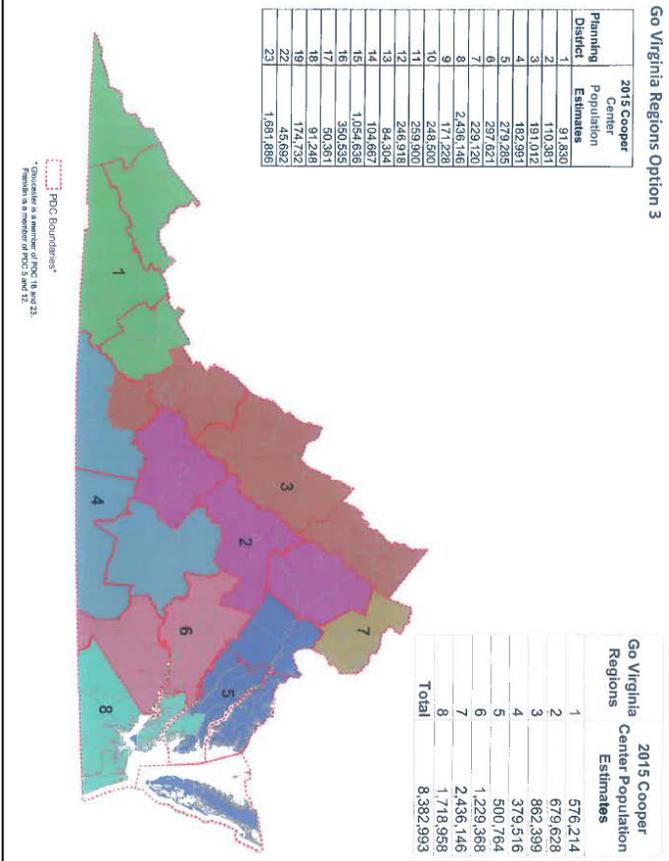
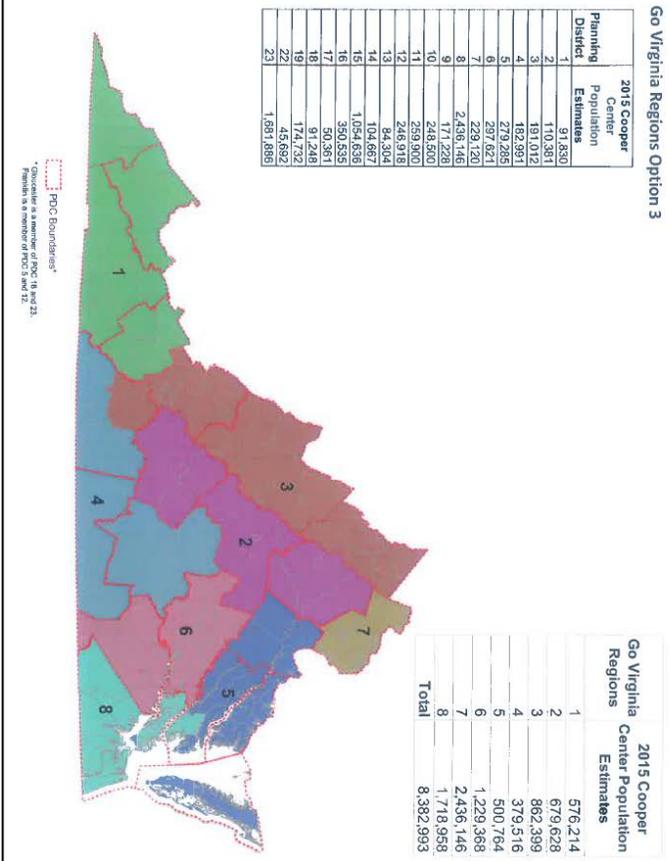
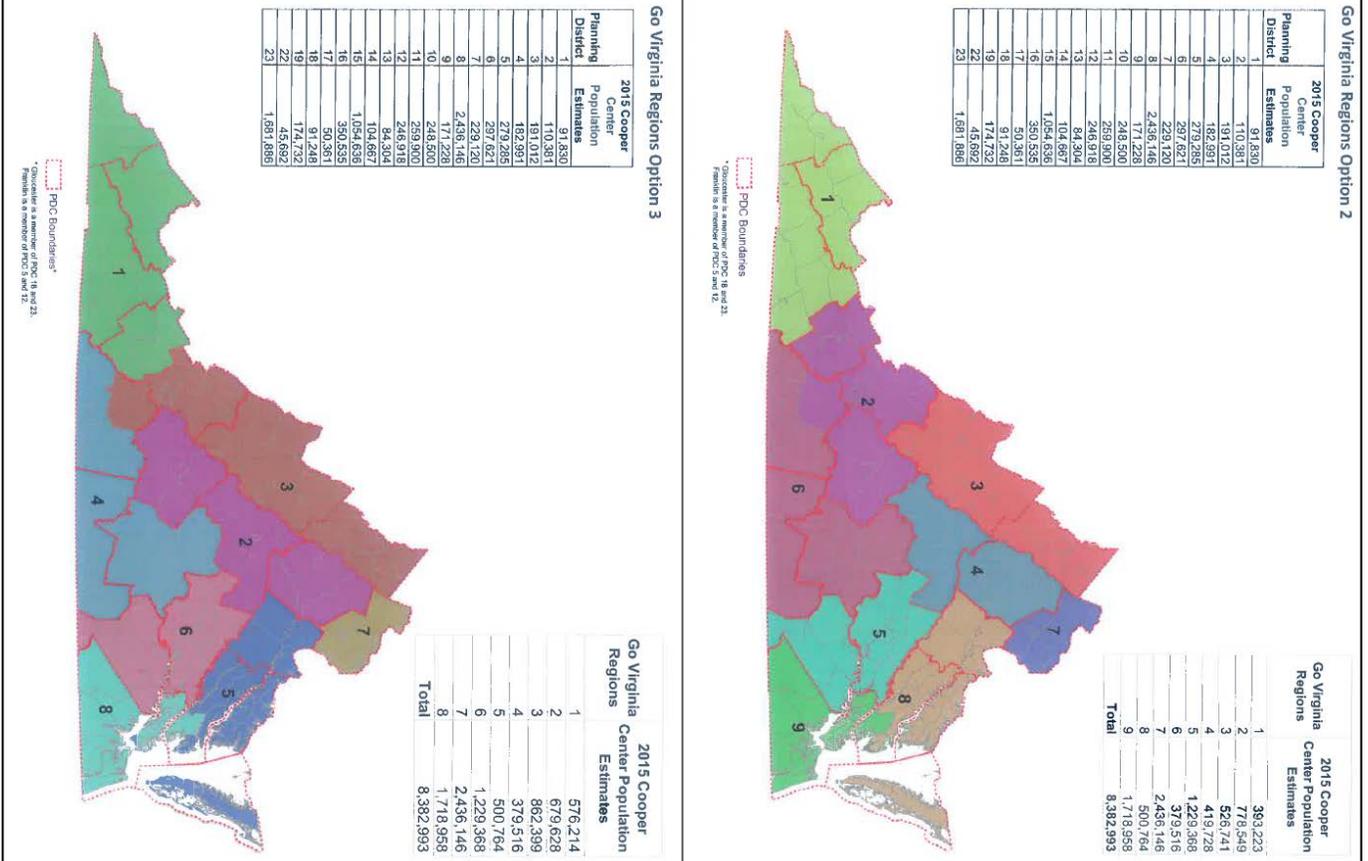
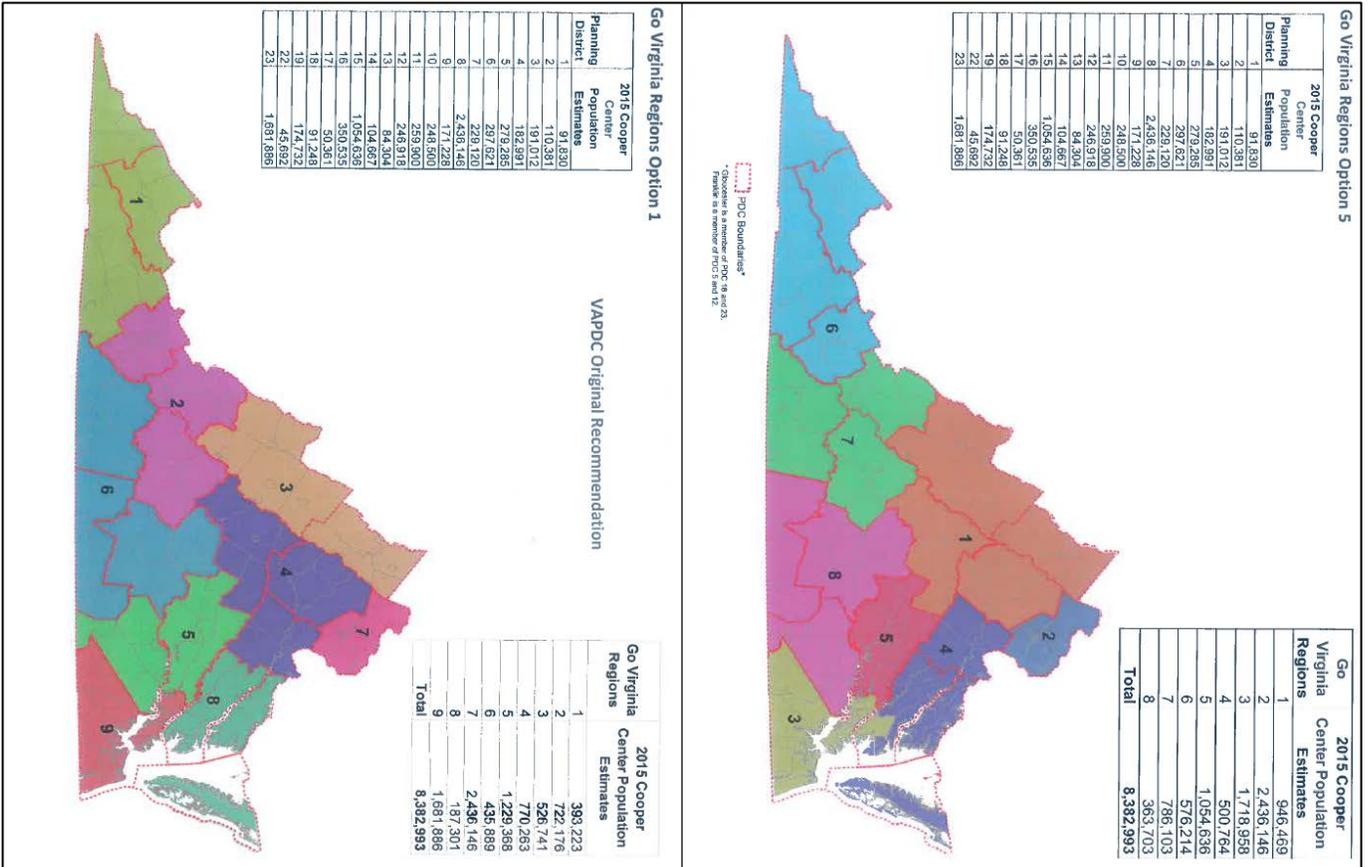
**Board Consideration**

Thursday, February 25, 2016, at 7:00 pm at the offices of the West Piedmont Planning District Commission, 1100 Madison Street, Martinsville, VA

David R. Hoback  
Executive Director

Go Virginia Regions Points of Consideration	
Roanoke/Lynchburg/NRV	Cons
Franklin County/Rocky Mount are members of both the WPPDC and the Roanoke Valley PDC's	Roanoke Valley & NRV (with exception of Floyd) are not tobacco region communities
Shared future I-73 Corridor with Roanoke Valley along US 220 through Franklin and Martinsville/ Henry County	Roanoke/Lynchburg are not EDA development districts
Stronger out/in commuting patterns between WPPDC, Roanoke, Lynchburg and NRV Regions in comparison to the regions to the east.	More competition for GO VA per capita funds pool
WPPDC shares two VTRANS 2040 highway corridors of statewide significance with Roanoke/Lynchburg regions (US 220 & US 29)	Political Clout of larger communities could be problematic
Per capita pool of GO VA project money is larger	A different set of issues and concerns in urban centered regions
Roanoke/NRV are ABC district communities	
Lynchburg Region (with exception of Amherst Co) includes other tobacco communities for leveraging VTC funds	
Patrick/Floyd share the Blue Ridge Parkway & tourism opportunities	
Potential community of interests between the WPPDC's cities and the Roanoke/Lynchburg regions	
WPPDC/Roanoke/Lynchburg is the footprint for the Blue Ridge Economic Coalition initiative launched in 2015	
Three contiguous borders with the WPPDC	





Hear an update from the City's Human Resources Office regarding hiring trends – Dave Brahmstadt, HR Manager presented a PowerPoint highlighting the hiring trends for the City. Online application implementation has been completed. He summarized the amount of



## Turnover

2014 Department	FTE Budgeted	Turnover 2014	2015 Department	FTE Budgeted	Turnover 2015		
ELECTRIC DEPARTMENT	15.0	26.7%	4.0	ELECTRIC DEPARTMENT	15	20%	3.0
FIRE DEPARTMENT	32.0	3.1%	1.0	FIRE DEPARTMENT	32.0	9%	3.0
POLICE DEPARTMENT	56.0	1.7%	1.0	POLICE DEPARTMENT	56.0	10%	6.0
PUBLIC WORKS	58.0	6.9%	4.0	PUBLIC WORKS	49.0	14%	7.0
UTILITY BILLING	8.0	25.0%	2.0	WATER RESOURCES	37.0	5%	2.0
				COMMUNITY DEVELOPMENT	5.0	40%	2.0

## Employee Census 2015

Census-CM (City)	2014#	2014%	2015#	2015%
AA/F	7	3.1%	7	3.3%
AA/M	17	7.6%	17	8.0%
W/F	30	13.5%	30	14%
W/M	167	75%	157	73.7%
L/M	1	0.4%	1	0.5%
NA/M	1	0.4%	1	0.5%
TOTALS	223	100	213	100%

AA/F = African American Female  
 AA/M = African American Male  
 W/F = White Female  
 W/M = White Male  
 Latino = Male  
 NA/M = Native American Male

## “Both And” Thinking - Not “Either Or”

### Challenges

- ▶ Family & Friends
- ▶ Wages & Benefits
- ▶ Competitive Wages
- ▶ Decreased population vs attractive growing surrounding Cities
- ▶ Cost of Living over-emphasized
- ▶ Budget, Reversion, & Word on the Street
- ▶ Exit Interviews
- ▶ Support/Buy-in

### Possibilities

- ▶ Ongoing support
- ▶ Panel Interview
- ▶ Salary and Compensation Study/Systemize
- ▶ Continued Outreach to PHCC and HSBCUs; increase advertising
- ▶ Communicate Martinsville's proximity to metro areas
- ▶ Ongoing Supervisory Training
- ▶ Listen before anything else....

The world in which you were born is just one model of reality. Other cultures are not failed attempts at being you; they are unique manifestations of the human spirit.

## The End

- ▶ Questions & Comments

Human Resources Department  
 David Brahmstadt, Director of Human Resources  
 Kathy Vernon, HR Specialist

Apply or Subscribe to Job Announcements at  
<http://www.martinsville-va.gov/>

Hear a presentation from the Police Department regarding their 2015 Annual Report – Chief Dunn said the report presented to Council will be made public after the meeting and summarized what other members of the department will be discussing. Brenda Souther summarized crime analysis reports and data collected to ensure the citizens safety. Cpt. Fincher stated that crime analysis is essential to determine trends and what to expect in the future. From these reports and studies, the Police Department can anticipate when an increase of incidents will happen so they can act to prevent those incidents before they happen. Two areas they saw a slight increase were shoplifting, mainly because many business owners weren't reporting the incidents previously and aggravated assaults also increased. Lt Turner detailed the increase in aggravated assault reports with a slight increase of three crimes from 2014 to 2015; reason being was that strangulation charges were increased from Class 1 misdemeanor to a Class 6 assault during that time frame. The Police Department is excited about the upgrade of the crime analysis software that will go online in 3-4 months and also the new record keeping system. The new systems will cut reports down from hours to minutes and can be communicated directly to the patrol officers in almost real time. Sgt. Hines spoke to Council about community policing and neighborhood resource officers. Letters were sent out to citizens and religious leaders in the community to assist with hiring, along

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with the department participating in job fairs and college career fairs. Lt. Turner described the business watch initiative which is free and enlists the active participation of merchants to reduce crime in the community. So far nineteen businesses have registered to participate in this program. An active shooter presentation was offered to local business owners and was well accepted. Lt. Minter described numerous infrastructure enhancements this past year including the mobile CAD program, record management system, mobile Wi-Fi, cellular modems and laptops, and renovations to several areas in the Police Department. Deputy Chief Cassidy discussed three grants that were received in 2015 allowing them to launch the rental property enhancement project, business watch program, a high school program, and bike patrols. These grants also pay for overtime for officers and public works employees, the explorer program, crime analysis, and other programs. Curfew checks were previously around 30% compliance however the next time curfews were checked it was 100% compliance. Grants upcoming include a vehicle grant, a general equipment grant, and a recruitment grant. Total amount received or committed in grants is \$339,000. Cassidy also detailed goals for 2016. Council Member Hodge asked if there was any indication of gang related crimes. Cassidy answered that organized retail theft appears to be committed by individuals from out of town but there appears to be no connection to gangs. Mayor Turner asked the difference in first offense and third offense shoplifting. Cassidy said third offense is considered a felony regardless of the value and fortunately they are not seeing a lot in juvenile shoplifting. Vice Mayor Bowles said she is proud to be in the room with Martinsville's finest especially with what is going on in the world. Officer initiated calls are important and are obviously working to prevent crimes. Chief Dunn shared the Coffee with a Cop upcoming event. Dunn stated that Capt. Fincher does a great job promoting the Martinsville Police Department in social media. Council Member Teague stated that if someone calls 911 and hangs up then officers will respond. False alarms and habitual offenders for false alarms are addressed. Teague asked what the policy is on storage of body cam videos. Dunn said every officer has a body camera and videos are saved on a server to accommodate those videos for years; he stated that Martinsville has a model program. Dunn stated that the videos are available for residents involved in instances to view and can be used in court. Records on body cameras are kept for 90 days which is longer than needed.

Hear a presentation from Community Development staff regarding the City's Architectural Review Board and Historic District designation – Susan McCulloch presented a PowerPoint presentation detailing the Architectural Review Board and Historic District designation including local designation history timeline and basic information on meetings and members. Vice Mayor Bowles asked if there is a review board or process for applications that are denied. McCulloch answered that ARB may ask for changes and suggestions before approvals are made and anyone denied can make an appeal to City Council. Teague asked if

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there is still value to dedicating resources and suggested developing a feedback sheet after approval was achieved.

	Year	COA/CONE Number	Location	Applicant	Sign	Façade	CDBG	Awning	Mural	Demo	Other	CONE	COA	Approved	Denied	No Action	Turnaround - in Calendar Days (once application is complete)
1	2007	Advisory	Farmers' Market	Mural - Piedmont Arts					1				1	1			
2	2007		26 Fayette St.	Solid Stone Fabric	1	1		1					1	1			7
3	2008		Consult Requested	Dry Bridge School HD Nomination Rosenwald							1		1	1			
4	2008	Advisory	30 Franklin St.	Kings, NCI's new façade							1					1	
5	2010	CONE	128 Fayette St.	God's Holy Church in Christ - Roy		1						1		1			15
6	2010		44 Franklin St.	TheatreWorks - King's (went to BZA du	1								1	1			30
7	2010	Advisory	advice about painting over graffiti													1	
8	2010		38 Franklin St.	Haskins, JB&R LLC		1							1	1			10
9	2011		26 W Church St.	J&R, Will Vaughn, Roma Realty	1								1	1			4
10	2011		509 Swanson St. (demo list)	Ethel G. Johnson		1							1	1			1
11	2011		127 E Church St.	CenturyLink (window statics - nonacce	1								1		1		20
12	2011		34 Franklin St.	Evelyn Trent, Simple Treasures	1								1	1			3
13	2011		44 Franklin St.	TheatreWorks - King's (windows damaged		1							1	1			2
14	2011		33 W Main St.	Classy Consignments	1								1	1			12
15	2011		31 Fayette St.	New façade on Bargain Center (NCI Wet Lab		1							1	1			16
16	2012	12-007	7 E Church St.	Teresa Kendall, Southern Foothills	1								1	1			10
17	2012	CONE 12-002	20 E Church St.	Steve Rucker		1						1		1			3
18	2012	12-007	20 E Church St.	Steve Rucker		1							1	1			3
19	2012	Pro. Maintenance	Protective Maint- 413 E Church St	*City to Billy Fisher		1										1	
20	2012	12-011	12 and 20 Fayette St.	Francesca Lacy - Martinsville Hotel/Gym	1	1							1	1			7
21	2012	12-008	25 Fayette Street	Priillaman's Market (Carter/Shively)		1	1						1	1			1
22	2012	12-016	28 Fayette St.	Dr. King, Uptown Treasures	2								1	1			3
23	2012	12-006	28 Fayette St.	Dr. King		1	1	1					1	1			2
24	2012	12-004	62-66 Fayette St.	King's - Future Medical school		1	1						1	1			2
25	2012	12-021	191 Fayette St.	Senator Wampler, NCI New Const. Infill	1			1					1	1			5
26	2012	12-012	44 Franklin St.	PAA, Dr. King, Tunnels to Towers - Mural					1				1	1			3

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Year	COA/CONE Number	Location	Applicant	Sign	Façade	CDBG	Awning	Mural	Demo	Other	CONE	COA	Approved	Denied	No Action	Turnaround - in Calendar Days (once application is complete)
27	2012	12-003	44 Franklin St.	Dr. King, TheatreWorks		1	1	1					1	1		2
28	2012	12-009	4 E Main St., Martin	Yoga - bank bldg		1	1	1					1	1		8
29	2012	12-005	6 E Main St.	Kings - former Divergent Search		1	1						1	1		2
30	2012	12-002	37 E Main St.	Pearson - 37 E (catering/meeting)		1						1		1		1
31	2012	12-002	37 E Main St.	Pearson - 37 E (catering/meeting)	1	1							1	1		6
32	2012	12-013	133 E Main St.	Fido's Finds - Martin/SPCA**		1							1	1	1	10
33	2012		207 E Main St.	Sherwin Williams	1							1		1		1
34	2012	12-001	30 W Main St.	Cat House, King (gross anatomy, Critz)			1	1					1	1		2
35	2012	12-002	40 W Main St.	King's Acoustical Drywall, FAHI, etc.		1	1	1					1	1		7
36	2012	12-010	68 W Main St.	Perry Harrold - law office		1	1						1	1		2
37	2012	12-020	14 Massey St.	Mt. Sinai Church					1				1	1		12
38	2012	12-015	207 Starling Ave.	Little Post Office, PAA, Gravely		1							1	1		21
39	2012	12-018	407 Starling Ave.	Dr. Crabtree, Martinsville Smiles	1								1	1		2
40	2012	12-014	18-20 Walnut St.	Dr. Kings - mixed use		1							1	1		6
41	2012		514 E Church St.	Faye Lawrence - demo a house					1				1	1		15
42	2012	PM 12-002	Franklin St.	Merriedale Designs						1					1	
43	2013	13-001	17 E Church St.	Love That Look Salon, Lynn Hairston	1								1	1		4
44	2013	CONE 13-002	409 E Church St.	Ashby Pritchett		1							1	1		1
45	2013		21-23 Fayette St.	Dental Clinic, King's		1	1	1					1	1		1
46	2013	CONE 13-004	304 Fayette St.	Mt Zion AME Church		1							1	1		0
47	2013	CONE 13-001	211 Fayette St.	FAHI		1							1	1		8
48	2013	13-001	5 High St.	Clarissa Smith - Demolition house					1				1	1		15
49	2013		29 Jones St.	Virginia King		1	1	1					1	1		1
50	2013	13-002	20 E Church St.	Rucker's Antique Emporium				1					1	1		20
51	2013	CONE 13-003	30 Cleveland Ave.	Martinsville Public School Epling	1							1		1		3
52	2014		20 E Church St.	Steve Rucker	1	1		1					1	1		3
53	2014	14-003	50 E Church St.	Studio Ammons - Henry Hotel	1	1							1	1		13

Year	COA/CONE Number	Location	Applicant	Sign	Façade	CDBG	Awning	Mural	Demo	Other	CONE	COA	Approved	Denied	No Action	Turnaround - in Calendar Days (once application is complete)
54	2014	14-014	325 E Church St.	Christ Episcopal					1				1		1	18
55	2014	CONE 14-001	220 Fayette St.	Joan Hairston		1							1	1		0
56	2014	14-001	1 E Main St., Keiper	Courthouse Rear - landscaping- Rotary		1							1	1		7
57	2014	14-001	121 E Main St.	Finish 1st Motorsports Martin/Ferguso	1								1	1		13
58	2014	14-013	149 E Main St.	Rania's, Uptown Ministry Center***	1	1							1	1		16
59	2014	CONE 14-002	8 and 10 Walnut St. Lot	Dr. King - Parking lot fencing						1	1			1		0
60	2014	14-008	53 Fayette St.	Ms. Schoolfield		1	1						1	1		22
61	2014	14-004	103 Jones St.	King		1	1						1	1		14
62	2014	14-009	45 Jones St.	Williams - Law firm		1	1						1	1		14
63	2014	14-020	319 Starling Ave.	Bennett-Dandridge - salon sign	1								1	1		22
64	2014	14-006	61 Fayette St.	Travis Barber Shop, Travis		1	1						1	1		8
65	2014	14-012	32-34 Franklin St.	King - façade		1	1	1					1	1		7
66	2014	14-010	28 N Moss St.	Stockton	1	1	1						1	1		8
67	2014		1 E Main St.	Courthouse Rear, MHC Historical Society		1	1						1	1		8
68	2014	14-005	36 Franklin St.	Jaci Hagwood		1	1						1	1		8
69	2014	14-021	111 E Main St.	Junkbabies, Hughes, Martin	1								1	1		10
70	2014	14-015	10 E Church St.	Sleep Love Play - Kings, Reed, sign	1								1	1		7
71	2014	DHR Review	10 E Church St.	DHR Section 106 - Antennae						1					1	
72	2014	14-018	20 E Church St.	Rucker Wall Sign	1								1	1		2
73	2014	14-019	35 E Church St.	Sheila's This & That, Benson, Martin	1								1	1		7
74	2014	14-016	10 E Church St.	Hugo's - awnings, Kings				1					1	1		3
75	2014	14-017	8 Lester Street	Hometrust Bank - sign	1								1	1		2
76	2014	14-022	120 Fayette St.	Phil Aaron		1							1	1		5
77	2014	14-022	120 Fayette St.	Phil Aaron		1							1		1	5
78	2015	CONE 15-001	208 Starling Ave.	Chip Wyatt	1							1		1		8
79	2015	15-001	41 Fayette St.	Pocket Park Mural, City of Martinsville			1		1				1	1		20

Year	COA/CONE Number	Location	Applicant	Sign	Façade	CDBG	Awning	Mural	Demo	Other	CONE	COA	Approved	Denied	No Action	Turnaround - in Calendar Days (once application is complete)
80	2015-15-004	22 E Church St.	Incubator - Sign - Chamber, City	1								1	1			15
81	2015-15-002	54 E Church St.	Jason Dove - State Farm	1								1	1			14
82	2015-15-005	50 E Church St.	Henry Uptown, Waukeshaw Dev.	1								1	1			1
83	2015-15-006	403 Starling Ave.	Martinsville Smile, Crabtree Demolition****						1			1			1	7
84	2015-15-008	47 Fayette St.	Sportsman's Club, Mr. Gamble		1							1	1			1
85	2015-15-007	1 E Main St.	Courthouse - Giles and Lambert - offic	1								1	1			10
86	2015-15-009	46 E Main St.	VA Bespoke, Worsham/Martin	1								1	1			2
87	2015-15-010	39 E Main St.	Chris's Custom Signs, White/Martin	1								1	1			20
<b>Total</b>				<b>32</b>	<b>45</b>	<b>21</b>	<b>13</b>	<b>3</b>	<b>5</b>	<b>5</b>	<b>12</b>	<b>70</b>	<b>78</b>	<b>4</b>	<b>6</b>	<b>629</b>
																7.8 average days to turn around
																Total Cases
																<ul style="list-style-type: none"> <li>* letters sent 7/16/12, 9/14/12, 4/23/13</li> <li>** denied paint, repainted, approved</li> <li>*** FUMC chose to come to ARB due to MURA.</li> <li>**** tied, appealed. This is the only case appealed to Council.</li> </ul>
																Stats:
																80 days included dates, so it takes an average of 7.8 calendar days to turn around an application
																Denials = 4
																1 for paint, which was changed and approved
																1 for changing the front façade, which the owner didn't want to do (was advised by contractor)
																1 for window signs that were advertisements for something done at another location
																1 for the demolition of the Rectory

### City of Martinsville's Architectural Review Board

Martinsville City Council Meeting  
Tuesday, March 8, 2016

## History of the Board

- Section XXV – City of Martinsville's Zoning Ordinance – the establishment of local historic districts approved unanimously in August 2004
- Enables Council to create an Architectural Review Board
- Establishes Local Historic District boundaries
- Establishes Design Guidelines to be adopted
- Protective Maintenance Ability of the City

## Local Designation History

- **2006-2007** The Fayette St. Historic District State/Federal Historic District nomination was being worked on with its own meetings, interviews and letters.
- **March 29, 2007**
  - Community Input Meeting – Uptown
- **April 2, 2007**
  - Community Input Meeting – East Church St./Starling Ave.

## July 19, 2007

- Planning Commission held public hearings to designate and place on Martinsville Historic Register:
  - Uptown Martinsville Historic District (between Market St., Starling Ave. to include portions of Main St., Church St., Bridge St., Ellsworth St., Clay St., Lester St., Walnut St., Ford St., Franklin St., Jones St., and Moss St.)

### July 19, 2007 (continued)

- East Church St./Starling Ave. Historic District (along E Church St. and Starling Ave. including portions of Brown St., Letcher Ct., Ellsworth St., and Scuffle Hill Rd.)

### July 19, 2007 (continued)

- The Public Hearing was held and because there were complaints that citizens received no notice, the Commission voted to mail second notices to all involved property owners (there were some 400 properties), and the matter was tabled until the second mailing.

### August 23, 2007

- Planning Commission held a second Public Hearing after notices were mailed again to approximately 400 property owners.
- Opposition: no guidelines in place.

### August 23, 2007 (continued)

- Opposition: extending Starling district across the bridge.
- Individual properties asked to be removed from district.
- The Commission unanimously voted to not establish either of the 2 proposed local districts until the ARB had guidelines in place.

### Local Designation History

- **October 4, 2007**
  - Community Input Meeting – Design Guidelines
- **October 11, 2007**
  - Community Input Meeting – Design Guidelines
- **(New Planner Hired) November 2008 to January 2009:** Design Guidelines were amended by the Architectural Review Board and sent to Planning Commission.

### Local Designation History

- **February 19, 2009:** Planning Commission approved guidelines proposed by ARB, no opponents. Two in favor. Duly advertised, mailing to property owners was completed.
- **April 14, 2009:** A duly advertised Public Hearing was held by City Council for the Design Guidelines.
- **April 28, 2009 :** City Council approved guidelines, no opponents. Duly advertised and mailing to property owners was completed.

## Local Designation History

### March 18, 2010

- The Planning Commission approves the establishment of the three State/Federal Historic Districts as the Local Historic Districts. The meeting was duly advertised and notices were sent to all affected property owners. Eleven phone calls were received asking for clarification, and callers were in favor except one. Around 25 people came to the meeting, with one opponent (caller above), the rest in favor.

## Local Designation History

### April 27, 2010

- City Council Public Hearing. Notices were sent to all affected property owners, duly advertised. Council voted to continue the public hearing

## Local Designation History

### May 11, 2010

- Since boundary lines were amended (1 property owner was removed from the Martinsville Historic District), Council voted to amend the district and to continue the Public Hearing regarding establishing 3 local historic districts

### June 8, 2010

- Council voted to approve the 3 local historic districts as previously amended

## Historic Districts of Martinsville



Martinsville (National - 1998)



E. Church St./Starling Ave. (National - 2006)



Fayette St. (National - 2007)

## About Local Historic Districts

- Historic district designation is a type of overlay *zoning* that applies to entire neighborhoods or other areas that include many historic properties.
- Provides controls on the appearance of existing and proposed buildings.
- Designation is an honor, meaning the community believes the architecture, history, and character of the area are worthy of recognition and protection.

## About Local Historic Districts

- Historic districts can help to improve property values by
  - stabilizing and enhancing the neighborhood's character,
  - benefitting property owners by protecting them from inappropriate changes by other owners that might destroy the special qualities of the neighborhood.

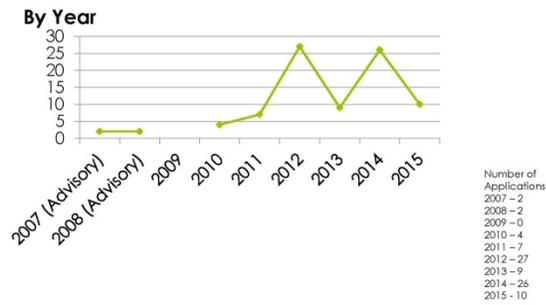
## About Local Historic Districts

- Unlike landmark designations, local historic district designation has no effect on local property taxes for property owners within the designated district.

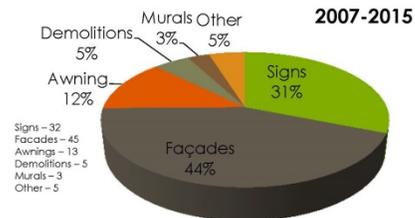
## Information

- The ARB meets the 2<sup>nd</sup> Thursday of each Month
- Currently 4 members
  - Mary Rives Brown, Chair
  - Walt Shaw, Vice Chair
  - Dr. Elizabeth Moore
  - Ashby Pritchett
- Nonvoting Member: Susan McCulloch, Secretary

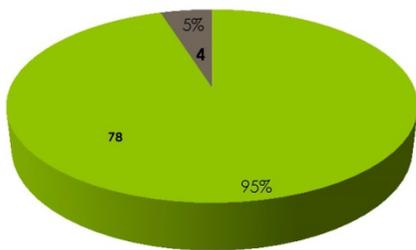
## Number of Applications



## Types of Review



## 2007-2015 Applications



## Turnaround Time

- Once an application is complete, they are acted on by the ARB an average of 7.8 calendar days later.
- The days it takes longer to approve, the ARB had to wait for other boards to approve
- They must review completed applications within 30 days
- Emergency meetings are called often

## How can Council Help?

- The ARB needs more members!
  - There are currently 4 members
  - The board needs representation from the Fayette Street Historic District
  - An architect can join (the person doesn't have to live in Martinsville)
  - The Board can have up to 7 members

## Before and After

### 21-23 Franklin Street



### 25 Fayette Street



Oldest business still in operation in Martinsville – Prillaman's Market

### 68 W Main Street



### 146 E Main Street



## 325 E Church Street



## For more information

- Susan McCulloch, ZA
- 276/403-5156
- [SMcCulloch@ci.martinsville.va.us](mailto:SMcCulloch@ci.martinsville.va.us)

Hear a staff update regarding City purchasing policies and procedures – City Manager Towarnicki said there had been inquiries by local businesses to get on the City bidder's list which is available online and stated that information was available at the Fast Track Trade Show. Karen Mays presented the purchasing manual to Council. Council Member Hodge said she was hoping to get a figure for how much the City spends with local businesses and she requested that a packet of information be made available for Amanda Witt to share with new businesses that will be entering the City.

<p><b>Getting the Right Quality and Quantity:</b></p> <p>Quality means suitability. It does not necessarily have to be the best or highest quality, but rather the correct quality for the purpose intended. Quality is not measured by price only. It may be determined by analysis, physical test, measurement, and performance. To receive proper quality, specifications must be developed in cooperation with the using department so that the supplier understands exactly what is wanted. The quantity of material purchased is determined by established requirements of a departmental operation. It may also be affected by a change in requirements, change in materials, storage facilities available, cost of storage, handling, loss and depreciation, delivery time, transportation and packing charges, and the minimum quantity which can be manufactured economically.</p> <p><b>Extent of Competition</b></p> <p>All purchasing transactions, regardless of whether by formal advertising or by negotiation and without regard to dollar values, shall be conducted in a manner that provides maximum open and free competition and which avoids placing unreasonable requirements on qualified vendors. When the bids are received, preference to a vendor is given to the City may give preference to goods, services and construction produced in the City or provided by persons, firms or corporations having principal places of business within the City, otherwise, the tie bid shall be decided by lot.</p>	<p>The purpose of this brochure is to help you, the vendor, understand the procurement policies and procedures of the City of Martinsville. It is a general guide and as such may not answer all questions that you may have. Therefore, if you have any questions that are not answered here, contact:</p> <p>City of Martinsville                  Purchasing Department                  P.O. Box 1424                  Martinsville, Va. 24104-1424                  276-403-5324  <a href="mailto:bmcc@ci.martinsville.va.us">bmcc@ci.martinsville.va.us</a></p> <p><b>RESPONSIBILITY AND RESPONSIBLE BIDDER</b></p> <p>A responsible bidder or offeror shall mean an individual, company, firm, corporation, partnership or other organization who has the capability in all respects, to perform the contract requirements and the moral and business integrity and reliability which will assure good faith performance, and who has been pre-qualified, if required.</p> <p>A responsible bidder or offeror shall mean an individual, company, firm, corporation, partnership or other organization who has submitted a bid which conforms in all respects to the invitation to bid or request for proposal.</p> <p><b>ETHICS</b></p> <p>The Purchasing Agent shall assure that all procurement practices are within the framework of the highest ethical standards. The Purchasing Department personnel are strictly prohibited from taking any actions that do not reflect the ideals of honor and integrity in the performance of their work.</p>	 <p><b>PURCHASING DEPARTMENT</b></p> <p>Doing Business with the City of Martinsville</p> <p>Information and FAQ for</p> <ul style="list-style-type: none"> <li>• Vendors</li> <li>• Contractors</li> <li>• Suppliers</li> </ul>	 <p><b>Martinsville Purchasing</b></p> <p>The City of Martinsville's Purchasing operations falls under the direction of the City's Finance Department. The Purchasing offices are located at the City's Shop &amp; Warehouse Complex located at 600 Fishel Street, Martinsville. In addition to handling procurement of City services and supplies, the Purchasing Office also maintains an extensive inventory of materials and supplies used by the various City departments in daily operations.</p> <p>Purchasing and procurement can be categorized into several main areas:</p> <ul style="list-style-type: none"> <li>• Small purchases - \$500</li> <li>• Informal Bids: Purchases of materials/supplies - \$500 to \$25,000</li> <li>• Formal Bids over \$25,000 to \$250,000</li> <li>• Competitive Negotiations over \$250,000</li> <li>• Non-Competitive Negotiations supported by a specific condition.</li> <li>• Professional Services over \$20,000</li> </ul> <p>The Purchasing Department is responsible for the procurement of goods and services for all City departments. Our goal is to provide goods and services in the proper quantity and quality, at the lowest possible cost, to city departments and agencies. All purchasing activities are performed in accordance with applicable Federal, State and City ordinances to afford an equal opportunity for all vendors to compete in the bidding process. The Purchasing Department also maintains a stores operation at the Central Warehouse at 600 Fishel Street in Martinsville.</p> <p>276) 403-5324 Karen Tays, Purchasing Manager                  (276) 403-5323 Robin Legus, Sr. Buyer                  276) 403-5324 Forre Jackson, Warehouse Specialist</p> <p><b>REGISTRATION</b></p> <p>The Purchasing Department maintains a list of prospective bidders categorized by class and type of commodity. To be placed on the bidder's list, complete and return the "bidder's list application". Applications are available at the Purchasing Department Office and online at <a href="http://www.martinsville.va.us/bids">http://www.martinsville.va.us/bids</a>.</p> <p><b>ELIGIBLE</b></p> <p>Placement on the bidder's list is not a guarantee of receiving a request to bid. To be more of an advisory participation, it is the vendor's responsibility to check the bid notices posted outside the Purchasing Department office, and to download a copy of any tender bid or proposal listed on the City's website, go to <a href="http://www.martinsville.va.us/bids">http://www.martinsville.va.us/bids</a>.</p> <p><b>ELIGIBLE</b></p> <p>Sales representatives are a valuable source for obtaining specifications and information on product advancements. We value your visits and are available to discuss your concerns. However, we recommend you call for appointments in order to better utilize your time.</p>	<p>The Purchasing Department is open for business from 8:00 a.m. to 4:00 p.m. Monday through Friday, excluding holidays. Vendor representatives are seen between the hours of 8:00 and 4:00 p.m. on Tuesday and Thursday, or other hours by appointment.</p> <p><b>SOLICITATIONS</b></p> <p>Solicitations are made through the issuance of "Request for Bids" and "Requests for Sealed Proposals."</p> <p>Purchaser should be made by one of the following methods:</p> <p><b>SMALL PURCHASES</b> less than \$500 - Telephone bid.</p> <p><b>INFORMAL BIDS</b> \$500 to \$250,000 - Telephone bid or it is an email written bid, award made to lowest responsive and responsible bidder.</p> <p><b>FORMAL BIDS</b> excess of \$250,000 - Public opening will be held. Specifications shall incorporate a clear description of the technical requirements for the material, product, or service to be purchased. Factors to be used in evaluation bids or proposals shall be clearly stated in the solicitation. The contract award shall be made to the lowest responsive and responsible bidder.</p> <p><b>COMPETITIVE NEGOTIATIONS</b> excess of \$250,000. Non Public Opening. RFPs are received, evaluated by selection criteria and awarded.</p> <p><b>NONCOMPETITIVE NEGOTIATIONS</b> supported by a specific condition. See Purchasing Manual Section 4.25.</p> <p><b>PROFESSIONAL SERVICES</b> excess of \$20,000. Non Public Opening. "Professional Services" means work performed by an independent contractor within the scope of the practice of accounting, architecture, land surveying, landscape architecture, law, medicine, optometry, or professional engineering.</p>
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March 8, 2016



Purchasing Department >>  
Central Warehouse  
990 Fishel Street  
Martinsville, Virginia 24112

I am Karen Mays, Purchasing Agent for the City of Martinsville. I am here to answer your questions concerning the City's Procurement Policies and Procedures.

In compliance with the Martinsville City Code and the laws of the Commonwealth of Virginia by the Virginia Procurement Act, the Purchasing Manual has been prepared for use by all departments of the City of Martinsville.

During this presentation, I will attempt to explain how and from whom we purchase goods and services for the City of Martinsville.

All purchasing transactions, regardless of whether by small purchase, informal or formal bids, competitive or noncompetitive negotiations or professional services, shall be conducted in a manner that provides maximum open and free competition. We have formal and informal lists of vendor names. Many are listed in Munis along with the Minority Business Information.

The City is always interested in purchasing goods and services within the City of Martinsville. Many times products are not available in the City, so we must go outside. When items are available in the City, the purchase is based on the method of solicitation.

City preference, other than low bid, is explained:

According to the City's Purchasing Manual and the Virginia Public Procurement Act 2.2-4328 Preference for local products and firms:

The governing body of a county, city or town may, in the case of a tie bid, give preference to goods, services and construction produced in such locality or provided by persons, firms or corporations having principal places of business in the locality, if such a choice is available; otherwise the tie shall be decided by lot, usually a coin toss.

#### SOLICITATIONS:

Solicitations are made through the issuance of "Request for Bids" and "Requests for Sealed Proposals."

Purchases should be made by one of the following methods:

SMALL PURCHASE less than \$500. Telephone bid.

INFORMAL BIDS \$500 to \$10,000. Telephone Bid, or Fax or Email Written Bid. Two or more qualified sources. Award made to lowest responsive and responsible bidder. There are many factors we can use to make an informal purchase award such as price, delivery schedule, freight charges, and payment terms.

FORMAL BIDS excess of \$10,000. Ad in the Bulletin, City Website, Chamber of Commerce, direct mailings, Purchasing Board. Public Opening will be held. Specifications shall incorporate a clear description of the requirements for the material, product, or service to be purchased. Factors to be used in evaluation of bids or proposals shall be clearly stated. A firm fixed price is required. The contract award shall be made to the lowest responsive and responsible bidder.

COMPETITIVE NEGOTIATIONS excess of \$10,000. Non Public Opening. The City has a certain need and will request a proposal from vendors to present solutions. RFP's are received, evaluated by selection

criteria and awarded. Advertisement is provided the same as with formal bids.

NON-COMPETITIVE NEGOTIATIONS :

Subject to specific approval of the City Manager, it may be determined that the City's interests will be best served by purchasing certain goods or services through noncompetitive negotiation. Such determination shall, after thorough investigation, be supported by one of the following conditions:

- A good or service may be truly unique and produced or provided by only one known vendor.
- An emergency may exist, in which event the Emergency Procurement procedure outlined in Sec. 9.1 shall be followed.
- A department may have standardized in the use of a particular material, supply or type of equipment for the purpose of economy in maintenance.
- Expert witnesses and other services associated with litigation.

- Legal services.
- Purchases made in a joint or cooperative effort between the City and other governmental bodies may be made through noncompetitive negotiation provided that said procurement is otherwise exempted from competitive requirements.
- An extension of the term of an existing contract for services, to allow completion of any work undertaken but not completed during the original term of the contract.

PROFESSIONAL SERVICES excess of \$20,000. Non Public Opening. "Professional Services" means work performed by an independent contractor within the scope of the practice of accounting, architecture, land surveying, landscape architecture, law, medicine, optometry, or professional engineering. Proposals are received, evaluated, rank & scored. Negotiations are made with top rank firm.

CHARGE CARD PROGRAM: The City of Martinsville has adopted a Charge Card Purchase Program for the purchase of materials, equipment, services or supplies, costing no more than \$1,000.00 per transaction, unless otherwise approved.

VISIT

Sales representatives are a valuable source for obtaining specifications and information on product advancements. We value your visits and are available to discuss your concerns. Please come and see us.

The Purchasing Department is located at 990 Fishel Street, Martinsville, and is open from 8:00 a.m. to 4:30 p.m. Monday thru Friday, excluding holidays. Vendor representatives are seen between the hours of 1:00 and 4:00 p.m. on Tuesday and Thursday, or other hours by appointment.

BIDDER'S LIST

The Purchasing Department maintains a list of bidders categorized by class and type of commodity. To be placed on the bidders list, complete and return the "Bidder's List Application". Applications are available at the Purchasing Department Office and online at <http://www.martinsville-va.gov>.

To be sure of maximum participations, it is the vendors' responsibility to check the bid notices posted outside the Purchasing Department offices and to download a copy of any sealed bid or proposal listed on the City's website, go to <http://www.martinsville-va.gov/Bid-Documents.html>

Some City Businesses:

Office Supplies: S & K Office & Office Max.  
 Building Supplies: Lester Home Center.  
 Plumbing, HVAC Services: Prillaman & Pace.  
 Electric Supplies: Williams, & Womack Supply.  
 Temporary Employee Staffing: AmeriStaff  
 Radios & Maintenance: GCS Electronics.  
 Water & Sewer Supplies: Ferguson Enterprises.  
 Medical Testing & Flu Shots: Memorial Hospital.  
 Auto Parts: AutoZone, Advance, O'Reilly & NAPA  
 Construction Work: Gary Smith & P & P.  
 Printing: Quality, Sanwell, & Service Printing.  
 Advertising: Martinsville Bulletin  
 Other vendor names are available upon request.

Consider approval on first reading of an ordinance authorizing the issuance of up to \$10,000,000 principal amount of water and sewer revenue bonds of the City of Martinsville, Virginia and providing for the form, details, and payment thereof, related to the City's sewer interceptor project – City Manager Towarnicki summarized the ordinance in relation to the sewer project. A motion was made by Council Member Teague to approve the ordinance on first reading, the motion was seconded by Council Member Hodge and approved by all Council Members by recorded vote: Teague, aye; Stroud, aye; Bowles, aye; Turner, aye; and Hodge, aye.

<p style="text-align: center;">CITY OF MARTINSVILLE, VIRGINIA</p> <p style="text-align: center;">AN ORDINANCE AUTHORIZING THE ISSUANCE OF UP TO \$10,000,000 PRINCIPAL AMOUNT OF WATER AND SEWER REVENUE BONDS OF THE CITY OF MARTINSVILLE, VIRGINIA AND PROVIDING FOR THE FORM, DETAILS AND PAYMENT THEREOF</p> <p style="text-align: right;">Adopted on March 8, 2016 (first reading)</p> <p style="text-align: left; font-size: small;">(Y:\040381   064036-090303 )</p>	<p style="text-align: center;">Be it Ordained by the Council of the City of Martinsville, Virginia:</p> <p><b>Section 1</b>    <u>Definitions</u></p> <p>Unless the context shall clearly indicate some other meaning, the following words and terms shall for all purposes of the Ordinance and of any certificate, resolution or other instrument amendatory thereof or supplemental thereto for all purposes of any opinion or instrument or other documents therein or herein mentioned, have the following meanings:</p> <p>"Act" shall mean the Public Finance Act, Chapter 26, Title 15.2 of the Code of Virginia of 1950, as amended.</p> <p>"Bond" or "Bonds" shall mean the City's Water and Sewer Revenue Bond, Series 2016, in the aggregate principal amount of up to \$10,000,000, authorized to be issued hereunder.</p> <p>"Bond Counsel" shall mean Sands Anderson PC or another attorney or firm of attorneys nationally recognized on the subject of municipal bonds selected by the City.</p> <p>"City" shall mean the City of Martinsville, Virginia.</p> <p>"City Charter" shall mean the City Charter of the City of Martinsville, Virginia, as amended.</p> <p>"Clerk" shall mean the Clerk of the Council or the Deputy Clerk of the Council.</p> <p>"Commonwealth" shall mean the Commonwealth of Virginia.</p> <p>"Council" shall mean the City Council of the City of Martinsville.</p> <p>"Financing Agreement" shall mean the Financing Agreement between VRA and the City related to issuance of the Bond for the financing of the Project.</p> <p>"Fund" shall mean the Virginia Water Facilities Revolving Fund.</p> <p>"Mayor" shall mean the Mayor or Vice Mayor of the City.</p> <p>"Paying Agent" shall mean the City Treasurer acting as Paying Agent for the Bond hereunder or the successors or assigns serving as such hereunder.</p> <p>"Project" shall mean specifically the acquisition, construction, renovation and equipping of sewer system repairs, replacements, and capital improvements, all for the City's municipal purposes.</p> <p style="text-align: left; font-size: small;">(Y:\040381   064036-090303 )</p> <p style="text-align: center;">1</p>
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"Registrar" shall mean the Paying Agent, or the successors or assigns serving as such hereunder.

"System" shall mean the City's water and sewer system.

"VRA" shall mean the Virginia Resources Authority, as administrator of the Fund.

**Section 2 Findings and Determinations**

The Council hereby finds and determines that (i) the City is authorized to acquire, construct, operate and maintain water and sewer systems in the City (together, the "System"), which System is a revenue producing undertaking of the City (ii) the City is in need of funds to be used for the purposes of financing capital improvements, specifically the acquisition, construction, renovation and equipping of the Project, including payment of costs of issuance of the Bond; (iii) the obtaining of such funds will be for municipal purposes of the City, for the welfare of citizens of the City for purposes which will serve the City and its citizens pursuant to the authority of the City to provide funds for and otherwise support the activities of the City and the City's municipal purposes; (iv) the most effective, efficient and expedient manner in which to provide such funds to the City is through the issuance of a water and sewer revenue bond, Series 2016, in an aggregate original principal amount not to exceed \$10,000,000 to be issued by the City as further described herein to be sold to VRA as administrator of the Fund, which has offered to purchase the same on certain terms and conditions pursuant to a commitment letter dated as of February 18, 2016 and the Financing Agreement (as defined herein); (v) the issuance of the Bond is within the power of the City to contract debts, borrow money and make and issue evidence of indebtedness; (vi) the Project constitutes a water or waste system within the meaning of Title 15.2, Chapter 51, Section 15.2-5101, of the Code of Virginia, 1950, as amended (the "Virginia Code") and a wastewater treatment (including sewage and wastewater collection) facility within the meaning of the term "Project" as defined in Section 62.1-224 of the Virginia Code, (vii) the Council desires to issue the Bonds under the provisions of the Act and the City Charter, and a duly advertised and conducted public hearing has been held with respect to the Bonds on March 22, 2016 and, (viii) the issuance of the Bond is in the best interests of the City and its citizens. The maximum length of time that the Bond will be outstanding is thirty years from the date of issuance of the Bond. The Council further hereby finds and determines that the probable useful life of the Project financed by the Bond is thirty years and that the Bond is payable and shall mature within the probable useful life of the Project.

**Section 3 Authorization, Form and Details of the Bond**

The Project, which shall constitute a part of the System, is hereby approved and the City is authorized to issue not more than \$10,000,000 principal amount of water and sewer revenue bonds, Series 2016 (the "Bonds") pursuant to the City Charter and under the Act. The Bonds shall mature no later than thirty (30) years from the date of their issuance and the Bonds shall not bear interest. The Bonds shall be issued in fully registered form, shall mature or be subject to

(V0140181 | 004036-00102 )

mandatory sinking fund redemption on such dates and in such amounts as the City Manager or Assistant City Manager may approve and shall be subject to such optional and other redemption provisions as the City Manager or Assistant City Manager may approve. The proceeds from the sale of the Bonds shall be used to finance the Project.

The Bonds shall be issued to VRA, as administrator of the Fund, pursuant to the terms, conditions and provisions of this Ordinance and the Financing Agreement and upon such other terms as may be determined in the manner set forth in this Ordinance. The issuance and sale of the Bonds in one or more series from time to time in accordance with this Ordinance is authorized. The Bonds shall be in substantially the form herein, with such appropriate variations, omissions and insertions as are permitted or required by this Ordinance and by the VRA.

The Bonds shall be executed, for and on behalf of the City, by the Mayor or the Vice-Mayor of the City, either of whom may act, and shall have the corporate seal of the City impressed thereon, attested by the Clerk or Deputy Clerk of the City. The manner of execution and affixation of the seal may be by facsimile, provided, however that if the signatures of the Mayor or Vice Mayor are by facsimile, the Bonds shall not be valid until signed by the manual signature of the Clerk or Deputy Clerk. The Bonds shall be in substantially the form herein, with such variations, insertions or deletions as may be approved by the officer executing the Bonds on the City's behalf. The City Treasurer is hereby appointed as the Registrar for the Bonds.

**"FORM OF BOND"**

ISSUE DATE: \_\_\_\_\_, 2016

**UNITED STATES OF AMERICA  
COMMONWEALTH OF VIRGINIA**

**\$10,000,000  
Water and Sewer Revenue Bond, Series 2016**

THE CITY OF MARTINSVILLE (the "Borrower"), a public body politic and corporate of the Commonwealth of Virginia, acknowledges itself indebted and for value received, hereby promises to pay, solely from the revenues and other property hereinafter described and pledged to the payment of this Bond, to the order of Virginia Resources Authority (VRA), as Administrator of the Virginia Water Facilities Revolving Fund (the "Fund"), Richmond, Virginia, or registered assigns or legal representatives, the sum equal to the amount of principal advances made hereunder but not to exceed Ten Million and 00/100 Dollars (\$10,000,000.00), with interest on the disbursed and unpaid principal balance from the date of each disbursement until payment of the entire principal sum. This Bond shall not bear interest.

Commencing on \_\_\_\_\_, 20\_\_\_\_, and continuing semi-annually thereafter on \_\_\_\_\_ 1 and \_\_\_\_\_ 1 in each year, principal due under this Bond shall be due and

(V0140181 | 004036-00102 )

payable in equal installments, with a final installment due and payable on \_\_\_\_\_, 20\_\_\_\_, when, if not sooner paid, all amounts due hereunder shall be due and payable in full provided however, that if principal advances up to the maximum authorized amount are not made, the principal amount due on this Bond shall not include such undischursed amount. However, unless the Borrower and VRA agree otherwise in writing, until all amounts due hereunder shall have been paid in full, less than the full disbursement of the maximum authorized amount hereunder shall not postpone the due date of any semi-annual installment due hereon, or change the amount of such installment.

In addition, if any installment of principal is not received by the holder of this Bond within ten (10) days from its due date, the Borrower shall pay into the Fund, a late payment charge in an amount equal to five percent (5.0%) of such overdue installment. Principal is payable in lawful money of the United States.

No notation is required to be made on this Bond of the payment of any principal on normal installment dates. HENCE, THE FACE AMOUNT OF THIS BOND MAY EXCEED THE PRINCIPAL SUM REMAINING OUTSTANDING.

**THIS BOND IS A LIMITED OBLIGATION OF THE BORROWER AND IS PAYABLE SOLELY FROM CERTAIN REVENUES TO BE DERIVED FROM THE OWNERSHIP OR OPERATION OF THE BORROWER'S WATER AND WASTEWATER SYSTEM AS THE SAME MAY FROM TIME TO TIME EXIST, WHICH REVENUES HAVE BEEN PLEDGED PURSUANT TO THE FINANCING AGREEMENT (HEREINAFTER DEFINED) TO SECURE THE PAYMENT THEREOF. NEITHER THE COMMONWEALTH OF VIRGINIA NOR ANY POLITICAL SUBDIVISION THEREOF, INCLUDING THE BORROWER, SHALL BE OBLIGATED TO PAY THE PRINCIPAL OF THIS BOND OR OTHER COSTS INCIDENT THERETO EXCEPT FROM THE REVENUES PLEDGED THEREFOR, AND NEITHER THE FAITH AND CREDIT NOR THE TAXING POWER OF THE COMMONWEALTH OF VIRGINIA OR ANY POLITICAL SUBDIVISION THEREOF, INCLUDING THE BORROWER IS PLEDGED TO THE PAYMENT OF PRINCIPAL OF THIS BOND OR OTHER COSTS INCIDENT THERETO.**

This Bond is issued pursuant to the terms of the Financing Agreement between the Borrower and VRA dated as of March 1, 2016 (the "Financing Agreement") to evidence a loan by VRA to the Borrower to finance the Project Costs (as defined in the Financing Agreement). The obligations of the Borrower under this Bond and the Financing Agreement shall terminate when all amounts due and to become due pursuant to this Bond and Financing Agreement have been paid in full. Reference is hereby made to the Financing Agreement and any amendments thereto for the definitions and provisions, among others, describing the pledge and covenants securing this Bond, the nature and extent of the security, the terms and conditions upon which this Bond is issued, and the rights and obligations of the Borrower and the holders of this Bond.

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The pledge of Revenues, as defined in the Financing Agreement, toward payment of the Bond in accordance with the terms of the Financing Agreement shall be on parity with the pledge of Revenues securing the Existing Parity Bonds, if any, as defined in the Financing Agreement and set forth on Exhibit F thereto. The Borrower may incur additional indebtedness secured by a pledge of the Revenues pursuant to the terms of the Financing Agreement.

Transfer of this Bond may be registered upon the registration books of the Bond Registrar. Prior to due presentment for registration of transfer, the Bond Registrar shall treat the registered owner as the person exclusively entitled to payment of principal and the exercise of all other rights and powers of the owner.

This Bond is subject to optional prepayment to the extent and on the terms set forth in the Financing Agreement.

If an Event of Default (as defined in the Financing Agreement) occurs, the principal of this Bond may be declared immediately due and payable by the holder by written notice to the Borrower.

Notwithstanding anything in this Bond to the contrary, in addition to the payments of the principal provided by this Bond, the Borrower shall also pay such additional amounts, if any, which may be necessary to provide for payment in full of all amounts due under the Financing Agreement.

All acts, conditions and things required by the Constitution and statutes of the Commonwealth of Virginia to happen, exist or be performed precedent to and in the issuance of this Bond have happened, exist and have been performed.

IN WITNESS WHEREOF, the Borrower has caused this Bond to be signed by its Mayor or Vice-Mayor, to be attested by the Clerk of the City Council, its seal to be affixed hereto and to be dated as of \_\_\_\_\_, 2016.

CITY OF MARTINSVILLE, VIRGINIA

SEAL

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: Mayor

ATTEST:

\_\_\_\_\_  
Clerk of the City Council

(V0140181 | 004036-00102 )

ASSIGNMENT

FOR VALUE RECEIVED the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_ whose address for registration purposes is \_\_\_\_\_ the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints \_\_\_\_\_ to transfer the within Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_ Tax ID. No. \_\_\_\_\_  
Transferee: \_\_\_\_\_

Signature Guaranteed

\_\_\_\_\_

(NOTE: the signature above must correspond with the name of the Registered Owner as it appears on the front of this Bond in every particular, without alteration or enlargement or any change whatsoever.)

SCHEDULE OF PRINCIPAL ADVANCES

The amount and date of principal advances not to exceed the face amount hereof shall be entered hereon by an authorized representative of the Virginia Resources Authority, as Administrator of the Fund, when the proceeds of each such advance are delivered to the Borrower.

Amount Date Authorized Signatures

If any Bond has been mutilated, lost, stolen, or destroyed, the City shall execute and deliver a new Bond of like date and tenor in exchange and substitution for, and upon delivery to the Registrar and cancellation of, such mutilated Bond, or in lieu of and in substitution for such lost, stolen, or destroyed Bond; provided, however, that the City shall execute, authenticate, and deliver a new Bond only if its registered owner has paid the reasonable expenses and charges of the City in connection therewith and, in the case of a lost, stolen, or destroyed Bond (i) has filed with the Registrar evidence satisfactory to him or her that such Bond was lost, stolen, or destroyed and that the holder of the Bond was its registered owner and (ii) has furnished to the City indemnity satisfactory to the Registrar. If the Bond has matured, instead of issuing a new Bond, the City may pay the Bond without surrender upon receipt of the aforesaid evidence and indemnity.

Section 4 Pledge of Water and Sewer Revenues

The Bond shall be a limited obligation of the City and, except to the extent payable from the proceeds of the sale of the Bond or the income, if any, derived from the investment thereof, is payable exclusively from the Revenues (as defined in the Financing Agreement) of the City's System which the City hereby pledges to the payment of the Bond pursuant to the terms of the Financing Agreement. The pledge of the Revenues securing the Bond shall be on parity with any Parity Bonds (as defined in the Financing Agreement) secured by such Revenues.

Section 5 Application of Proceeds; Sale of Bond

Proceeds derived from the sale of the Bond together with other monies available therefor shall be used to pay the costs of issuance and for the purposes specified in Section 2 of this Ordinance and otherwise used in accordance with the provisions of this Ordinance or an opinion of Bond Counsel.

Section 6 Further Actions Authorized; Approval of Documents

The Financing Agreement will be in substantially the form presented to and filed with the minutes of the meeting of this City Council at which this Ordinance is being adopted. The form of the Financing Agreement and the terms, conditions and provisions thereof are hereby approved by this City Council, and the Mayor, or City Manager, any of whom may act, are hereby authorized and directed to execute and deliver to the VRA the Financing Agreement in substantially such form, with such changes and amendments as the officer executing the same shall approve or as shall be necessary to satisfy VRA requirements, such approval to be conclusively evidenced by his execution and delivery thereof.

The Mayor, City Manager, City Finance Director, City Treasurer, City Clerk, bond counsel for the City and all other appropriate officers and employees of the City shall take all actions and execute all certificates and documents as shall be necessary to carry out the provisions of this Ordinance.

All other actions of City officials in conformity with the purposes and intent of this Ordinance and in furtherance of the issuance and sale of the Bonds as authorized herein are ratified, approved and confirmed. City officials are authorized and directed to execute and deliver all certificates and other instruments considered necessary or desirable in connection with the issuance, sale and delivery of the Bonds pursuant to this Ordinance and the Financing Agreement and to do all acts and things necessary or convenient to carry out the terms and provisions of such documents.

All ordinances, resolutions and proceedings in conflict herewith are, to the extent of such conflict, repealed. This Ordinance shall constitute the "Local Resolution" as such term is defined in Section 1.1 of the Financing Agreement.

Section 7 Invalidity of Sections

If any section, paragraph, clause or provision of this Ordinance shall be held invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining portions of this Ordinance.

Section 8 Headings of Sections, Table of Contents

The headings of the sections of this Ordinance and the Table of Contents appended hereto or to copies hereof shall be solely for convenience of reference and shall not affect the meaning, construction, interpretation or effect of such sections of this Ordinance.

Section 9 Effectiveness and Filing of Ordinance

This Ordinance was presented to the Council and a public hearing concerning this Ordinance was held in accordance with applicable law by the Council at its meeting on March \_\_, 2016. The Council hereby declares that this Ordinance shall become effective upon its passage as provided for in the Act and pursuant to Section 3 of Chapter 3 of the City Charter. A certified copy of this Ordinance shall be filed by the Clerk with the Clerk of the Circuit Court of the City of Martinsville, Virginia. The filing of this Ordinance with the Clerk of the Circuit Court of the City of Martinsville, Virginia shall be deemed to be the filing of an initial resolution or ordinance with such Court for all purposes of the Act.

The Members of the Council voted as follows:		TABLE OF CONTENTS	
<u>Ayes</u>	<u>Nays</u>		Page
		Section 1	<u>Definitions</u> .....1
		Section 2	<u>Findings and Determinations</u> ..... 2
		Section 3	<u>Authorization, Form and Details of the Bond</u> ..... 2
		Section 4	<u>Pledge of Water and Sewer Revenues</u> .....7
		Section 5	<u>Application of Proceeds: Sale of Bond</u> ..... 8
		Section 6	<u>Further Actions Authorized: Approval of Documents</u> ..... 8
		Section 7	<u>Invalidity of Sections</u> .....8
		Section 8	<u>Headings of Sections, Table of Contents</u> .....9
		Section 9	<u>Effectiveness and Filing of Ordinance</u> .....9

Adopted this \_\_\_ day of March, 2016.

The undersigned Clerk of the City Council of the City of Martinsville, Virginia hereby certifies that the foregoing constitutes a true and correct extract from the minutes of a meeting of the City Council held on March \_\_, 2016, and of the whole thereof so far as applicable to the matters referred to in such extract. I hereby further certify that such meeting was a regularly called meeting and that, during the consideration of the foregoing ordinance, a quorum was present.

Dated this \_\_\_ day of March, 2016.

\_\_\_\_\_  
Clerk, City Council of  
City of Martinsville, Virginia

(V0440381.1 04/08/09/010 ) 10

Consider approval of consent agenda – A motion was made by Teague and seconded by Bowles to approve the consent agenda as presented, all Council Members voted in favor.

BUDGET ADDITIONS FOR 03/08/16				
ORG	OBJECT	DESCRIPTION	DEBIT	CREDIT
<b>FY16</b>				
<b>General Fund:</b>				
01100909	490104	Advance/Recovered Costs		1,623
01331108	501300	Sheriff/Corrections - Part-time & Temporary Wages	1,210	
01331108	502100	Sheriff/Corrections - Social Security	75	
01331108	502110	Sheriff/Corrections - Medicare	18	
01331108	506008	Sheriff/Corrections - Vehicle Equipment & Maint.	242	
01331110	506200	Sheriff/Annex - Prisoner Allowance	78	
		Reimbursement from Henry County for litter pickup-January		
01100909	490104	Advance/Recovered Costs		4,719
01812242	506089	County Ambulance Fuels	4,719	
		Reimbursements for fuels		
01100909	490104	Advance/Recovered Costs		14,618
01812242	506067	Misc. Exp. - RADAR Transit Program	14,618	
		Reimbursements for fuel		
<b>Total General Fund:</b>			<b>20,960</b>	<b>20,960</b>
<b>School Operating Fund:</b>				
18101918	418308	Project Graduation		14,535
71501100	561120	Instruction S & W	7,000	
71501100	562100	Social Security	434	
71501100	562150	Medicare	101	
71501100	562800	Miscellaneous Expense	2,000	
71501100	565511	Field Trips	5,000	
		State DOE Grant Award		
<b>Total School Operating Fund:</b>			<b>14,535</b>	<b>14,535</b>

Comments by members of City Council – Vice Mayor Bowles congratulated the Carlisle Chiefs on their back to back victories. March is Women’s History Month and she recognized several females who had served on the Martinsville City Council. Mayor Turner recognized the Martinsville Bulldogs stating that they will be playing in the State Finals on Saturday March 12, 2016.

March 8, 2016

Comments by City Manager – City Manager Towarnicki reminded Council and residents of the March 21, 2016 Northside Neighborhood meeting that will be held at Clearview Wesleyan Church on Barrows Mill Road beginning at 7:30pm

Business from the Floor (not televised) – Susan McCulloch said a contest was held to name the pocket park but the names received were not reflective of the neighborhood. The contest was opened to the schools with assistance from Hodge Draper who will assist by providing local history to those students interested in participating in the contest. She feels that this could be a good community engagement project.

There being no further business, a motion was made by Teague to adjourn the meeting, seconded by Hodge with all Council Members voting in favor. The meeting adjourned at 10:20pm.

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Karen Roberts  
Clerk of Council

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Danny Turner  
Mayor

March 9, 2015

A closed work session meeting of the Council of the City of Martinsville, Virginia, was held on March 9, 2016, in Council Chambers, Municipal Building, beginning at 6:30 P.M., with Mayor Danny Turner presiding. Those present included: Council Member Gene Teague, Council Member Mark C. Stroud, Sr., Mayor Danny Turner, Council Member Sharon Brooks Hodge, Vice Mayor Jennifer Bowles, City Manager Leon Towarnicki, Assistant City Manager Wayne Knox and City Attorney Eric Monday.

Mayor Turner called the meeting to order and advised Council will go into Closed Session. Pursuant to Chapter 2, Section 5 of the City Charter and at the request of the City Manager and a member of Council, the Martinsville City Council will conduct a special meeting, and Pursuant to Code of Virginia 2.2-3711(A), to convene in closed session for consideration of the following: A) 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 governmental unit would be adversely affected, as authorized by Subsection 6., and B) Consultation with legal counsel and briefings by staff, 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. Upon motion by Council Member Hodge, seconded by Council Member Stroud with the following recorded 5-0 roll-call vote: Mayor Turner, aye; Vice Mayor Bowles, aye; Council Member Hodge, aye; Council Member Stroud, aye; and Council Member Teague, aye; Council convened in Closed Session for the purpose of discussing the matters listed above. At the conclusion of the Closed Session, each returning member of Council certified that (1) only public business matters exempt from opening 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 Vice Mayor Bowles and seconded by Council Member Hodge with the following 5-0 roll-call recorded vote: Turner, aye; Bowles, aye; Hodge, aye; Stroud, aye; Teague, aye; Council returned to Open Session.

There being no further business, a motion was made to adjourn the meeting by Council Member Hodge, seconded by Vice Mayor Bowles followed by a 5-0 vote with all Council Members voting in favor. The meeting adjourned at 7:55 pm.

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Leon Towarnicki  
Deputy Clerk of Council

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Danny Turner  
Mayor



## City Council Agenda Summary

**Date:** March 22, 2016

**Item No:** 3.

**Department:** City Council

**Issue:** Hear an overview of the March 21, 2016 Northside/Chatham Heights area neighborhood tour and meeting.

**Summary:** A recap of the neighborhood tour and Northside neighborhood community meeting held at Clearview Wesleyan Church at 925 Barrows Mill Road on Monday, March 21<sup>st</sup> will be given.

**Attachments:** None

**Recommendations:** This item is being presented for public information purposes – no action needed by Council.

**Meeting Date:** March 22, 2016  
**Item No:** 4.  
**Department:** Community Development

**Issue:** Consider adoption of a Resolution recognizing April as Fair Housing Month and expressing the City's pledge to provide equal housing opportunities for all citizens.

**Summary:** Each year, the month of April is designated as Fair Housing Month. As a recipient of Community Development Block Grant funds for the Northside Community Improvement Project, we must perform a service of some sort. Each year as part of that service, we request City Council to pass a resolution declaring this particular month.

**Attachments:** [Resolution](#)

**Recommendations:** Motion to adopt Resolution



**FAIR HOUSING RESOLUTION  
OF THE  
MARTINSVILLE CITY COUNCIL**

**WHEREAS**, the City of Martinsville strives to promote principles of Equal Housing Opportunity by prohibiting discrimination practices in the sale, rental and financing of housing and in implementing its housing and community development programs in a manner to affirmatively further the purposes of the fair housing laws; and

**WHEREAS**, the basis for discrimination outlawed by the federal and state fair housing acts are race, color, sex, religion, national origin, handicap, age and familial status; and

**WHEREAS**, the City of Martinsville believes persons of similar levels should have available to them a like range of housing opportunities and will work to promote equality and freedom of choice; now therefore,

**BE IT RESOLVED** by the Martinsville City Council that, on this 22nd day of March 2016, in recognition of April as Fair Housing Month, it does hereby pledge to work with its citizens in pursuit of the shared goal and responsibility for providing equal housing opportunities for all persons.

\*\*\*\*\*

Attest:

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**Karen Roberts, Clerk of Council**

**March 22, 2016**

**Date Adopted**

**Meeting Date:** March 22, 2016  
**Item No:** 5.  
**Department:** Community Development

**Issue:** Consider setting a public hearing regarding a request from Gordon Metz for the abandonment of a section of Lester Lane and a remnant of a parcel acquired for the Liberty Street project.

**Summary:** The applicant desires the City to abandon an approximate 3,738 sf section of right of way of Lester Lane along with a 1,149 sf remnant of a parcel acquired by VDOT for the Liberty Street project. He proposes to combine this area of right-of-way with adjacent parcels which he owns (24, 25, 26, 27,27B), along with parcels owned jointly with a partner (27A, 13A). These combined parcels would be prepared for future commercial development.

This portion of Lester Lane is permanently blocked and no longer utilized for ingress or egress by motor vehicles due to Liberty Street road widening project. At present, fill dirt has been stockpiled on the parcels owned by the applicant, for the purpose of grading in anticipation of future development. In order to make the area in question a more viable site for development, this additional street area and parcel remnant, if abandoned, will be combined with existing property to create additional space and frontage.

After a duly advertised public hearing, Planning Commission voted unanimously (6-0) to approve the abandonment per staff recommendation.

**ATTACHMENTS:**

Letter from Planning Commission  
Photos  
Map

**STAFF RECOMMENDATION:** The City staff, after several meetings with the applicant, some adjacent property owners, local utility agencies, and the Planning Commission, feels the abandonment of this street and parcel remnant will be

beneficial. However, there are several requirements stipulated in this recommendation as follows:

- Work with Southwest Virginia Gas to help them access the gas line or relocate the line at the applicant's expense.
- Purchase from the City the adjacent triangular parcel of land containing 1,149 sq. ft. which has been quitclaimed to the City by VDOT as per covenants within the deed.
- Work with City Engineering on erosion and sediment issues and when finished, remove the excess dirt brought to the site and grade it to proper street level.
- The applicant will be responsible for payment to the City based on assessed value of the two properties and subject to the filing of an appropriate map with – and the approval by – the Zoning Administrator, showing the area declared vacated, abandoned, and combined with the appropriate adjoining parcels, to be duly recorded in the office of the Clerk of Martinsville City Circuit Court.

Therefore, with the abovementioned stipulations, staff recommends that the request to abandon the areas noted be approved.



March 14, 2016

Mayor Danny Turner  
City of Martinsville  
55 W Church Street  
Martinsville, VA 24112

Dear Mayor Turner,

On Thursday, November 12, 2015 at 2 PM in Council Chambers, the Planning Commission held a duly advertised Public Hearing to consider a request from Gordon R. Metz to abandon a portion of Lester Lane adjacent to 729 Lester Lane, being 30 foot wide and approximately 3,738 sq. ft. Mr. Metz desires the City abandon a section of Lester Lane, which encompasses approximately 3, 738 sq. ft. of public right-of-way. He proposes to combine this area of right-of-way with adjacent parcels which he owns (24, 25, 26, 27,27B), along with parcels owned jointly with a partner (27A, 13A). These combined parcels would be prepared for future commercial development.

The Planning Commission voted unanimously (6-0) to approve the abandonment. However, there are several requirements stipulated in this recommendation. They are as follows:

- The applicant must work with Southwest Virginia Gas to help them access the gas line or relocate the line at the applicant's expense.
- The applicant must work with City Engineering on erosion and sediment issues and when finished, remove the excess dirt brought to the site and grade it to proper street level.
- That the applicant obtains the City-owned residual triangular parcel of land in conjunction with the abandonment of Lester Lane, which would include the payment that would be responsible for returning to the Commonwealth of Virginia for the land.
- The applicant would be responsible for removing the excess dirt brought to the site and grade it to proper street level.
- The applicant would be responsible for payment to the City on half the assessed value and subject to the filing of an appropriate map with – and the approval by – the Zoning Administrator, showing the area declared vacated, abandoned, and combined with the appropriate adjoining parcels, to be duly recorded in the office of the Clerk of Martinsville City Circuit Court.

The Commission requests Council to schedule a public hearing to consider the abandonment of the parcels of land on the 700 block of Lester Lane.

Regards,

*Tim Martin/sm*

Tim Martin  
Chair, City of Martinsville Planning Commission







**Meeting Date:** March 22, 2016

**Item No:** 6.

**Department:** City Council

**Issue:** Conduct a public hearing concerning the intention of City Council to propose for passage an Ordinance authorizing the issuance of not to exceed \$10,000,000 principal amount of water and sewer revenue bonds of the City of Martinsville, Virginia related to the City's sewer interceptor project.

**Summary:** The City proposes to issue water and sewer revenue bonds for the purpose of assisting in the acquisition, construction, renovation, and equipping of sewer system repairs, replacements, and capital improvements, and for certain costs of issuance of the Bonds, all for municipal purposes not to exceed \$10,000,000 in principal amount. Persons may appear and present their views at this hearing.

**Attachments:** The text of the Ordinance is included as an attachment in the agenda item following this item.

**Recommendations:** Conduct public hearing and accept comments or answer questions, as needed.

**Meeting Date:** March 22, 2016

**Item No:** 7.

**Department:** Finance

**Issue:** Consider approval on second reading of an ordinance authorizing the issuance of up to \$10,000,000 principal amount of water and sewer revenue bonds of the City of Martinsville, Virginia and providing for the form, details, and payment thereof, related to the City's sewer interceptor project.

**Summary:** The City proposes to issue water and sewer revenue bonds for the purpose of assisting in the acquisition, construction, renovation, and equipping of sewer system repairs, replacements, and capital improvements, and for certain costs of issuance of the Bonds, all for municipal purposes not to exceed \$10,000,000 in principal amount. Approval of this ordinance is required as an element of financing the project.

**Attachments:** Copy of ordinance

**Recommendations:** Motion to approve the ordinance on second reading with roll call vote.

**CITY OF MARTINSVILLE, VIRGINIA**

**AN ORDINANCE AUTHORIZING THE ISSUANCE OF UP TO \$10,000,000  
PRINCIPAL AMOUNT OF WATER AND SEWER REVENUE BONDS OF THE CITY  
OF MARTINSVILLE, VIRGINIA AND PROVIDING FOR THE FORM, DETAILS AND  
PAYMENT THEREOF**

**Adopted on March 22, 2016 (second reading)**

Be it Ordained by the Council of the City of Martinsville, Virginia:

**Section 1     Definitions**

Unless the context shall clearly indicate some other meaning, the following words and terms shall for all purposes of the Ordinance and of any certificate, resolution or other instrument amendatory thereof or supplemental thereto for all purposes of any opinion or instrument or other documents therein or herein mentioned, have the following meanings:

**“Act”** shall mean the Public Finance Act, Chapter 26, Title 15.2 of the Code of Virginia of 1950, as amended.

**“Bond” or “Bonds”** shall mean the City’s Water and Sewer Revenue Bond, Series 2016, in the aggregate principal amount of up to \$10,000,000, authorized to be issued hereunder.

**“Bond Counsel”** shall mean Sands Anderson PC or another attorney or firm of attorneys nationally recognized on the subject of municipal bonds selected by the City.

**“City”** shall mean the City of Martinsville, Virginia.

**“City Charter”** shall mean the City Charter of the City of Martinsville, Virginia, as amended.

**“Clerk”** shall mean the Clerk of the Council or the Deputy Clerk of the Council.

**“Commonwealth”** shall mean the Commonwealth of Virginia.

**“Council”** shall mean the City Council of the City of Martinsville.

**“Financing Agreement”** shall mean the Financing Agreement between VRA and the City related to issuance of the Bond for the financing of the Project.

**“Fund”** shall mean the Virginia Water Facilities Revolving Fund.

**“Mayor”** shall mean the Mayor or Vice Mayor of the City.

**“Paying Agent”** shall mean the City Treasurer acting as Paying Agent for the Bond hereunder or the successors or assigns serving as such hereunder.

**“Project”** shall mean specifically the acquisition, construction, renovation and equipping of sewer system repairs, replacements, and capital improvements, all for the City’s municipal purposes.

“**Registrar**” shall mean the Paying Agent, or the successors or assigns serving as such hereunder.

“**System**” shall mean the City’s water and sewer system.

“**VRA**” shall mean the Virginia Resources Authority, as administrator of the Fund.

## **Section 2      Findings and Determinations**

The Council hereby finds and determines that (i) the City is authorized to acquire, construct, operate and maintain water and sewer systems in the City (**together, the “System”**), which System is a revenue producing undertaking of the City (ii) the City is in need of funds to be used for the purposes of financing capital improvements, specifically the acquisition, construction, renovation and equipping of the Project, including payment of costs of issuance of the Bond; (iii) the obtaining of such funds will be for municipal purposes of the City, for the welfare of citizens of the City for purposes which will serve the City and its citizens pursuant to the authority of the City to provide funds for and otherwise support the activities of the City and the City’s municipal purposes; (iv) the most effective, efficient and expedient manner in which to provide such funds to the City is through the issuance of a water and sewer revenue bond, Series 2016, in an aggregate original principal amount not to exceed \$10,000,000 to be issued by the City as further described herein to be sold to VRA as administrator of the Fund, which has offered to purchase the same on certain terms and conditions pursuant to a commitment letter dated as of February 18, 2016 and the Financing Agreement (as defined herein); (v) the issuance of the Bond is within the power of the City to contract debts, borrow money and make and issue evidence of indebtedness; (vi) the Project constitutes a water or waste system within the meaning of Title 15.2, Chapter 51, Section 15.2-5101, of the Code of Virginia, 1950, as amended (**the “Virginia Code”**) and a wastewater treatment (including sewage and wastewater collection) facility within the meaning of the term “Project” as defined in Section 62.1-224 of the Virginia Code, (vii) the Council desires to issue the Bonds under the provisions of the Act and the City Charter, and a duly advertised and conducted public hearing has been held with respect to the Bonds on March 22, 2016 and, (viii) the issuance of the Bond is in the best interests of the City and its citizens. The maximum length of time that the Bond will be outstanding is thirty years from the date of issuance of the Bond. The Council further hereby finds and determines that the probable useful life of the Project financed by the Bond is thirty years and that the Bond is payable and shall mature within the probable useful life of the Project.

## **Section 3      Authorization, Form and Details of the Bond**

The Project, which shall constitute a part of the System, is hereby approved and the City is authorized to issue not more than \$10,000,000 principal amount of water and sewer revenue bonds, Series 2016 (**the “Bonds”**) pursuant to the City Charter and under the Act. The Bonds shall mature no later than thirty (30) years from the date of their issuance and the Bonds shall not

bear interest. The Bonds shall be issued in fully registered form, shall mature or be subject to mandatory sinking fund redemption on such dates and in such amounts as the City Manager or Assistant City Manager may approve and shall be subject to such optional and other redemption provisions as the City Manager or Assistant City Manager may approve. The proceeds from the sale of the Bonds shall be used to finance the Project.

The Bonds shall be issued to VRA, as administrator of the Fund, pursuant to the terms, conditions and provisions of this Ordinance and the Financing Agreement and upon such other terms as may be determined in the manner set forth in this Ordinance. The issuance and sale of the Bonds in one or more series from time to time in accordance with this Ordinance is authorized. The Bonds shall be in substantially the form herein, with such appropriate variations, omissions and insertions as are permitted or required by this Ordinance and by the VRA.

The Bonds shall be executed, for and on behalf of the City, by the Mayor or the Vice-Mayor of the City, either of whom may act, and shall have the corporate seal of the City impressed thereon, attested by the Clerk or Deputy Clerk of the City. The manner of execution and affixation of the seal may be by facsimile, provided, however that if the signatures of the Mayor or Vice Mayor are by facsimile, the Bonds shall not be valid until signed by the manual signature of the Clerk or Deputy Clerk. The Bonds shall be in substantially the form herein, with such variations, insertions or deletions as may be approved by the officer executing the Bonds on the City's behalf. The City Treasurer is hereby appointed as the Registrar for the Bonds.

**“FORM OF BOND”**

**ISSUE DATE:** \_\_\_\_\_, 2016

**UNITED STATES OF AMERICA  
COMMONWEALTH OF VIRGINIA**

**\$10,000,000**

**Water and Sewer Revenue Bond, Series 2016**

THE CITY OF MARTINSVILLE (the **“Borrower”**), a public body politic and corporate of the Commonwealth of Virginia, acknowledges itself indebted and for value received, hereby promises to pay, solely from the revenues and other property hereinafter described and pledged to the payment of this Bond, to the order of Virginia Resources Authority (**VRA**), as Administrator of the Virginia Water Facilities Revolving Fund (the **“Fund”**), Richmond, Virginia, or registered assigns or legal representatives, the sum equal to the amount of principal advances made hereunder but not to exceed Ten Million and 00/100 Dollars (\$10,000,000.00), with interest on the disbursed and unpaid principal balance from the date of each disbursement until payment of the entire principal sum. This Bond shall not bear interest.

Commencing on \_\_\_\_\_, 20\_\_, and continuing semi-annually thereafter on \_\_\_\_\_ 1 and \_\_\_\_\_ 1 in each year, principal due under this Bond shall be due and payable in equal installments of \$178,571.43, with a final installment of \$178,571.35 due and payable on \_\_\_\_\_, 20\_\_, when, if not sooner paid, all amounts due hereunder shall be due and payable in full provided however, that if principal advances up to the maximum authorized amount are not made, the principal amount due on this Bond shall not include such undisbursed amount. However, unless the Borrower and VRA agree otherwise in writing, until all amounts due hereunder shall have been paid in full, less than the full disbursement of the maximum authorized amount hereunder shall not postpone the due date of any semi-annual installment due hereon, or change the amount of such installment.

In addition, if any installment of principal is not received by the holder of this Bond within ten (10) days from its due date, the Borrower shall pay into the Fund, a late payment charge in an amount equal to five percent (5.0%) of such overdue installment. Principal is payable in lawful money of the United States.

No notation is required to be made on this Bond of the payment of any principal on normal installment dates. HENCE, THE FACE AMOUNT OF THIS BOND MAY EXCEED THE PRINCIPAL SUM REMAINING OUTSTANDING.

**THIS BOND IS A LIMITED OBLIGATION OF THE BORROWER AND IS PAYABLE SOLELY FROM CERTAIN REVENUES TO BE DERIVED FROM THE OWNERSHIP OR OPERATION OF THE BORROWER'S WATER AND WASTEWATER SYSTEM AS THE SAME MAY FROM TIME TO TIME EXIST, WHICH REVENUES HAVE BEEN PLEDGED PURSUANT TO THE FINANCING AGREEMENT (HEREINAFTER DEFINED) TO SECURE THE PAYMENT THEREOF. NEITHER THE COMMONWEALTH OF VIRGINIA NOR ANY POLITICAL SUBDIVISION THEREOF, INCLUDING THE BORROWER, SHALL BE OBLIGATED TO PAY THE PRINCIPAL OF THIS BOND OR OTHER COSTS INCIDENT THERETO EXCEPT FROM THE REVENUES PLEDGED THEREFOR, AND NEITHER THE FAITH AND CREDIT NOR THE TAXING POWER OF THE COMMONWEALTH OF VIRGINIA OR ANY POLITICAL SUBDIVISION THEREOF, INCLUDING THE BORROWER, IS PLEDGED TO THE PAYMENT OF PRINCIPAL OF THIS BOND OR OTHER COSTS INCIDENT THERETO.**

This Bond is issued pursuant to the terms of the Financing Agreement between the Borrower and VRA dated as of March 1, 2016 (the "Financing Agreement") to evidence a loan by VRA to the Borrower to finance the Project Costs (as defined in the Financing Agreement). The obligations of the Borrower under this Bond and the Financing Agreement shall terminate when all amounts due and to become due pursuant to this Bond and Financing Agreement have been paid in full. Reference is hereby made to the Financing Agreement and any amendments thereto for the definitions and provisions, among others, describing the pledge and covenants

securing this Bond, the nature and extent of the security, the terms and conditions upon which this Bond is issued, and the rights and obligations of the Borrower and the holders of this Bond.

The pledge of Revenues, as defined in the Financing Agreement, toward payment of the Bond in accordance with the terms of the Financing Agreement shall be on parity with the pledge of Revenues securing the Existing Parity Bonds, if any, as defined in the Financing Agreement and set forth on Exhibit F thereto. The Borrower may incur additional indebtedness secured by a pledge of the Revenues pursuant to the terms of the Financing Agreement.

Transfer of this Bond may be registered upon the registration books of the Bond Registrar. Prior to due presentment for registration of transfer, the Bond Registrar shall treat the registered owner as the person exclusively entitled to payment of principal and the exercise of all other rights and powers of the owner.

This Bond is subject to optional prepayment to the extent and on the terms set forth in the Financing Agreement.

If an Event of Default (as defined in the Financing Agreement) occurs, the principal of this Bond may be declared immediately due and payable by the holder by written notice to the Borrower.

Notwithstanding anything in this Bond to the contrary, in addition to the payments of the principal provided by this Bond, the Borrower shall also pay such additional amounts, if any, which may be necessary to provide for payment in full of all amounts due under the Financing Agreement.

All acts, conditions and things required by the Constitution and statutes of the Commonwealth of Virginia to happen, exist or be performed precedent to and in the issuance of this Bond have happened, exist and have been performed.

IN WITNESS WHEREOF, the Borrower has caused this Bond to be signed by its Mayor or Vice-Mayor, to be attested by the Clerk of the City Council, its seal to be affixed hereto and to be dated as of \_\_\_\_\_, 2016.

CITY OF MARTINSVILLE, VIRGINIA

SEAL

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: Mayor

ATTEST:

\_\_\_\_\_

Clerk of the City Council

**ASSIGNMENT**

FOR VALUE RECEIVED the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_ whose address for registration purposes is \_\_\_\_\_  
\_\_\_\_\_ the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints \_\_\_\_\_ to transfer the within Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Tax I.D. No.  
Transferee: \_\_\_\_\_

Signature Guaranteed

\_\_\_\_\_

\_\_\_\_\_  
(NOTE: the signature above must correspond with the name of the Registered Owner as it appears on the front of this Bond in every particular, without alteration or enlargement or any change whatsoever.)

## **SCHEDULE OF PRINCIPAL ADVANCES**

The amount and date of principal advances not to exceed the face amount hereof shall be entered hereon by an authorized representative of the Virginia Resources Authority, as Administrator of the Fund, when the proceeds of each such advance are delivered to the Borrower.

<u>Amount</u>	<u>Date</u>	<u>Authorized Signatures</u>
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If any Bond has been mutilated, lost, stolen, or destroyed, the City shall execute and deliver a new Bond of like date and tenor in exchange and substitution for, and upon delivery to the Registrar and cancellation of, such mutilated Bond, or in lieu of and in substitution for such lost, stolen, or destroyed Bond; provided, however, that the City shall execute, authenticate, and deliver a new Bond only if its registered owner has paid the reasonable expenses and charges of the City in connection therewith and, in the case of a lost, stolen, or destroyed Bond (i) has filed with the Registrar evidence satisfactory to him or her that such Bond was lost, stolen, or destroyed and that the holder of the Bond was its registered owner and (ii) has furnished to the City indemnity satisfactory to the Registrar. If the Bond has matured, instead of issuing a new Bond, the City may pay the Bond without surrender upon receipt of the aforesaid evidence and indemnity.

### **Section 4     Pledge of Water and Sewer Revenues**

The Bond shall be a limited obligation of the City and, except to the extent payable from the proceeds of the sale of the Bond or the income, if any, derived from the investment thereof, is payable exclusively from the Revenues (as defined in the Financing Agreement) of the City's System which the City hereby pledges to the payment of the Bond pursuant to the terms of the Financing Agreement. The pledge of the Revenues securing the Bond shall be on parity with any Parity Bonds (as defined in the Financing Agreement) secured by such Revenues.

**Section 5      Application of Proceeds; Sale of Bond**

Proceeds derived from the sale of the Bond together with other monies available therefor shall be used to pay the costs of issuance and for the purposes specified in Section 2 of this Ordinance and otherwise used in accordance with the provisions of this Ordinance or an opinion of Bond Counsel.

**Section 6      Further Actions Authorized; Approval of Documents**

The Financing Agreement will be in substantially the form presented to and filed with the minutes of the meeting of this City Council at which this Ordinance is being adopted. The form of the Financing Agreement and the terms, conditions and provisions thereof are hereby approved by this City Council, and the Mayor, or City Manager, any of whom may act, are hereby authorized and directed to execute and deliver to the VRA the Financing Agreement in substantially such form, with such changes and amendments as the officer executing the same shall approve or as shall be necessary to satisfy VRA requirements, such approval to be conclusively evidenced by his execution and delivery thereof.

The Mayor, City Manager, City Finance Director, City Treasurer, City Clerk, bond counsel for the City and all other appropriate officers and employees of the City shall take all actions and execute all certificates and documents as shall be necessary to carry out the provisions of this Ordinance.

All other actions of City officials in conformity with the purposes and intent of this Ordinance and in furtherance of the issuance and sale of the Bonds as authorized herein are ratified, approved and confirmed. City officials are authorized and directed to execute and deliver all certificates and other instruments considered necessary or desirable in connection with the issuance, sale and delivery of the Bonds pursuant to this Ordinance and the Financing Agreement and to do all acts and things necessary or convenient to carry out the terms and provisions of such documents.

All ordinances, resolutions and proceedings in conflict herewith are, to the extent of such conflict, repealed. This Ordinance shall constitute the “Local Resolution” as such term is defined in Section 1.1 of the Financing Agreement.

**Section 7      Invalidity of Sections**

If any section, paragraph, clause or provision of this Ordinance shall be held invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining portions of this Ordinance.

**Section 8      Headings of Sections, Table of Contents**

The headings of the sections of this Ordinance and the Table of Contents appended hereto or to copies hereof shall be solely for convenience of reference and shall not affect the meaning, construction, interpretation or effect of such sections of this Ordinance.

**Section 9      Effectiveness and Filing of Ordinance**

This Ordinance was presented to the Council and a public hearing concerning this Ordinance was held in accordance with applicable law by the Council at its meeting on March 23, 2016. The Council hereby declares that this Ordinance shall become effective upon its passage as provided for in the Act and pursuant to Section 3 of Chapter 3 of the City Charter. A certified copy of this Ordinance shall be filed by the Clerk with the Clerk of the Circuit Court of the City of Martinsville, Virginia. The filing of this Ordinance with the Clerk of the Circuit Court of the City of Martinsville, Virginia shall be deemed to be the filing of an initial resolution or ordinance with such Court for all purposes of the Act.

The Members of the Council voted as follows:

Ayes

Nays

Absent

Abstentions

Adopted this 22nd day of March, 2016.

The undersigned Clerk of the City Council of the City of Martinsville, Virginia hereby certifies that the foregoing constitutes a true and correct extract from the minutes of a meeting of the City Council held on March 22, 2016, and of the whole thereof so far as applicable to the matters referred to in such extract. I hereby further certify that such meeting was a regularly called meeting and that, during the consideration of the foregoing ordinance, a quorum was present.

Dated this \_\_\_ day of March, 2016.

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Clerk, City Council of  
City of Martinsville, Virginia

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**Date:** March 22, 2016

**Item No:** 8.

**Department:** City Manager

**Issue:** Consider a request by the Virginia Municipal League to submit nominations for membership on the VML 2016 Policy Committees.

**Summary:** Annually, City Council submits nominations for membership to the six VML policy committees. The committees typically meet at least once during the summer (and other times as may be needed) for the purpose of developing broad policy statements, in addition to submitting specific legislative recommendations for consideration by the Legislative Committee.

The 2015 Policy Committee City members were as follows:

Community & Economic Development – Sharon Brooks Hodge  
Environmental Quality- Jennifer Bowles  
Finance – Leon Towarnicki  
General Laws – Gene Teague  
Human Development & Education –Mark Stroud  
Transportation- Eric Monday

**Attachments:** Information from VML

**Recommendations:** Motion to nominate members to VML for the 2016 Policy Committees



**OFFICERS**

**PRESIDENT**

RON RORDAM  
BLACKSBURG MAYOR

**PRESIDENT-ELECT**

ROBERT K. COINER  
GORDONSVILLE MAYOR

**VICE PRESIDENT**

KATIE SHELDON HAMMLER  
LEESBURG COUNCIL MEMBER

**IMMEDIATE PAST PRESIDENT**

WILLIAM D. EUILLE  
ALEXANDRIA MAYOR

**EXECUTIVE DIRECTOR**

KIMBERLY A. WINN

**MAGAZINE**

VIRGINIA TOWN & CITY

March 15, 2016

To: Key Officials of Full Member Local Governments  
Council and Board Clerks of Full Member Local Governments

From: Kim Winn, Executive Director

Subject: 2016 VML Policy Committee Nominations

The Virginia Municipal League is now accepting nominations for its 2016 policy committees. Accompanying this document is a description of the policy committee process, along with a nomination form. Please complete the nominations form and return it to VML by April 15. If your community has an election in May, please return this form by the requested date even if you must revise it later.

Please observe the following guidelines when making your policy nominations:

- Only full-member local governments may participate.
- You may nominate two individuals to a committee; if two are nominated, at least one nominee must be a governing body member.
- Only governing body members and appointed officials (i.e., employees of the local government) are eligible to serve.
- Individuals may serve on only one committee a year.
- The chief administrative officer or mayor/board chairman must sign the nomination form.
- Please return nomination forms by April 15.

We will forward information about policy committee meeting times and location as soon as they are confirmed. Policy committee recommendations that emerge from the July meeting will be forwarded to the Legislative Committee for consideration at its September meeting.

Please call/email Janet Areson (804/523-8522, [jareson@vml.org](mailto:jareson@vml.org)) if you have any questions about the appointment process.

Attachments

P.O. BOX 12164  
RICHMOND, VIRGINIA 23241

13 EAST FRANKLIN STREET  
RICHMOND, VIRGINIA 23219

804/649-8471  
FAX 804/343-3758  
[e-mail@vml.org](mailto:e-mail@vml.org)  
[www.vml.org](http://www.vml.org)

## VML 2016 Policy Committee Nominations

Please return this form by **April 15** to Joni Terry at VML, P.O. Box 12164, Richmond, VA 23241; Fax 804/343-3758; email: [jterry@vml.org](mailto:jterry@vml.org)

### ***Community & Economic Development***

Name & Title: \_\_\_\_\_

Name & Title: \_\_\_\_\_

### ***Environmental Quality***

Name & Title: \_\_\_\_\_

Name & Title: \_\_\_\_\_

### ***Finance***

Name & Title: \_\_\_\_\_

Name & Title: \_\_\_\_\_

### ***General Laws***

Name & Title: \_\_\_\_\_

Name & Title: \_\_\_\_\_

### ***Human Development & Education***

Name & Title: \_\_\_\_\_

Name & Title: \_\_\_\_\_

### ***Transportation***

Name & Title: \_\_\_\_\_

Name & Title: \_\_\_\_\_

**Signed:** \_\_\_\_\_ **Locality:** \_\_\_\_\_  
(Mayor/Chair, or Manager/Administrator)

## VML's Legislative and Policy Committee Process

Each year the Virginia Municipal League develops two separate documents -- a legislative program and a compilation of policy statements -- through a process that involves the Legislative Committee and six separate policy committees. The Legislative Committee is responsible for developing the legislative program, but it may also rely on input from the policy committees to do so. The policy committees develop broad policy statements, in addition to submitting specific legislative recommendations for consideration by the Legislative Committee.

### Legislative Committee

---

#### **What is the role of the Legislative Committee?**

The Legislative Committee is responsible for considering and developing positions on existing or proposed state and federal legislation or regulations, and urging the enactment or amendment of, or opposition to, such legislation or regulations.

#### **How is the Legislative Committee appointed?**

VML's Constitution spells out the composition of the Legislative Committee. The committee consists of 24 individuals holding local elective or appointed positions, all appointed by VML's President. Of the 24 members, 12 must be representatives of cities and urban counties with populations in excess of 35,000, six must be representatives of cities and urban counties with populations of 35,000 or less, and six must represent towns.

#### **What is included in VML's Legislative Program?**

The legislative program adopted by the Legislative Committee reflects specific legislative objectives that VML hopes to achieve during the upcoming legislative session. It is subject to the approval of VML's membership at the annual conference.

#### **What is the relationship between the legislative committee and VML's policy committees?**

The Legislative Committee meets prior to the policy committees to identify issues that it would like the committees to consider for potential inclusion in the league's legislative program. It meets again after the policy committees have met to consider their recommendations.

### Policy Committees

---

#### **What is the role of the policy committees?**

Policy committees receive briefings on select statewide issues, consider possible changes to the policy statement, and develop legislative recommendations for the Legislative Committee to consider.

#### **How are policy committees appointed?**

Policy committee membership consists of elected and appointed officials of full-member local governments. Nomination information is sent in the spring to each locality, and each local government determines which of its officials will be nominated for each of the six policy committees. Each local government may nominate up to two people per policy committee, at least one of whom must be an elected official.

### **What are the benefits of serving on a policy committee?**

VML policy committees offer members an opportunity to learn about current and emerging statewide issues that affect local governments, to develop through policy statements the broad philosophical framework that guides the league, and to network with local officials with similar policy interests.

### **How many policy committees are there?**

There are six policy committees: community and economic development, environmental quality, finance, general laws, human development and education, and transportation.

### **What issues does each policy committee cover?**

- **Community & Economic Development:** Authority, administration, and funding of local governments to manage a full range of community and economic development issues, including business development and retention, international competitiveness, infrastructure development and investment, planning, land use and zoning, blight, enterprise zones, housing, workforce development and historic preservation.
- **Environmental Quality:** Natural resources and the authority of local governments to manage the environment, including water resources and quality, solid and hazardous waste management, air quality and the Chesapeake Bay.
- **Finance:** Powers, organization and administration of local government financing, including taxing authority, debt financing, state aid to local governments and federal policies affecting local finance issues.
- **General Laws:** Powers, duties, responsibilities, organization and administration of local governments, including state-local and inter-local relations, conflicts-of-interest, freedom-of-information, information management and personnel, telecommunications, utilities and law enforcement, jails and courts issues.
- **Human Development and Education:** Management and funding of social services, prek-12 education, health, behavioral health, juvenile justice, recreation, rehabilitation and aging.
- **Transportation:** Development, maintenance, and funding of a comprehensive land, sea and air transportation system for the Commonwealth, and federal, state and local roles in the provision and regulation of transportation.

### **What is a policy statement?**

Each policy committee develops a policy statement that covers issues in its respective area. The policy statement expresses the agreement of VML's membership on matters of interest to local governments. The statement generally addresses broad, long-term, philosophical positions. The VML membership approves the policy statements at its annual meeting.

### **How do policy statements differ from VML's legislative program?**

Policy statements are general in nature. They reflect local governments' positions on a range of issues. The Legislative Program is more specific and immediate. It is limited to legislative positions that VML expects to lobby on during the upcoming legislative session.

**Date:** March 22, 2016

**Item No:** 9.

**Department:** City Manager

**Issue:** Hear information regarding GO Virginia and the designation of regional councils across the state.

**Summary:** The Virginia Initiative for Growth and Opportunity in Each Region (GO Virginia) was initiated by the Virginia Business Higher Education Council (VBHEC) and the Council on Virginia's Future to foster private-sector growth and job creation through state incentives for regional collaboration by business, education, and government. Recognizing the harsh effect of deep federal budget cuts on a Virginia economy that is overly dependent on public-sector jobs, business leaders formed the GO Virginia campaign to work for regional cooperation on private-sector growth, job creation, and career readiness.

The coalition favors state incentives to encourage effective collaboration among business, education, and government in each region, providing a framework for implementation of the private sector-focused strategies of leading business organizations and political leaders. The GO Virginia coalition is waging a statewide grassroots campaign to mobilize business and community leaders, partners in education and government, and interested citizens to work for state policies that will help secure a future of expanding opportunity for all Virginians.

An important element of GO Virginia is the formation of 8 to 10 regional councils across the state, ideally grouped along similarities in transportation, economy, demographics, and other key regional interests. At the WPPDC Board meeting on February 25, the Board discussed the alignment of localities within the West Piedmont Planning District with possible options related to regional council formation. The matter was placed on Council's agenda for March 8, and again on the agenda for March 22<sup>nd</sup>, should Council desire to continue the discussion.

**Attachments:** None

**Recommendations:** No action required although it would be appropriate for Council to communicate to WPPDC its preferred regional council alignment.



## City Council Agenda Summary

**Meeting Date:** March 22, 2016  
**Item No:** 10.  
**Department:** Finance  
**Issue:** Appropriation Approvals

**Summary:**

The attachment amends the FY16 Budget with appropriations in the following funds:

<u>General:</u>	\$	48,872 – Recovered Costs; Asset Forfeiture Funds;
Project Funds		
<u>Telecommunications:</u>	\$	22,072 – Recovered Costs

**Attachments:**  
Consent Agenda 3-22-16

**Recommendations:** Approve

**BUDGET ADDITIONS FOR 03/22/16**

<b>ORG</b>	<b>OBJECT</b>	<b>DESCRIPTION</b>	<b>DEBIT</b>	<b>CREDIT</b>
<b><u>FY16</u></b>				
<b><u>General Fund:</u></b>				
01100909	490137	Recovered Costs - Public Safety		4,620
01331108	501207	Sheriff Corrections - Overtime-Maplewood	4,292	
01331108	502100	Sheriff Corrections - Social Security	266	
01331108	502110	Sheriff Corrections - Medicare	62	
		Recovery of Off-duty Coverage Law Enforcement		
01100909	490104	Advance/Recovered Costs		1,846
01331108	501300	Sheriff/Corrections - Part-time & Temporary Wages	1,380	
01331108	502100	Sheriff/Corrections - Social Security	86	
01331108	502110	Sheriff/Corrections - Medicare	20	
01331108	506008	Sheriff/Corrections - Vehicle Equipment & Maint.	276	
01331110	506200	Sheriff/Annex - Prisoner Allowance	84	
		Reimbursement from Henry County for litter pickup-February		
01102926	436401	Categorical Federal - Federal Confiscated Assets		11,196
01311085	506079	Police Department - Federal Asset Forfeitures	11,196	
		Federal Asset Forfeiture funds		
01101917	442811	Categorical Other State - VDOT Crosswalk Project		30,160
01413151	508220	Thorofare - Physical Plant Expansion	30,160	
		Crosswalk Project funding		
01101917	442402	Categorical Other State - Confiscated Assets - C Atty		270
01221082	506105	Comm Atty - Conf Assets State	270	
01101917	442401	Categorical Other State - Confiscated Assets - Police		780
01311085	506078	Police Dept - Conf Assets State	780	
		State Asset Forfeiture Proceeds		
<b>Total General Fund:</b>			<b>48,872</b>	<b>48,872</b>
<b><u>Telecommunications Fund:</u></b>				
111100909	490104	Advance/Recovered Costs		22,072
11315308	505233	Telecom-Outside Customers	22,072	
		Customer Reimbursements		
<b>Total Telecommunications Fund:</b>			<b>22,072</b>	<b>22,072</b>