

AGENDA--CITY COUNCIL -- CITY OF MARTINSVILLE, VIRGINIA
Council Chambers – Municipal Building
7:30 pm Regular Session
Tuesday, November 22, 2016

7:30—Regular Session

Invocation & Pledge to the American Flag - Council Member Stroud

1. Consider approval of minutes from October 24, 2016 Neighborhood Meeting and October 25, 2016 Council Meeting. (2 mins)
2. Recognize City Employees who are eligible for Service Awards – October 1 through December 31, 2016 (10 mins)
3. Recognize Army Veteran John R. Redd as recipient of the 2016 Henry County-Martinsville Outstanding Military Veteran, and Marine Corp Veteran Malon I. Shelton as Veteran of the Year (10 mins)
4. Consider setting a Public Hearing for the December 13, 2016 Council meeting for the 2016 update of the City of Martinsville’s Solid Waste Management Plan (10 mins)
5. Hear an update from New College Institute Associate Director and Chief Academic Officer Dr. Leanna Blevins (20 mins)
6. Consider discussion of the City’s 2017 Legislative Agenda (10 mins)
7. Consider amending the Northside CDBG Contract (10 mins)
8. Consider approval of consent agenda (2 mins)
9. Comments by members of City Council. (5 minutes)
10. Comments by City Manager. (5 minutes)

11. 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: November 22, 2016

Item No: 1.

Department: Clerk of Council

Issue: Consider approval of minutes from October 24, 2016 Neighborhood Meeting and October 25, 2016 Council Meeting.

Summary: None

Attachments: October 24, 2016 Neighborhood Meeting
October 25, 2016 Council Meeting minutes

Recommendations: Motion to approve minutes as presented.

October 24, 2016

Martinsville City Council toured the Westside area on October 24, 2016 beginning at 5:00pm. Those present for the tour were Council Member Teague, Mayor Turner, Council Member Stroud and Council Member Hodge. Vice Mayor Bowles was not in attendance. Staff present included City Manager Leon Towarnicki, Property Maintenance/Deputy Fire Marshall Andy Powers, Property Maintenance Inspector Mark Price, Officer Coretha Gravely and Assistant City Manager Wayne Knox. Ben Williams of the Martinsville Bulletin was also present for the tour. The tour traveled to a home on Sellers Street, to Memorial Boulevard where residents had issues on tire storage, to Fayette Street and onto Maple Wood Apartments. The tour also visited Pine Hall Road to address issues, Katherine Street to view a home that was being repaired, Swanson Street with discussion on a playground, Jackson Street, Peter Street where parking was an issue and then returned to the municipal building around 6:00pm

The Westside Neighborhood Meeting was held at Albert Harris Elementary School, 710 Smith Road, Martinsville, VA beginning at 7:30 PM, with Mayor Danny Turner presiding and Council Members present including: Council Member Teague, Vice Mayor Bowles, Council Member Stroud and Council Member Hodge. Vice Mayor Bowles was not in attendance. Staff present: City Manager Leon Towarnicki, Clerk of Council Karen Roberts, Assistant City Manager Wayne Knox, Police Sean Dunn, Officer Coretha Gravely, Inspector Andy Powers, and Inspector Mark Price.

Mayor Turner called the meeting to order.

Andy Powers summarized the property maintenance complaints and resolutions and then described locations visited by the neighborhood tour. Council Member Hodge asked if all complaints would be followed up on. Powers said all complaints, legitimate or otherwise are logged online for the property owner to check status. Council Member Stroud asked about the breakdown of complaints. Powers said most complaints were grass maintenance issues. He said the City code includes details of the property maintenance code. Resident complained about bulk trash not being picked up; City Manager Towarnicki explained that the bulk at that location was generated by the landlord. According to the City policy, the clean up when the landlord evicts tenants would be the property owner's responsibility.

Shirley Frazier, 1310 Cardinal Lane asked that a vacant home on Cardinal Lane be inspected. She said the door stays open and no one lives there, grass is not maintained and it looks bad on the other neighborhood properties. Officer Gravely said she has inquired about this home previously but it continues to be an eye sore. Ms Frazier also expressed concern about the new street lights. She says the lights are brighter but they do not light up all areas. She says saving money should not be as important as the safety of the residents. Frazier also stated that her utility bill increased \$190 in one month. Hodges asked if she had contacted the Electric Department about doing a usage audit of the home. Frazier said they checked the

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meter and told her the reading was correct. Council Member Teague asked her to contact the Electric Department and request an audit of the home and usage. City Manager Towarnicki explained the process that the Electric Department will go through when unusually high utility bills are reported.

Margaret Via, 203 Massey Street stated that her light bill was \$164 in September, in October it increased to over \$350. She called to have the Electric Department look into it but she has not heard back yet. Mayor Turner asked City Manager Towarnicki if it is possible that the old meters could have been reading wrong and the newly installed meters could be correct with higher readings. Towarnicki said that is a possibility, old water meters will read slower as the water meter ages. Hodges asked Towarnicki to do an analysis of the bills to see if the new meters could be the issue. Kathy Lawson said her utility bill also increased but she does not know if her meter has been replaced yet. Natalie Law, 1212 Roundabout Road said that her recent utility bill was over \$400. Turner said a study could be done to see if the electricity paid for by the City also went up. Towarnicki said it would be looked into and thanked those residents for reporting the issue.

Rev. Richardson asked if there is a written policy on absentee property owners maintaining vacant properties. He said here is a home on Peters Street near his church that is not being maintained. Andy Powers explained that when a complaint is received on a property, the property would typically be inspected by the next day. With the first notice, the owner is given a week to complete the maintenance. Grass can only be 10 inches high which is approximately 2 weeks growth. With the property maintenance timeline, the property owner might get away with only mowing the property once every three weeks. Powers stated that it is a \$225 minimum charge for the City to mow private property. Richardson says all homes on the side of the street opposite of the church are vacant but most are well maintained. Teague explained there is one property maintenance code which applies to residents and landlords. Hodge said it seems more like an enforcement problem and not a policy problem. Richardson also explained his church hosts a convocation event once a year. This year there were people working on the street during the entire week and causing traffic issues in that area. He asked if he would need to put something in writing to remind Public Works not to work on the streets in the area during that time.

Louise Niblett of Second Street expressed concern regarding the area behind her home that is overgrown; she also stated that her neighbor does not maintain their property causing roaches to come into her yard. Towarnicki said it would be looked into and the City would contact her.

Ms. Law also expressed concerned about a house on Fayette Street beside Divine Faith Holiness Church that is not being maintained.

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Mayor Turner commended Mr. Harris who was in attendance and who taught him in school. He also announced that the next Council meeting would be rescheduled due to Election Day.

Deloris Joyce, Yorkshire Road says she has complained about her neighbor not maintaining their property. Upgrades have been made but she suggests that they look at property on Wray Street also that is in worse condition.

Officer Gravely thanked everyone for attending.

Council member Hodge thanked residents for attending and stated she understood how uncomfortable it could be to express concerns.

Hodge and Towarnicki explained that the Neighborhood meetings are scheduled and announced at regular Council meetings months in advance and advertised on MGTV and on the City website and Facebook page. Hodges asked if notices could be sent to area churches. Towarnicki said we could look at churches in the area of the next meeting and establish communication the week before that meeting.

Willamena Harris, 1010 D Street thanked the City for cleaning up the voting district and said they did a great job.

Council Member Hodge made motion to adjourn the meeting; Council Member Teague seconded the motion with all Council Members in favor. The meeting adjourned at 8:26 pm.

Karen Roberts
Clerk of Council

Danny Turner
Mayor

October 25, 2016

The regular meeting of the Council of the City of Martinsville, Virginia was held on October 25, 2016, in Council Chambers, Municipal Building, at 7:30 PM 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, City Attorney Eric Monday, Clerk of Council Karen Roberts, Finance Director Linda Conover, and Police Chief Sean Dunn.

Mayor Turner called the meeting to order and advised Council would go into Closed Session beginning at 7:00 PM. In accordance with Section 2.1-344 (A) of the Code of Virginia (1950, and as amended) and upon a motion by Council Member Stroud, seconded by Council Member Hodge, with the following 5-0 recorded vote: Vice Mayor Bowles, aye; Council Member Hodge, aye; Council Member Teague, aye; Council Member Stroud, aye; and Mayor Turner, aye. Council convened in Closed Session to discuss the following matters: (A) Appointments to boards and commissions as authorized by Subsection 1, and (B) Consultation with legal counsel and briefings by staff members, attorneys or consultants pertaining to actual or probable litigation, or other specific legal matters requiring the provision of legal advice by such counsel, as authorized by Subsection 7. At the conclusion of Closed Session, each returning member of Council certified that (1) only public business matters exempt from open meeting requirements were discussed in said Closed Session; and (2) only those business matters identified in the motion convening the Closed Session were heard, discussed, or considered during the Session. A motion was made by Bowles, seconded by Hodge, with the following 5-0 recorded vote in favor to return to Open Session: Council Member Teague, aye; Council Member Hodge, aye; Mayor Turner, aye; Vice Mayor Bowles, aye; and Council Member Stroud, aye.

Council Member Hodge made a motion to reappoint Gavin Russell to the Southern Virginia Recreation Facilities Authority for a 4-year term expiring October 31, 2020; Vice Mayor Bowles seconded the motion with all Council Members voting in favor.

Council Member Stroud made a motion to appoint Tyler Carter to the Southern Virginia Recreation Facilities Authority for a 4-year term expiring October 31, 2020; Vice Mayor Bowles seconded the motion with all Council Members voting in favor.

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

Consider approval of minutes from the October 11, 2016 Council Meeting – Vice Mayor Bowles requested that it be added that she attended the vice presidential debate to network and advocate on behalf of the City. Council Member Teague made a motion to approve the minutes as amended; Vice Mayor Bowles seconded the motion with a 5-0 Council vote in favor.

Consider a review of the City's September finance report – Finance Director Linda Conover summarized the report for Council. Vice Mayor Bowles made a motion to approve the

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financial report as presented, Council Member Stroud seconded the motion with all Members in favor.

City of Martinsville					
Consolidated Revenues and Expenditures					
FY17 - 9/30/16					
	Budget	Anticipated	Actual YTD	Remaining Balance	Difference Ant vs. Actual
General Fund					
Revenues	\$ 28,122,629	\$ 3,724,557	\$ 3,683,078	\$ 24,439,551	98.9%
Expenditures	30,262,850	7,575,813	7,502,162	22,760,688	99.0%
Excess (deficiency) of revenues over expenditures	\$ (2,140,221)	\$ (3,851,256)	\$ (3,819,083)		
(Fund Bal contrib)					
Capital Funds					
Meals Tax					
Revenues	\$ 2,068,373	\$ 408,850	\$ 427,321	\$ 1,641,052	104.5%
Expenditures	2,468,373	942,741	942,741	1,525,632	100.0%
Excess (deficiency) of revenues over expenditures	\$ (400,000)	\$ (533,891)	\$ (515,420)		
Capital Reserve					
Revenues	\$ 1,154,588	\$ 483,325	\$ 483,324	\$ 671,264	100.0%
Expenditures	1,191,087	687,732	687,732	503,355	100.0%
Excess (deficiency) of revenues over expenditures	\$ (36,499)	\$ (204,407)	\$ (204,407)		
TOTAL CAPITAL FUNDS:	\$ (436,499)	\$ (738,298)	\$ (719,827)		
(Fund Bal contrib)					
Refuse Fund					
Revenues	\$ 2,205,000	\$ 421,440	\$ 423,296	\$ 1,781,704	100.4%
Expenditures	2,430,000	531,560	649,704	1,780,296	122.2%
Excess (deficiency) of revenues over expenditures	\$ (225,000)	\$ (110,120)	\$ (226,407)		
MINIFiber Optic Fund					
Revenues	\$ 1,174,075	\$ 353,206	\$ 457,365	\$ 1,256,710	129.5%
Expenditures	1,463,664	419,668	489,581	974,083	116.9%
Excess (deficiency) of revenues over expenditures	\$ (289,589)	\$ (66,462)	\$ (32,217)		
Water Fund					
Revenues	\$ 4,536,768	\$ 897,295	\$ 897,684	\$ 3,639,084	100.0%
Expenditures	4,786,768	1,000,232	894,930	3,891,838	89.5%
Excess (deficiency) of revenues over expenditures	\$ (250,000)	\$ (102,937)	\$ 2,755		
Sewer Fund					
Revenues	\$ 4,916,521	\$ 1,057,628	\$ 1,101,903	\$ 3,814,618	104.2%
Expenditures	5,169,521	1,419,320	1,383,717	3,785,804	97.5%
Excess (deficiency) of revenues over expenditures	\$ (253,000)	\$ (361,692)	\$ (281,814)		
Electric Fund					
Revenues	\$ 22,516,161	\$ 4,994,567	\$ 5,397,644	\$ 17,118,517	108.1%
Expenditures	22,366,161	6,451,671	6,453,362	16,506,799	100.1%
Excess (deficiency) of revenues over expenditures	\$ (1,850,000)	\$ (1,457,104)	\$ (1,055,718)		
TOTAL UTILITY FUNDS:	\$ (1,175,000)	\$ (2,032,653)	\$ (1,567,185)		
(Fund Bal contrib)					

Consolidated Revenues and Expenditures					
FY17 - 9/30/16					
	Budget	Anticipated	Actual YTD	Remaining Balance	Difference Budget vs. Actual
Cafeteria					
Revenues	\$ 1,447,543		\$ 101,098	\$ 1,346,445	7.0%
Expenditures	1,517,543		358,232	1,159,311	23.6%
Excess (deficiency) of revenues over expenditures	\$ (70,000)		\$ (257,133)		
Schools					
Revenues	\$ 22,960,270		\$ 4,636,143	\$ 18,324,127	20.2%
Expenditures	22,960,270		4,757,822	18,202,448	20.7%
Excess (deficiency) of revenues over expenditures	\$ -		\$ (121,679)		
Federal Programs					
Revenues	\$ -		\$ 372,527	\$ (372,527)	
Expenditures			694,525	(694,525)	
Excess (deficiency) of revenues over expenditures	\$ -		\$ (321,998)		
TOTAL SCHOOL FUNDS:	\$ (70,000)		\$ -	\$ (700,811)	
(fund bal contrib)					
Special Revenue Funds					
COBG Fund					
Revenues	\$ 53,897		\$ 95,788	\$ (41,891)	177.7%
Expenditures	53,897		16,780	37,117	31.1%
Excess (deficiency) of revenues over expenditures	\$ -		\$ 79,009		
TOTAL SPECIAL REVENUE FL	\$ -		\$ 79,009		
GRAND TOTALS:					
(excluding Schools & Special Revenues)					
Revenues:	\$ 67,234,115	\$ 12,340,868	\$ 12,871,616	\$ 54,362,499	104.3%
Expenditures:	70,735,424	19,028,537	19,009,328	51,725,496	99.9%
Excess (deficiency) of revenues over	\$ (3,501,309)	\$ (6,687,669)	\$ (6,138,312)		
Local Sales/Use Taxes	\$ 2,020,000	\$ 309,868	\$ 334,675	\$ 1,685,325	108.0%
Meals Taxes	\$ 1,700,000	\$ 408,850	\$ 427,321	\$ 1,272,679	104.5%

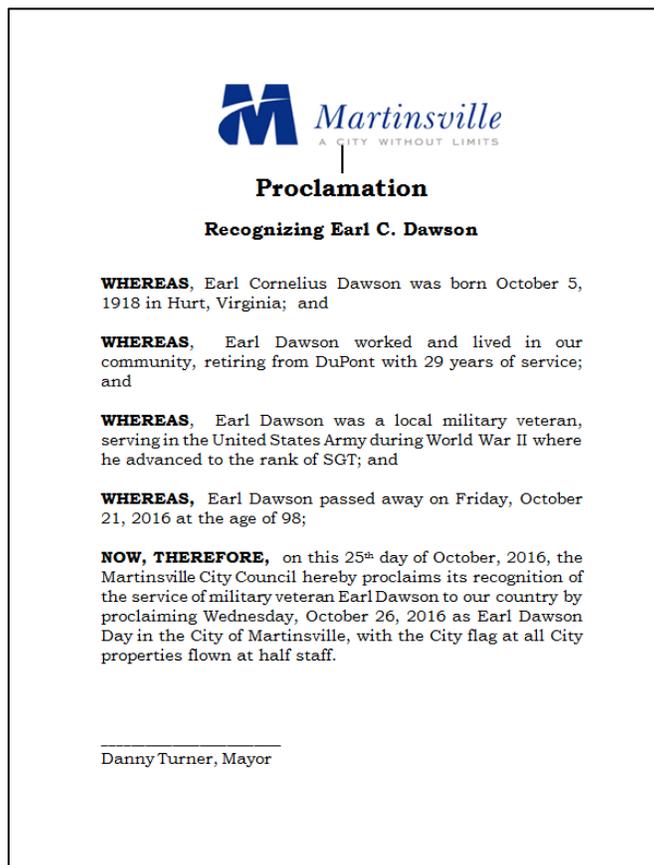
The Budgeted Revenue amounts do not include any contributions from Fund Balance.

Consider approval of consent agenda - Council Member Teague made a motion to approve the consent agenda as presented; Council Member Hodge seconded the motion with all Members in favor.

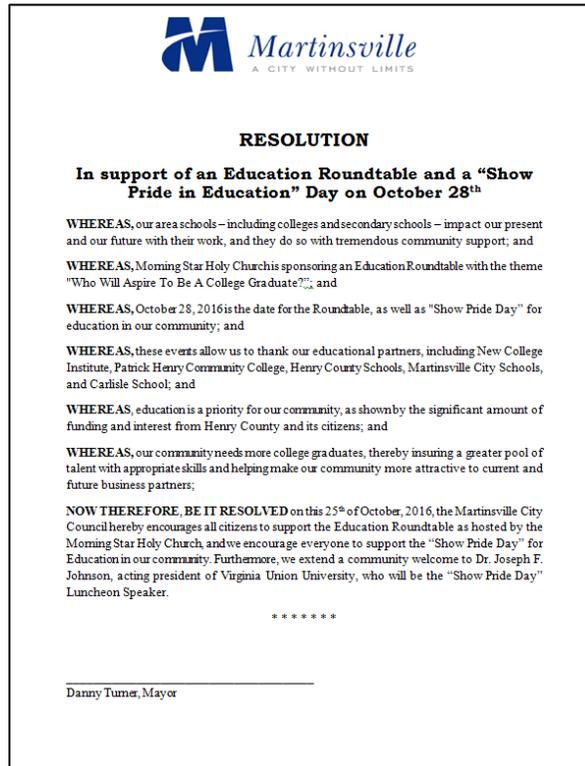
BUDGET ADDITIONS FOR 10/25/2016				
ORG	OBJECT	DESCRIPTION	DEBIT	CREDIT
FY17				
General Fund:				
01100909	490104	Advance/Recovered Costs		300
01321102	506130	Fire Dept. - Repair & Maint.-Burn Building Reimbursements for training supplies	300	
01100909	490137	Recovered Costs - Public Safety		840
01331108	501200	Sheriff/Corrections - Overtime	98	
01331108	502100	Sheriff/Corrections - Social Security	6	
01331108	502110	Sheriff/Corrections - Medicare	1	
01311085	501200	Police Department - Overtime	683	
01311085	502100	Police Department - Social Security	42	
01311085	502110	Police Department - Medicare Off Duty Security reimbursements	10	
01100909	490801	Recovered Costs - Senior Services		1,510
01100908	480420	Donations/Senior Citizens		175
01714212	501300	Senior Citizens - Part-time Wages	933	
01714212	502100	Senior Citizens - Social Security	58	
01714212	502110	Senior Citizens - Medicare	14	
01714212	506049	Senior Citizens - Vehicle Fuels	505	
01714212	506016	Senior Services - Program Supplies	175	
		Donations & Transportation Grant - 1st Qtr		
Total General Fund:			2,825	2,825
Sewer Fund:				
13103936	407700	Indebtedness - VRA Loan Proceeds		128,978
13551326	508224	Wastewater Maintenance - SRI Project - Phys. Plant Exp VRA Reimbursement #4	128,978	
Total Sewer Fund:			128,978	128,978

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Present a proclamation recognizing and honoring deceased World War II veteran Earl C. Dawson – The sons of Sgt. Dawson were present. Mayor Turner read the proclamation. Local veteran W.C. Fowlkes shared some of Dawson’s history during and after his service and thanked the Dawson family and to all other veterans for their service. Thomas Spencer, Commander of the Martinsville-Henry County Veteran’s Honor Guard thanked council for inviting him to honor the family. Spencer stated that the local honor guard serves approximately 150 funerals for veterans each year. Sgt. Dawson’s sons thanked Council for the award and for recognizing their father. Mayor Turner asked what was happening locally for Veterans Day. Spencer said Bassett Historic Center would host a bench dedication in honor of Korean veterans; Veterans ??? will host a program to recognize outstanding veterans also at the former J. D. Bassett High School.



Consider approval of a Council resolution supporting an Education Roundtable and a “Show Pride in Education” Day on October 28 sponsored by Morning Star Holy Church – Council Member Hodge read the resolution. Mayor Turner presented Rev. Millner the resolution. Millner thanked Council for the resolution. Millner hopes that more citizens will participate in the Show Pride in Education Day.



Hear an overview of the October 24, 2016 Westside area Neighborhood Tour and Meeting – City Manager Towarnicki summarized the Westend community neighborhood tour including Maplewood Properties, Fayette Street, Pine Hall Road, Top Street, Katherine Street, Swanson Street and Baldwin Park, Jackson and Peters Streets. The neighborhood meeting was held at 7:30pm at Albert Harris Elementary School and well attended by individuals who expressed concerns about high electric bills, policies for absentee landlords and property maintenance, overgrowth behind a home, and other issues. The City is following up on several of issues brought up at the meeting. Council Member Hodges asked the City Manager to look into an alternate route for the bus that may accommodate other residents. Council Member Stroud said there was also concern on the street light illumination not being as wide spread as the previous lights. Towarnicki said he would be in contact with the contractor to see if there was any solution to the lighting concerns.

Hear information from Brooks Jones, Mobility Manager for Southern Area Agency on Aging regarding their Miles 4 Vets Program and a recent award from the Commonwealth Council on Aging – Mr. Jones detailed the award received for the Miles 4 Vets program stating that the program was started in 2014. Being a veteran himself, he saw the need for services by other veterans in the area. He thanked several organizations and said it has been a community effort that allows the program to expand. Vice Mayor Bowles thanked him for his service and asked if there was any new information. Jones explained that transportation Mondays and Wednesdays are handled by a third party and is paid for by grants but donations are vital. They are selling shirts to raise funds, they are hosting a “Sponsor a Veteran” program where you can communicate with veterans who benefit from the program

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and look forward to sharing stories with others. Contact SAAA or mile1.net website or the Mobility Management Facebook page. Jones said there are approximately 5,000 local veterans in 2013.

Hear an update from Martinsville City School Superintendent Dr. Zeb Talley regarding the 2016-2017 school year – Dr. Talley said it has been a privilege to work with the students and staff. School opened smoothly this year and great beginnings are important. He detailed vacancies at the City schools. He said administrative changes have made a positive impact. He is holding monthly principal meetings. Testing is not everything but it is important to building strong students. They have hosted a series of meetings and are looking at available space to expand so students can attend trades classes as well as obtaining 4-year education. They are holding monthly meetings with Henry County to see if there are areas that they can collaborate on. Board members are in the schools several days each week to monitor students and staff and they attend several school events. Board members acknowledge and return every call made by parents. Administrators are notified weekly of what is taking place in the schools. Several businesses have offered to purchase books for the school. There are several retired educators volunteering time to work with students. They are working with the Police Department to reduce truancy situations. The schools have a big need for reading coaches and tutors. In addition, they have a need for an assistant principal at Patrick Henry and the opportunity to reduce class size. His plan is to get every school accredited and hopes to provide every student the opportunity to grow and develop. Travis Clemons detailed the budget plan and deficit. Vice Mayor Bowles and Mayor Turner presented the Stairway to Success award to Dr. Talley. Towarnicki explained the online contest on school initiatives related to early childhood education. There were 22-23 localities that submitted information and received the award. Talley said he would love to implement two additional head start classes at Clearview. He welcomed Council to drop in and check on his dedication at any time. Teague said he would like an understanding of the SOLS and if there is any study on what is being done to increase scores. Talley explained they are having information meetings and data assessments, which will show student-reading levels.

Consider discussion of 2017 legislative agenda – City Attorney Monday explained the pre-filing date for legislation is December 5, 2016. Vice Mayor Bowles asked Council if there was anything relating to transportation that needs to be changed as a result of Council endorsing the Regional Transportation Authority. Teague said Council simply supported the formation of the Transportation Authority in this region. Turner said the City's decision regarding the authority could be impacted by the County's decision to endorse the authority. Bowles requested including a statement opposing reimplementing local aid to the Commonwealth. Towarnicki made a comment regarding lottery proceeds going to localities. Teague noted that VML endorsed a JLARC review of the impact and suggested the city likewise

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endorse the VMLs position on the JLARC study. Hodge referred to #6 under education and several council members requested an update on the medical school before proceeding with that line item.

 <p>The City of Martinsville appreciates the efforts its legislators undertake at both the state and federal level on behalf of its citizens. Listed below are the City's priorities requested of its legislative delegation in 2016.</p> <p><u>Virginia General Assembly</u></p> <p>Transportation</p> <ol style="list-style-type: none">1. In the short term, upgrade those portions of Route 220 overlaying I-73 to interstate standards. Any construction or upgrades to the I-73 corridor should begin on those sections passing through Henry County.2. Continue to place priority on Route 58 improvements, particularly the section between Stuart and Hillsville, Virginia. <p>Education</p> <ol style="list-style-type: none">1. City Council endorses the agenda proposed by the Martinsville City School System and also endorses the educational priorities adopted by Henry County, on behalf of its school system.2. Oppose the imposition of unaided education mandates and in the event of revenue cuts by the Commonwealth opposes targeted cuts by the Commonwealth, instead preferring local decision making authority on where to make any such cuts.3. Recognizing its potential to promote economic development within our community and region, continue support for the development and funding of the New College Institute; urge that any funding reductions to New College Institute, if considered, be minimized to the greatest extent possible; and support the affiliation of The New College Institute as a branch of a four-year public university.4. Request the Commonwealth to fully fund the expenditures imposed upon local school systems by implementing the Standards of Quality.5. Encourage the Commonwealth to continue or increase the current levels of financial support provided to Patrick Henry Community College.6. Encourage the Commonwealth to provide financial support to the College of Henricopolis School of Medicine.7. Request the Commonwealth to provide incentives for consolidation of school systems. <p>Economic Development</p> <ol style="list-style-type: none">1. Maintain current levels of funding for economic development incentives, including but not limited to the Governor's Opportunity Fund.2. Enhance the authority granted to localities to address and eliminate blighted properties, and the formation of interstate compacts to allow expedited recourse against out-of-state property owners.3. Continue current funding levels of the Virginia Museum of Natural History.4. Request enhanced state and federal financial assistance for localities which exceed the average state unemployment rate by 150% for a period of five consecutive years.5. Support continued tourism awareness initiatives in the Martinsville-Henry County region.6. Expand local authority to designate Enterprise Zones and establish incentives. <p>Governance</p> <ol style="list-style-type: none">1. Request the appointment of a joint gubernatorial/legislative commission to examine the structure of local government in Virginia, the commission's mandate to include:<ol style="list-style-type: none">a. Examination of local government in the other 49 states for potential adaptation to Virginia.b. Enable cities to expand their revenue basec. Elimination of the "zero-sum" revenue base structure, which creates friction between cities and counties.d. Elimination of redundant services and programs between contiguous cities and counties.	<ol style="list-style-type: none">2. Require full funding for HB 599 funds, in fulfillment of the Commonwealth's commitment to cities in return for their acquiescence in the annexation moratorium.3. Require that the Commonwealth fully fund its obligations to the Virginia Retirement System, and refrain from borrowing from VRS funds.4. Request the elimination of "local aid to the Commonwealth" in the state budget; local aid artificially inflates state revenues by shifting responsibility for cuts in vital services onto localities.5. Elimination of all unfunded mandates from the Commonwealth to localities.6. Oppose any elimination or alteration of local revenue streams, and specifically oppose any amendment to the current manner in which the Business Occupation and Licensing Tax and the Machinery and Tools Tax are levied, unless a replacement revenue stream, not subject to biennial appropriation, is guaranteed by the Commonwealth.7. Request at a minimum, level funding for operational requirements of the Henry-Martinsville Department of Social Services.8. Request that the General Assembly leaves intact the fire programs fund and the rescue squad assistance funds and not use these funds as a way to balance the state budget.9. Request that the Commonwealth fully fund its obligations to constitutional officers.10. Oppose any attempt to curtail the doctrine of sovereign immunity for localities.11. Oppose any attempt to permit collective bargaining for state and local government employees.12. Oppose any amendment of the existing burden of proof or process in local tax appeals cases.13. Request authority to refund erroneously paid taxes at an interest rate which differs from that imposed on delinquencies, and to refund taxes erroneously paid through the fault of the taxpayer at no interest. <p><u>United States Congress</u></p> <ol style="list-style-type: none">1. Oppose any effort to impose additional taxation or regulation of electrical power generation by coal or natural gas.2. Urge the Federal Highway Commission to adopt the CTB's designated route for I-73, or alternatively to preserve the current record of decision in the event the CTB's route is rejected.3. In the short term, upgrade those portions of Route 220 overlaying I-73 to interstate standards.4. Request \$3.72M in funds for the redevelopment of brownfields extending from the former American Furniture and Sara Lee sites, along Aaron Street, to Rives Road5. Request \$6.25M in funds for the elimination and redevelopment of blighted areas in the city.6. Request legislation to provide special federal incentives to businesses locating in regions which have experienced job losses in excess of 5% of the total workforce and/or declines in median incomes since the adoption of NAFTA, WTO or GATT. Target such areas for increased federal funding in education or workforce retraining.7. Extend high speed broadband service throughout southern Virginia.8. Request enhanced state and federal financial assistance for localities which exceed the average state unemployment rate by 150% for a period of five consecutive years.9. Oppose the EPA's proposed expansion of the definition of "waters of the United States" in 40 CFR 230.3. <p><u>Staff Designations</u></p> <p>City Council empowers the following staff members to speak on its behalf and in its best interests to the Virginia General Assembly and United States Congress, its members and committees:</p> <p>City Attorney Eric Monday City Manager Leon Towarnicki Other department heads as appointed by the City Manager</p> <p style="text-align: center;">2</p>
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Before proceeding to comments by Council Members, Mayor Turner noted a housekeeping item regarding the next Council meeting. Turner explained that the next Council meeting is scheduled on Election Day. Council Member Teague made a motion to cancel the meeting; Vice Mayor Bowles seconded the motion with all Council Members voting in favor.

Comments by members of City Council – Council Member Stroud said his family and friends are overwhelmed over the loss of loved one and he asks the citizens to keep them in their thoughts. Council Member Hodge questioned the delay in mail going through Greensboro instead of Roanoke and how it has affected the timeframe people are paying utility bills. She had a conversation with the Linda Conover, Finance and asked if it would be possible to use the postmark date instead of received date. Unfortunately, there are logistical issues that prevent that. She feels that it is worth considering since it could affect citizens who expect their payments to deliver in days instead of a week. Council Member Teague asked if someone from the post office could come and address the time frame and provide a better understanding of the process; maybe a grace period could be considered if necessary. Vice Mayor Bowles said that the Kiwanis Pancake Day was successful and the Rotary Club Lobster Fest was a success. She sent her condolences to family of Mark Dillard. Bowles also

October 25, 2016

thanked Jennifer Doss for creating a City Snapchat filter. Bowles mentioned that Halloween activities will be held Uptown on Monday October 31 and reminded residents to vote on November 8 stating local government matters. Mayor Turner mentioned upcoming race weekend asking residents to please be friendly and patient with visitors. He said questions have been brought up regarding bulk trash pickup. City Manager Towarnicki explained the bulk trash policy regarding pickup for the tenant or for the landlord when a tenant is evicted from the property. If materials are bagged and property placed at the street, the city will pick it up. If the policy is not followed the trash dump will be reported to property maintenance.

Comments by City Manager – City Manager Towarnicki reminded Council members that November 3, 2016 is the VML Regional Supper at 6pm. On November 5, Liberty University College of Medicine will hold a clinic at the First United Methodist Church Activity Center beside Rania’s beginning at 9am -3pm and will coordinate with numerous health organizations in the community. September 27 at council there was a presentation about the Martinsville Storm Ready certificate. Towarnicki recognized Council Member Stroud for being instrumental in the siren system and presented Stroud an award. Stroud said he is thankful that the city shared his concern and the sirens will be helpful in keeping citizens safe. Stroud commented that the emergency generator project at the middle school is not complete and he hopes that incoming Council Members will consider pushing that project.

City Attorney Monday explained that Halloween will be recognized on Monday October 31 and reminded residents that it is illegal for anyone over 12 years old to trick-or-treat and illegal for anyone to trick-or-treat past 9pm.

Business from the Floor (not televised) – no one approached the podium

There being no further business, a motion was made by Vice Mayor Bowles to adjourn the meeting, seconded by Council Member Hodge with all Council Members voting in favor. The meeting adjourned at 9:03pm.

Karen Roberts
Clerk of Council

Danny Turner
Mayor

Meeting Date: November 22, 2016
Item No: 2.
Department: Human Resources
Issue: Recognize City Employees who are eligible for Service Awards – October 1 through December 31, 2016.
Summary: The Service Award Program is designed to build individual morale and show appreciation to the long-service employee for their faithful service to the City of Martinsville.
Attachment: Listing of City Employees who are eligible for the service award for the first quarter of FY 16-17

TO BE READ BY MAYOR. NO ACTION NECESSARY.

**SERVICE AWARD RECIPIENTS
 SECOND QUARTER - FISCAL YEAR 16-17
 FOR THE PERIOD OF OCTOBER 1 – DECEMBER 31, 2016**

	NAME	DEPARTMENT	YEARS OF SERVICE
WAYNE	MOORE	WASTEWATER PLANT	5
SANDRA	TOMLINSON	COMMISSIONER OF THE REVENUE	10
JAMES	HOPKINS	FIRE DEPARTMENT	15
DANNY	WORRELL	PUBLIC WORKS	20
DOUG	BOAZ	WATER PLANT	25
MARK	GILBERT	POLICE DEPT	25
WILLIAM	STULTZ	UTILITY BILLING	30

Meeting Date: November 22, 2016

Item No: 3.

Department: City Council

Issue: Recognize Army Veteran John R. Redd as recipient of the 2016 Henry County-Martinsville Outstanding Military Veteran, and Marine Corp Veteran Malon I. Shelton as Veteran of the Year.

Summary: At the annual Veteran’s Day Program held Friday, November 11th, local Army Veteran John R. Redd was honored as the recipient of the 2016 Henry County-Martinsville Outstanding Military Veteran and Malon I. Shelton was honored as the Veteran of the Year.

John Redd entered active duty in the Army in 1944 and after basic training at Fort Bragg, NC, was trained as a Sewing Machine Operator at Fort Lee, VA. In May, 1945, he was deployed to Okinawa in the Pacific where he was assigned to the 4482nd Quartermaster Salvage Repair Company, 10th Army. He was involved in the last land battle “Operation Iceberg” on Okinawa prior to the end of WWII. He was honorably discharged at Fort Bragg, NC in November, 1946.

Malon Shelton joined the Marine Corps in March, 1966 and after initially serving with the 6th Fleet in the Mediterranean Sea, spent the rest of his time in the Marines in Viet Nam, assigned to the 2nd Battalion, 9th Marines G Company, leaving Viet Nam with the rank of Lance Corporal.

The Henry County-Martinsville Outstanding Military Veteran is an annual award jointly given by Henry County and the City of Martinsville, and the Veteran of the Year Award is presented through the local Veteran’s Service Organization.

Attachments: None

Recommendations: No action needed by Council.

Meeting Date: November 22, 2016

Item No: 4.

Department: Public Works

Issue: Consider setting a Public Hearing for the December 13, 2016 Council meeting for the 2016 update of the City of Martinsville's Solid Waste Management Plan.

Summary: Section 9 VAC 20-130-175.F of the Solid Waste Planning and Recycling Regulations, Amendment 2 requires that solid waste management planning units submit a plan update on a 5-year cycle. The City's last SWMP update was approved by Virginia DEQ in December 2011, with the 5 year update due by the end of December 2016.

The City and Henry County (including the Town of Ridgeway) have submitted joint plans previously and will do so again with the current update with the City's solid waste engineering consultant, Joyce Engineering, Inc., handling the project. The Public Hearing on December 13 is required to fulfill the public participation element of the plan and Henry County will likewise hold their hearing in December.

A review of the plan will be presented at the December 13 Council meeting. Copies of the plan will be placed for public review at the Library on East Church Street, in the Martinsville Public Works office, Room 226 of the Municipal Building, and at the Henry County Administration Building. Additionally, a link to the plan will be posted on the City's website for viewing via the Internet.

Attachments: [9VAC20-130-120. Planning Requirements](#)
[9VAC20-130-175. Amendments to Plans](#)

Recommendations: Staff recommends that Council set a Public Hearing for the Solid Waste Management Plan update for the December 13, 2016 meeting.

9VAC20-130-120. Planning Requirements.

A. Basic planning elements:

1. Objectives for solid waste management within the planning unit;
2. A discussion as to how the plan will be implemented and tracked, consisting of an integrated waste management strategy to support and promote the hierarchy set forth at 9VAC20-130-30; giving preference to alternatives in the following order of priority: source reduction, reuse, recycling, resource recovery, incineration, and landfilling;
3. Definition of incremental stages of progress toward the objectives and schedule for their implementation, including, for compliance with 9VAC20-81-450, specific solid waste management facility names, facility capacities, and life based on 20-year need;
4. Strategy for the provision of necessary funds and resources;
5. Descriptions of the funding and resources necessary, including consideration of fees dedicated to future facility development;
6. Strategy for public education and information on source reduction, reuse, and recycling; and
7. Consideration of public and private sector partnerships and private sector participation in execution of the plan. Existing private sector recycling operations should be incorporated in the plan and the expansion of such operations should be encouraged.

B. A minimum recycling rate as specified in § 10.1-1411 of the Code of Virginia for total municipal solid waste generated annually in each solid waste planning unit shall be met and maintained.

1. The plan shall describe how the minimum recycling rate shall be met or exceeded. The department may approve the solid waste management plans of units that do not currently meet the minimum recycling rate only if all other requirements of these regulations have been met and the solid waste planning unit demonstrates its commitment to implementing a strong and detailed action plan for recycling to meet the required rate.
2. When a solid waste planning unit's annual recycling rate falls below the minimum rate, it shall constitute evidence of a significant deviation from the plan. The plan may be subject to revocation by the department under 9VAC20-130-110 E unless the solid waste planning unit submits a recycling action plan acceptable to the department per subsection I of this section.

C. The solid waste management plan shall include data and analyses of the following type(s)

for each jurisdiction. Each item below shall be in a separate section and labeled as to content:

1. Population information and projections for 20 years of population growth and development patterns;
 2. Urban concentrations, geographic conditions, economic growth and development, markets for the reuse and recycling of materials, transportation conditions, and related factors;
 3. Estimates of solid waste generation from residential, commercial institutional, industrial, construction, demolition, debris and other types of sources, including the amounts reused, recycled, recovered as a resource, incinerated and landfilled. Entities engaged in the collection, processing, and marketing of recyclable materials should provide data for incorporation into the recycling rate calculation, when requested by the planning unit.
 4. A listing of existing and planned solid waste collection, storage, treatment, transportation, disposal and other management facilities, their projected capacities, expected life and systems for their use;
 5. All milestones in the implementation of the solid waste management plan over the 20-year projection and the parties responsible for each milestone;
 6. A description of programs for solid waste reduction, reuse, recycling, resource recovery, incineration, storage, treatment, disposal and litter control;
 7. A description of outreach programs for waste exchange, public education and public participation;
 8. The procedures for and results of evaluating solid waste collection, including transfer stations; and
 9. The assessment of all current and predicted needs for solid waste management for a period of 20 years and a description of the action to be taken to meet those needs.
- D. All known solid waste disposal sites, closed, inactive and active, within the area of the solid waste management plan shall be documented and recorded at a centralized archive authorized to receive and record information and a copy shall be sent to the department. All new sites shall be recorded at the same central data source.
- E. A methodology shall be utilized to monitor the amount of solid waste of each type produced within the area of the solid waste management plan and to record the annual production by solid waste types at a centralized archive and a copy shall be sent to the department.
- F. The solid waste management plan shall include, when developed locally, a copy of the local governing body's resolution adopting the solid waste management plan.
- G. The solid waste management plan shall include, when developed regionally, a copy of the resolution approving the plan adopted in accordance with the Virginia Area Development

Act, the Virginia Water and Waste Authorities Act, the provisions of the Code of Virginia governing joint exercise of powers by political subdivisions (§ 15.2-1300 of the Code of Virginia), or other authority as applicable.

H. The solid waste management plan shall clearly and explicitly demonstrate the manner in which the goals of the planning requirements in these regulations shall be accomplished and actions to take if these requirements are not met.

I. A planning unit that does not meet the requirements of these regulations shall submit an action plan, by mail or electronic mail, for approval by the department. Such action plans shall include:

1. A description of the deficiency that requires the development of the action plan.
2. A time schedule to resolve the deficiency(ies) associated with the planning unit's failure to meet the requirements of the approved solid waste management plan.
3. A reporting requirement to the department, of a minimum of once every six months, including activities or updates documenting how the action plan requirements are being met.
4. Plans and all subsequent reports and submittals shall be reviewed by the department within 30 days of receipt by the department.
5. All the department's requests for further information or response(s) shall be provided within 30 days of receipt at the planning unit. The department may grant reasonable extensions to these deadlines on a case-by-case basis.

Statutory Authority

§ 10.1-1411 of the Code of Virginia; 42 USC § 6942(b), 40 CFR Parts 255 and 256.

Historical Notes

Derived from VR672-50-01 § 3.2, eff. May 15, 1990; amended, Virginia Register Volume 17, Issue 21, eff. August 1, 2001; Volume 24, Issue 4, eff. November 28, 2007; Errata, 24:6 VA.R. 889-890 November 26, 2007; amended, Virginia Register Volume 27, Issue 22, eff. August 3, 2011.

9VAC20-130-175. Amendments to Plans.

A. Amendments to the plans shall be classified as major or minor. These classifications are described in this section below.

1. Major amendments shall include:

- a. Any addition, deletion, or cessation of operation of any solid waste disposal facility;
- b. Any increase in landfill capacity;
- c. Any change that moves toward implementation of a waste management strategy that is lower in the waste management hierarchy;
- d. Action plan(s), including an action plan to address a planning unit's recycling rate that has fallen below the statutory minimum; or
- e. Any change to membership in the approved area.

2. Minor amendments shall include:

- a. Any addition, deletion, or cessation of operation of any facility that is not a solid waste disposal facility;
- b. Any change that moves toward implementation of a waste management strategy that is higher in the waste management hierarchy; or
- c. Any nonsubstantive administrative change such as a change in name.

3. Minor amendments shall be submitted, by mail or electronic mail, directly to the department for notation. The planning units are the repository for the minor amendments to the plans.

B. Major amendments shall require the same public participation as detailed in 9VAC20-130-130 before being submitted, by mail or electronic mail, to the department for approval prior to implementation.

C. The department shall review major amendments and approve or return comments on any deficiencies no later than 90 days from the date the amendments are received. In the event the department is unable to complete its review within 90 days, the applicant will be notified and given a date as to when the review will be completed. No department approval shall be necessary for minor amendments.

D. Each submitter who receives comments on his major plan amendment under subsection C of this section shall submit a corrected amendment to the department no later than 90 days

following notification of deficiencies.

E. Major amendments approved without alteration shall become effective upon notification. If after review of the corrected amendment submitted pursuant to subsection D of this section, the department cannot approve the corrected amendment because it finds the amendment not to be in accordance with this chapter, it will issue a notice of intent to disapprove to the submitter. The notice of intent to disapprove shall set forth (i) the reason for the disapproval, (ii) what is required for approval, and (iii) the right of the submitter to an informal fact-finding proceeding under Chapter 40 (§ 2.2-4000 et seq.) of Title 2.2 of the Code of Virginia. The department will give priority consideration for review of corrected amendments when the planning unit has a pending permit application for a solid waste management facility.

F. Solid waste management planning units are required to maintain current plans. On or before each five-year anniversary of the department's plan-approval date, the planning unit shall submit a letter to the department, by mail or electronic mail, certifying that the following plan elements, listed in 9VAC20-130-120 C, have been maintained and updated: waste generation estimates are current, the schedule increments have been met, and a projected 20-year waste management capacity remains available or projects otherwise are on schedule to meet the unit's solid waste needs. The letter of certification will be used in the department's assessment of whether any plan amendments are necessary and to ensure compliance with 9VAC20-130-110 E.

Statutory Authority

§ 10.1-1411 of the Code of Virginia; 42 USC § 6942(b), 40 CFR Parts 255 and 256.

Historical Notes

Derived from Virginia Register Volume 17, Issue 21, eff. August 1, 2001; amended, Virginia Register Volume 24, Issue 4, eff. November 28, 2007.



City Council Agenda Summary

Date: November 22, 2016

Item No: 5.

Department: City Manager

Issue: Hear an update from New College Institute Associate Director and Chief Academic Officer Dr. Leanna Blevins.

Summary: At a recent Council meeting, a request was made for an update regarding the status of New College Institute and efforts to develop a path forward toward possible affiliation with a 4-year institute or development as a stand-alone entity.

NCI Associate Director and Chief Academic Officer Dr. Leanna Blevins will provide an update for Council.

Attachments: None

Recommendations: This item is for information purposes – no action by Council is needed.

Date: November 22, 2016

Item No: 6.

Department: City Manager/City Attorney

Issue: Consider discussion of the City 2017 Legislative Agenda.

Summary: At the October 25, 2016 meeting, the City's 2016 Legislative Agenda was provided as the basis to begin discussions for the City's 2017 Agenda. Several suggestions were made for revisions and those comments have now been incorporated into the draft 2017 document.

This item is being placed on the agenda for Council's continued review. No action is necessary at this meeting and the item will be placed back on Council's agenda for the December 13th meeting for final approval.

Attachments: Draft 2017 Legislative Agenda with previous suggested revisions included.

Recommendations: Continue to review the document for additional suggestions or revisions, anticipating final approval at the December 13, 2016 meeting.



The City of Martinsville appreciates the efforts its legislators undertake at both the state and federal level on behalf of its citizens. Listed below are the City's priorities requested of its legislative delegation in 2017.

Virginia General Assembly

Transportation

1. In the short term, upgrade those portions of Route 220 overlaying I-73 to interstate standards. Any construction or upgrades to the I-73 corridor should begin on those sections passing through Henry County.
2. Continue to place priority on Route 58 improvements, particularly the section between Stuart and Hillsville, Virginia.
- ~~2-3.~~ Approve the concept of a transportation authority for southern Virginia, with a dedicated revenue stream for the construction of I-73 and other transportation priorities.

Education

1. City Council endorses the agenda proposed by the Martinsville City School System and also endorses the educational priorities adopted by Henry County, on behalf of its school system.
2. Oppose the imposition of unaided education mandates and in the event of revenue cuts by the Commonwealth opposes targeted cuts by the Commonwealth, instead preferring local decision making authority on where to make any such cuts.
3. Recognizing its potential to promote economic development within our community and region, continue support for the development and funding of the New College Institute; urge that any funding reductions to New College Institute, if considered, be minimized to the greatest extent possible; and support the affiliation of The New College Institute as a branch of a four-year public university.
4. Request the Commonwealth to fully fund the expenditures imposed upon local school systems by implementing the Standards of Quality.
5. Encourage the Commonwealth to continue or increase the current levels of financial support provided to Patrick Henry Community College.
6. Encourage the Commonwealth to provide ~~financial support to the College of Henricopolis School of Medicine~~ support for the concept of a medical school in Martinsville-Henry County.
7. Request the Commonwealth to provide incentives for consolidation of school systems.

Economic Development

1. Maintain current levels of funding for economic development incentives, including but not limited to the Governor's Opportunity Fund.
2. Enhance the authority granted to localities to address and eliminate blighted properties, and the formation of interstate compacts to allow expedited recourse against out-of-state property owners.
3. Continue current funding levels of the Virginia Museum of Natural History.
4. Request enhanced state and federal financial assistance for localities which exceed the average state unemployment rate by 150% for a period of five consecutive years.
5. Support continued tourism awareness initiatives in the Martinsville-Henry County region.
6. Expand local authority to designate Enterprise Zones and establish incentives.
- ~~6-7.~~ Oppose efforts by Henry County PSA to reopen the Lower Smith River Wastewater Treatment Plant, absent a regional study concluding that such is in the best interests of Martinsville-Henry County taxpayers, customer base, economic needs and state environmental policy.

Governance

1. Request the appointment of a joint gubernatorial/legislative commission to examine the structure of local government in Virginia, the commission's mandate to include:
 - a. Examination of local government in the other 49 states for potential adaptation to Virginia.
 - b. Enable cities to expand their revenue base
 - c. Elimination of the "zero-sum" revenue base structure, which creates friction between cities and counties.
 - d. Elimination of redundant services and programs between contiguous cities and counties.
2. Require full funding for HB 599 funds, in fulfillment of the Commonwealth's commitment to cities in return for their acquiescence in the annexation moratorium.
3. Require that the Commonwealth fully fund its obligations to the Virginia Retirement System, and refrain from borrowing from VRS funds.
4. Request the elimination of "local aid to the Commonwealth" in the state budget; local aid artificially inflates state revenues by shifting responsibility for cuts in vital services onto localities.
5. Elimination of all unfunded mandates from the Commonwealth to localities.
6. Oppose any elimination or alteration of local revenue streams, and specifically oppose any amendment to the current manner in which the Business Occupation and Licensing Tax and the Machinery and Tools Tax are levied, unless a replacement revenue stream, not subject to biennial appropriation, is guaranteed by the Commonwealth.
7. Request at a minimum, level funding for operational requirements of the Henry-Martinsville Department of Social Services.
8. Request that the General Assembly leaves intact the fire programs fund and the rescue squad assistance funds and not use these funds as a way to balance the state budget.
9. Request that the Commonwealth fully fund its obligations to constitutional officers.
10. Oppose any attempt to curtail the doctrine of sovereign immunity for localities.
11. Oppose any attempt to permit collective bargaining for state and local government employees.
12. Oppose any amendment of the existing burden of proof or process in local tax appeals cases.
13. Request authority to refund erroneously paid taxes at an interest rate which differs from that imposed on delinquencies, and to refund taxes erroneously paid through the fault of the taxpayer at no interest.
- ~~13-14.~~ Consider assigning a proportional share of lottery sales revenue to the localities generating such sales.

Comment [EM1]: Council may wish to modify this language to reflect its wishes in regard to BPOL.

United States Congress

1. Oppose any effort to impose additional taxation or regulation of electrical power generation by coal or natural gas.
2. Urge the Federal Highway Commission to adopt the CTB's designated route for I-73, or alternatively to preserve the current record of decision in the event the CTB's route is rejected.
3. In the short term, upgrade those portions of Route 220 overlaying I-73 to interstate standards.
4. Request \$3.72M in funds for the redevelopment of brownfields extending from the former American Furniture and Sara Lee sites, along Aaron Street, to Rives Road
5. Request \$6.25M in funds for the elimination and redevelopment of blighted areas in the city.
6. Request legislation to provide special federal incentives to businesses locating in regions which have experienced job losses in excess of 5% of the total workforce and/or declines in median incomes since the adoption of NAFTA, WTO or GATT. Target such areas for increased federal funding in education or workforce retraining.
7. Extend high speed broadband service throughout southern Virginia.
8. Request enhanced state and federal financial assistance for localities which exceed the average state unemployment rate by 150% for a period of five consecutive years.
9. Oppose the EPA's proposed expansion of the definition of "waters of the United States" in 40 CFR 230.3.

Staff Designations

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

City Attorney Eric Monday

City Manager Leon Towarnicki

Other department heads as appointed by the City Manager

Meeting Date: November 22, 2016

Item No: 7.

Department: Community Development

Issue: Consider Amending Northside CDBG Contract

Summary: The addition of the rehab activity of Investor – Owned residences in the Northside CDBG neighborhood, has been hoped for from the inception of the project. It is felt that this activity will not decrease the “intended benefit of the LMI persons for whom the project was funded”. This activity will still benefit 31 households (27 LMI) total and rehab 7 total units, as contracted, in addition to the other prescribed activities.

Attachments: DHCD Grant management manual, Chapter 4, pages 39 and 40

Recommendations: Authorize city manager to submit a letter of request for the contract amendment.

activities in accordance with the following standards:

- Property with an acquisition cost less than \$1,000 may be used for other activities without reimbursement to the Federal Government or may be sold on the open market;
- Property with an acquisition cost of \$1,000 or more may be used or sold provided that the Grantee receives approval from DHCD and compensation is made to DHCD. The amount of compensation shall be computed by applying the percentage of federal participation in the cost and use of the original purchase to the under depreciated value of the property as set forth above; or
- If a Grantee has no need for the property and yet it continues to be useful, then a request for disposition instructions must be sent to DHCD. In response to this request, DHCD may instruct a Grantee to transfer or sell the property.

Expendable Personal Property

Expendable personal property refers to all tangible personal property other than nonexpendable. Examples of expendable personal property are office supplies and lumber.

Contract Amendments

The Grant Manager is expected to manage the project according to the activities set forth in the CDBG Agreement. However, in rare cases,

changes must be made. This requires an official contract amendment to the CDBG Agreement that has been signed and executed by the Grantee and DHCD.

No amendment that significantly alters the scope or objectives of the project as set forth in the approved Grant Proposal and CDBG Agreement will be allowed, except as indicated below. No modification of project activities is allowed which will decrease the scope of the project.

If a project changes in such a manner as to significantly affect the project activities but not decrease the intended benefit of the LMI persons for whom the project was funded, an amendment to the CDBG Agreement may be in order. The following steps are required in amending the CDBG Agreement:

1. A letter signed by the Chief Executive Officer, who executed the CDBG Agreement, must submit a letter to the Associate Director of DHCD, outlining the requested changes and an explanation as to why they are necessary. This letter might need to be accompanied by appropriate support documentation, including a revised Management Plan, Performance-based Project Budget or project area map. The letter and appropriate support documentation must be uploaded into "Reports and Communication" in CAMS as a *correspondence* document;
2. Upon receipt of the request, DHCD will review the substance and contributing

conditions involved in the change to determine whether the change is justified. No contract amendment will be approved which results in a project which would not have been approved for funding in the selection competition in which the initial proposal was rated; and

3. A formal acknowledgment of the amendment will be transmitted by DHCD and must be executed by both the Grantee's authorized official and the Deputy Director of DHCD.

If an amendment request is approved by DHCD, the Grantee must not obligate any funds for affected activities until the following steps have been taken:

- An Environmental Assessment must be undertaken and an Environmental Review completed if the amendment would affect the type or scope of the project activities; and
- A properly advertised public hearing must be held if the proposed change in scope results in a change in the proposed beneficiaries.



Consult with your Community Development Specialist as soon as you perceive a need for a contract amendment to ensure you know what support documentation will be required.

Compliance Reviews

To ensure the project complies with DHCD's program requirements, the Community Development Specialist will

conduct on-site compliance reviews. The Grant Manager is expected to assist the Community Development Specialist with the scheduling of the review by making sure that all key staff and consultants are available to answer the Community Development Specialist's questions.

When the review is conducted will be determined by the degree or amount of progress on the project. An interim compliance review is generally done around forty-five (45) days after construction begins but not later than 14 months after the CDBG Agreement's execution. A final compliance review will be scheduled when approximately 85% of the CDBG funds have been drawn down.

Prior to the compliance review, the Grantee will receive a letter that will announce the date, time, and place of the review, and identify the program areas to be reviewed. Each applicable area is reviewed through source documentation so it is imperative that the Grant Manager makes sure the program files are complete and up to date.

The letter may include an *Annual Expenditure Report*, which the Grantee must complete prior to the Community Development Specialist's arrival. The necessary support documentation for all CDBG and leverage expenditures to date must be available.

The Grant Manager must arrange for an office space where the Community Development Specialist can review the files.

In addition to reviewing the project files, the Community Development Specialist



City Council Agenda Summary

Meeting Date: November 22, 2016
Item No: 8.
Department: Finance
Issue: Appropriation Approval

Summary:

The attachments amend the FY16 and FY17 Budgets with appropriations in the following funds:

FY16:

General Fund: \$ 71,032 – grant funding

FY17:

General Fund: \$ 9,902 – forfeiture funds, sale of surplus, grant, donations, reimbursements

Federal Programs: \$1,819,802 – School Federal Programs

Attachments:

Consent Agenda 11-22-16 FY16

Consent Agenda 11-22-16 FY17

Recommendations: Approve

BUDGET ADDITIONS FOR 11/22/16

<u>ORG</u>	<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>DEBIT</u>	<u>CREDIT</u>
<u>FY16</u>				
<u>General Fund:</u>				
01101916	485801	State Categorical - Shared - Comprehensive Services		71,032
01850540	505760	Comp. Services - SPED Private Day Additional funding received	71,032	
<u>Total General Fund:</u>			<u>71,032</u>	<u>71,032</u>

BUDGET ADDITIONS FOR 11/22/2016

ORG	OBJECT	DESCRIPTION	DEBIT	CREDIT
<u>FY17</u>				
<u>General Fund:</u>				
01100904	442401	Local Confiscated Assets - Police Dept		214
01311085	506118	Police Dept - Local Confiscated Assets	214	
01100904	442402	Local Confiscated Assets - Commonwealth's Attorney		214
01221082	506118	Commonwealth's Attorney - Local Confiscated Assets	214	
		Local confiscated funds		
01100905	450209	Sale of Salvage/Surplus		4,500
01438169	506007	Warehouse/Garage Complex - Rep & Maint Supplies	4,500	
		Replacement of garage bay lighting		
01101917	442701	Categorical Other - State - Fire Programs Fund		366
01321102	506110	Fire Dept - State Grant -Fire Programs	366	
		Additional grant funding received		
01100909	490104	Advance/Recovered Costs		1,526
01331108	501300	Sheriff/Corrections - Part-time & Temporary Wages	1,130	
01331108	502100	Sheriff/Corrections - Social Security	70	
01331108	502110	Sheriff/Corrections - Medicare	16	
01331108	506008	Sheriff/Corrections - Vehicle Equipment & Maint.	226	
01331110	506200	Sheriff/Annex - Prisoner Allowance	84	
		Reimbursement from Henry County for litter pickup - September		
1100908	480406	Miscellaneous Revenues - Donations/Recreation		650
1711210	506007	Recreation - Equipment & Supplies	650	
		Team Sponsor donations		
01100909	490137	Recovered Costs - Public Safety		2,432
01331108	501200	Sheriff/Corrections - Overtime	1,480	
01331108	502100	Sheriff/Corrections - Social Security	92	
01331108	502110	Sheriff/Corrections - Medicare	21	
01311085	501200	Police Department - Overtime	780	
01311085	502100	Police Department - Social Security	48	
01311085	502110	Police Department - Medicare	11	
		Off Duty Security reimbursements		
Total General Fund:			9,902	9,902
<u>School Federal Programs Fund:</u>				
20102926	401078	Title I		1,035,981
86011100	561120	Instructional S&W	625,587	
86011100	562100	Social Security	47,137	
86011100	562210	Retirement	179,370	
86011100	562300	Insurance	65,664	
86011100	562400	Life Insurance	7,050	
86011100	562520	Disability	403	
86011100	563000	Purchased Services	42,077	
86011100	565503	Travel	8,351	
86011100	566013	Materials & Supplies	20,618	
86012160	561120	Admin S & W	29,687	
86012160	562100	Social Security	2,226	
86012160	562210	Retirement	4,401	
86012160	562300	Insurance	3,045	
86012160	562400	Life Insurance	346	
86012160	562520	Disability	21	
20102926	436778	Title IIA		118,566
86111100	561120	Instructional S & W	109,944	
86111100	562100	Social Security	8,606	
86111100	566000	Materials/Supplies	16	
20102926	436586	Title III		9,691
86311100	561120	Instructional S & W	969	
86311100	563000	Purchased Services	880	
86311100	565503	Travel	1,196	
86311100	566013	Materials & Supplies	6,646	
20102926	435878	Title VI Rural Ed		44,740
86411310	561120	Instructional S & W	40,890	
86411310	562150	Social Security	2,869	
86411310	566013	Materials/Supplies	981	
20102926	417378	Title VIB IDEA Pre School		6,297
86611100	561120	Instructional S&W	5,000	
86611100	562100	Social Security	383	
86611100	566013	Materials & Supplies	914	
20102926	402778	Title VIB Flow Through		548,072
86511100	561120	Instructional S&W	121,437	
86511100	561151	Instructional S&W Aides	210,998	
86511100	562100	Social Security	20,611	
86511100	562150	Medicare	4,820	
86511100	562210	Retirement	48,203	
86511100	562300	Insurance	55,964	
86511100	562400	Life Insurance	3,956	
86511100	562520	Disability	383	
86511100	562750	retirement Credit	3,524	
86511100	563140	Purchased Services	26,491	
86511100	565503	Travel	24,649	
86511100	566013	Materials & Supplies	27,036	
20102926	404878	PERKINS		56,455
86721100	563000	Purchased Services	7,025	
86721100	565503	Travel	13,943	
86721100	566013	Materials	35,487	
Total School Federal Programs Fund:			1,819,802	1,819,802