

AGENDA--CITY COUNCIL  
CITY OF MARTINSVILLE, VIRGINIA

Council Chambers – Municipal Building  
**6:30pm Closed Session    7:00pm Regular Session**  
**Tuesday April 25, 2023**

**6:30 pm - Closed Session**

Items to be considered in Closed Session, in accordance with the Code of Virginia, Title 2.2, Chapter 37—Freedom of Information Act, Section 2.2-3711(A)—Closed Meetings, the following:

- A. Appointments to boards and commissions, as authorized by Subsection 1.
- B. 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.

**7:00 pm - Regular Session**

Pledge to the American Flag and Invocation by Council Member Pearson.

1. Hear an overview of the April 24, 2023 Northside neighborhood tour and meeting. (10 mins)
2. Hear a report from a consultant team from the University of Virginia Darden School of Business regarding their project to assess affordable financing options for Martinsville citizens and businesses. (30 mins)
3. Hear an update from Martinsville Henry County Coalition for Health and Wellness. (15 mins)
4. Consider approval of a resolution supporting a “Mixed-Use on Main Street” (MUMS) grant application to Virginia Department of Housing and Community Development for gap financing for the renovation project at 16-18 East Church Street. (10 mins)
5. Read and present a proclamation recognizing the week of May 7 through May 13, 2023 as National Correctional Officers and Employees Week in the City of Martinsville. (5 mins)
6. Consider presentation of a proclamation recognizing Friday, April 28, 2023 as National Arbor Day. (5 mins)
7. Business from the Floor -

The public comment portion of the Council meeting provides citizens the opportunity to discuss matters relevant to the operation of the City, which are not listed on the printed agenda.

Citizens who wish to participate in a meeting's public comment period may do so by emailing their comments to Karen Roberts, Clerk of Council, at [kroberts@ci.martinsville.va.us](mailto:kroberts@ci.martinsville.va.us), calling in their comments to 276-403-5182, faxing comments to 276-403-5280, or mailing comments to City of Martinsville, attn.: Karen Roberts, P.O. Drawer 1112, Martinsville, VA 24114. *Comments must be received by 12:00noon Monday April 24, 2023.* Citizens may also request to speak at the Council meeting in the same manner. Comments, or a request to speak, must be received by noon the day before a Council meeting for consideration by Council at the meeting. Any person submitting comments or requesting to speak must identify themselves by name and address, including zip code, limit their remarks to 3 minutes or less (as read aloud), address a topic of City business, and refrain from

making any personal references or accusations of a factually false and/or malicious nature. Priority for comments is given to City residents, taxpayers, and business owners. Speakers may not yield time. Groups of speakers on the same topic must designate a single representative. Comments violating these rules may not be presented at the Council meeting. Any speaker violating these rules may be removed from the podium or from the Council chamber. This policy does not apply to public hearings, at which any citizen of Martinsville may appear and speak on the subject of the public hearing.

8. Comments by members of City Council. (5 mins)
9. Comments by City Manager. (5 mins)
10. Hear a presentation of the proposed FY24 City budget. (45 mins)



## City Council Agenda Summary

**Date:** April 25, 2023

**Item No:** 1.

**Department:** City Council

**Issue:** Hear an overview of the April 24, 2023 Northside neighborhood tour and meeting.

**Summary:** A recap of the Northside neighborhood tour and neighborhood community meeting held at Chatham Heights Baptist Church on Monday, April 24, 2023 will be given.

**Attachments:** None

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

**Date:** April 25, 2023  
**Item No:** 2.  
**Department:** Community Development

**Issue:** Hear a report from a consultant team from the University of Virginia Darden School of Business regarding their project to assess affordable financing options for Martinsville citizens and businesses.

**Summary:** The City of Martinsville recently partnered with Community Consultants of Darden (CCoD) from the Darden School of Business at the University of Virginia in an effort to assess the state of affordable financing options for citizens and businesses. At the Council meeting, information will be presented on the CCoD's findings including an assessment of the cost of financing options in Martinsville compared to similar communities; a survey of available financing programs (such as a Community Development Financial Institution – CDFI) and how they might potentially impact Martinsville; and recommendations for moving forward to expand access to affordable financing.

**Attachments:** None – information will be presented at the meeting

**Recommendations:** Presented for information purposes - no action by Council is needed.



## **City Council Agenda Summary**

**Date:** April 25, 2023

**Item No:** 3.

**Department:** City Council

**Issue:** Hear an update from Martinsville Henry County Coalition for Health and Wellness.

**Summary:** Staff from Martinsville Henry County Coalition for Health and Wellness will be attending Council's meeting to provide a brief update on various programs and services being handled by the organization.

**Attachments:** None

**Recommendations:** Presented for information purposes - no action by Council is needed.



## City Council Agenda Summary

**Meeting Date:** April 25, 2023

**Item No:** 4.

**Department:** City Manager

**Issue:** Consider approval of a resolution supporting a “Mixed-Use on Main Street” (MUMS) grant application to Virginia Department of Housing and Community Development for gap financing for the renovation project at 16 – 18 East Church Street.

**Summary:** Burch Building LLC wishes to apply for a Mixed-Use on Main Street (MUMS) grant from Virginia Department of Housing and Community Development (DHCD) for \$500,000 as gap financing for the rehabilitation of 16-18 East Church Street, often referred to as “The McCollum-Ferrell Building.” This program is operated through the same office that runs the Industrial Revitalization Fund (IRF) program and the programs are very similar, except that the MUMS program is only for downtown Main Street mixed use buildings with commercial space on the first floor and residential above. The MUMS program requires a “pre-application” for verification that the project is qualified.

The pre-application was sent in January of this year and DHCD invited Martinsville to make an application on behalf of the rehab project. This is the first project in the state to receive an invitation to apply for the MUMS program, which is designed to encourage rehabilitation of multi-story buildings in the historic commercial district, with the inclusion of upper story housing.

Jeff Sadler is a managing partner of Burch Building LLC. The proposed project will result in fully renovated and modernized retail space in the traditional storefront, with up to 12 new market rate apartments and potential storage space in the basement. While the project is undergoing some design changes, it has been approved for Historic Rehabilitation Tax Credits by both Virginia Department of Historic Resources and the US Department of Interior. The total rehabilitation cost is estimated to be between \$1.7 million and \$2.1 million. Rents are expected to

range from \$850 to \$1600/month, depending on the size and location of the apartments.

If awarded, the grant will be made to Virginia Community Capital Bank, who will administer it as a low-interest loan to the project. The City will have no ongoing financial obligation for the award, but is required to be the applicant on behalf of the project and will have some ongoing reporting responsibilities until the project is complete.

**Attachments:** Resolution

**Recommendations:** Approve resolution (motion, second, and voice vote).

*Council Members*  
LC Jones, Mayor  
Aaron Rawls, Vice-Mayor  
Kathy Lawson  
Lawrence Mitchell  
Tammy Pearson



*City Manager*  
Leon E. Towarnicki  
*Clerk of Council*  
Karen Roberts

## **RESOLUTION**

### **AUTHORIZATING APPLICATION FOR \$500,000 IN FUNDING TO VIRGINIA DHCD FROM THE MIXED-USE ON MAIN STREET PROGRAM**

**WHEREAS**, building renovation efforts are currently underway at 16–18 East Church Street in Martinsville at the building known as “The McCollum-Ferrell Building,” which was once a centerpiece of regional commerce but has been empty or underused for nearly 25 years; and

**WHEREAS**, more than One Million Seven Hundred Thousand Dollars (\$1,700,000) will be spent on construction and demolition to reintroduce the building as a mixed-use project, with retail storefront space and between 8 and 12 apartments for which Martinsville has demonstrated demand; and

**WHEREAS**, the project developer, Burch Building LLC, is requesting the City’s assistance with an application to Virginia Department of Housing and Community Development for a \$500,000 grant under the Mixed-Use on Main Street program to be used, if awarded, as a low-interest loan administered by Virginia Community Capital Bank; and

**WHEREAS**, the City will have no ongoing financial liability or obligation for the award but is required to be the applicant on behalf of the project and will have ongoing reporting responsibilities until the project is complete;

**NOW THEREFORE, BE IT RESOLVED** that the City of Martinsville, Virginia, wishes to apply for \$500,000 in funding from the Mixed-Use on Main Street program at Virginia Department of Housing and Community Development to provide for a gap financing loan to enable the rehabilitation of 16–18 East Church Street, Martinsville, Virginia; and

**BE IT FURTHER RESOLVED**, that Leon Towarnicki, City Manager, is hereby authorized to sign and submit appropriate documents for the submittal of this Mixed-Use on Main Street grant application.

Attest:

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**Karen Roberts, Clerk of Council**  
**April 25, 2023**  
**Date Adopted**





## City Council Agenda Summary

**Meeting Date:** April 25, 2023

**Item No:** 5.

**Department:** City Council

**Issue:** Read and present a proclamation recognizing the week of May 7 through May 13, 2023 as National Correctional Officers and Employees Week in the City of Martinsville.

**Summary:** At the April 25<sup>th</sup> meeting, a proclamation will be read and presented recognizing the week of May 7 - 13, 2023 as National Correctional Officers and Employees Week. A representative from the Sheriff's Department will be present to accept the proclamation.

**Attachments:** Proclamation

**Recommendations:** Mayor to read and present the proclamation. No formal action by Council is necessary.



## **PROCLAMATION**

### **National Correctional Officers and Employees Week**

**WHEREAS**, in 1984, President Ronald Reagan signed Proclamation 5187, creating “National Correctional Officers’ Week” and each year the first full week in May is recognized to commemorate the contributions of correctional officers and personnel who work in jails, prisons, and community corrections across the country; and

**WHEREAS**, one of the primary goals for the City of Martinsville is to provide its citizens with an effective judicial system that concentrates on quality for all of our citizens; and

**WHEREAS**, the City of Martinsville’s dedicated correctional officers are essential to the success of our judicial process, and our correctional officers’ work includes daily exposure to a hostile environment with many of the most dangerous individuals in our society; and

**WHEREAS**, correctional officers contribute daily to the protection of our citizens by housing dangerous felons in a humane environment, often at great risk to the officers’ own protection; and

**WHEREAS**, the City of Martinsville is pleased to join with officials and distinguished correctional officers across America to recognize the achievements of these dedicated individuals. We are indebted to the International Association of Correctional Officers for continuing to emphasize the accomplishments of correctional officers worldwide;

**NOW, THEREFORE**, for these significant reasons, I, LC Jones, Mayor of the City of Martinsville, Virginia, do hereby proclaim May 7-13, 2023 as **NATIONAL CORRECTIONAL OFFICERS AND EMPLOYEES WEEK** in the City of Martinsville and commend this observance to all of our citizens.

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LC Jones  
Mayor



## City Council Agenda Summary

**Meeting Date:** April 25, 2023

**Item No:** 6.

**Department:** City Manager

**Issue:** Consider presentation of a proclamation recognizing Friday, April 28, 2023 as National Arbor Day.

**Summary:** Arbor Day is celebrated annually on the last Friday of the month of April. It is done so to remind citizens of the importance of trees and to encourage citizens to support efforts to protect, plant, and re-plant trees. As has been the practice in past years, City Council approves a proclamation observing the last Friday in April as Arbor Day in the City of Martinsville. Martinsville has consistently been recognized as a Tree City USA community, and the annual proclamation is one of the requirements to confirm the locality's commitment.

**Attachments:** Proclamation

**Recommendations:** The Mayor will read the Proclamation and present to staff.



## PROCLAMATION

**WHEREAS**, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

**WHEREAS**, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

**WHEREAS**, Arbor Day is now observed throughout the nation and the world; and

**WHEREAS**, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

**WHEREAS**, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

**WHEREAS**, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

**WHEREAS**, trees, wherever they are planted, are a source of joy and spiritual renewal;

**NOW, THEREFORE**, I, LC Jones, Mayor of the City of Martinsville, do hereby proclaim Friday, April 28, 2023 as

### **ARBOR DAY**

in the City of Martinsville, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

**FURTHER**, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

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LC Jones  
Mayor

**Date:** April 25, 2023

**Item No:** 10.

**Department:** City Manager

**Issue:** Hear a presentation of the proposed FY24 City budget.

**Summary:** The proposed FY24 budget for the City will be presented. Budget work sessions will be held on Wednesday, May 10<sup>th</sup> with City Schools, the Fire & Police departments, and capital (if time allows); on Tuesday, May 16<sup>th</sup> with certain outside agencies, City departments and constitutional offices; and on Wednesday, May 17<sup>th</sup> as a continuation of any remaining business, discussion, resolve questions as may be needed, and to wrap up. Sessions will begin at 6pm and will last until approximately 9pm in Council Chambers.

The proposed schedule calls for the budget public hearing on Tuesday, May 23<sup>rd</sup> along with adoption of the budget ordinance on first reading, followed by final approval/adoption of the budget ordinance on second reading at Council's first meeting in June, on the June 13<sup>th</sup>.

**Attachments:** None. The FY24 budget document will be presented at the April 25<sup>th</sup> meeting.

**Recommendations:** Set the FY24 budget public hearing for May 23, 2023. (motion, second, voice vote).