

AGENDA--CITY COUNCIL -- CITY OF MARTINSVILLE, VIRGINIA  
Council Chambers – Municipal Building  
**7:30 pm Regular Session**  
**Tuesday January 28, 2020**

**7:30 pm - Regular Session**

Pledge to the American Flag and Invocation by Mayor Lawson

1. Read and present a proclamation recognizing February, 2020 as Black History Month. (5 mins)
2. Hear information related to the 2020 Census project. (15 mins)
3. Hear an update from Jason Davis, Manager of Blue Ridge Regional Airport. (15 mins)
4. Hear information from the Martinsville Public Defender's Office. (15 mins)
5. Consider adoption of a resolution authorizing reversion. (5 mins)
6. Hear a summary of the City's quarterly finance report for the period ending December 31, 2019. (10mins)
7. Consider approval of the consent agenda. (5mins)
8. Business from the Floor  
**This section of the Council meeting provides citizens the opportunity to discuss matters, which are not listed on the printed agenda. Thus, any person wishing to bring a matter to Council's attention under this Section of the agenda should:**
  - (1) come to the podium and state name and address;**
  - (2) state the matter that they wish to discuss and what action they would like for Council to take;**
  - (3) limit remarks to five minutes;**
  - (4) refrain from making any personal references or accusations of a factually false and/or malicious nature.****Persons who violate these guidelines will be ruled out of order by the presiding officer and will be asked to leave the podium. Persons who refuse to comply with the direction of the presiding officer may be removed from the chambers.**
9. Comments by members of City Council. (5 minutes)
10. Comments by City Manager and City Attorney. (5 minutes)



## **City Council Agenda Summary**

**Date:** January 28, 2020

**Item No:** 1.

**Department:** City Council

**Issue:** Read and present a proclamation recognizing February, 2020 as Black History Month.

**Summary:** Since 1976, the month of February has been observed as Black History Month. A proclamation is attached acknowledging this and bringing awareness to the importance of African American history and culture in our community.

**Attachments:** Proclamation

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



## **Proclamation**

### **RECOGNIZING FEBRUARY, 2020 AS BLACK HISTORY MONTH IN THE CITY OF MARTINSVILLE**

**WHEREAS**, Dr. Carter G. Woodson, distinguished African American author, editor, scholar, and historian who is known as the “Father of Black History” founded the Association for the Study of Negro Life and History (now the Association for the Study of African American Life and History) in September, 1915, and Negro History Week in 1926, which became Black History Month in 1976, intended to encourage further research and publishing regarding African American heritage; and

**WHEREAS**, Americans of African descent have made valuable and lasting contributions to our country, our state, and our local community, achieving exceptional success in all aspects of society including business, education, politics, science, arts ; and

**WHEREAS**, in 1976 Black History Month was adopted to honor and affirm the importance of the history of African Americans and to focus on the stories and teachings of those who helped build our nation, advance the cause of civil rights and strengthen families and communities; and

**WHEREAS**, the City of Martinsville continues to work toward building an inclusive community that lives up to the American ideal of equality of educational, social, and economic opportunity for all our citizens;

**NOW, THEREFORE**, I, Kathy Lawson, Mayor, and members of Martinsville City Council do hereby proclaim the month of February, 2020 as Black History Month in the City of Martinsville and we urge all citizens to join in celebrating the significance of African American culture in its past, present, and future.

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Kathy Lawson, Mayor

**Date:** January 28, 2020

**Item No:** 2.

**Department:** City Manager

**Issue:** Hear information related to the 2020 Census project.

**Summary:** Last fall, the City and County along with a partnership with West Piedmont Planning District Commission, applied for a PUP Grant through the Harvest Foundation to fund efforts related to the 2020 Census project. Much information has been publicly provided regarding the benefits of obtaining the most accurate census count possible.

The grant has been awarded and several meetings have been held to coordinate moving forward with the census project. Mrs. Tonya Davis has been brought on board to coordinate community efforts and at Council's January 28<sup>th</sup> meeting, Mrs. Davis will provide a brief update on activities and initiatives geared toward engaging the M-HC community in the 2020 Census project.

**Attachments:** None

**Recommendations:** No action needed - presented for information purposes only.



## City Council Agenda Summary

**Date:** January 28, 2020

**Item No:** 3.

**Department:** City Manager

**Issue:** Hear an update from Jason Davis, Manager of Blue Ridge Regional Airport.

**Summary:** Mr. Davis will provide a brief summary of airport operations as well as plans for future growth and expansion.

**Attachments:** None

**Recommendations:** No action needed - presented for information purposes only.



## **City Council Agenda Summary**

**Date:** January 28, 2020

**Item No:** 4.

**Department:** City Manager

**Issue:** Hear information from the Martinsville Public Defender's Office.

**Summary:** A representative of the Martinsville Public Defender's Office will be attending Council's meeting to provide a brief overview of the operations of that office.

**Attachments:** None

**Recommendations:** No action needed - presented for information purposes only.



## City Council Agenda Summary

**Date:** January 28, 2020

**Item No:** 5.

**Department:** City Attorney

**Issue:** Consider adoption of a resolution authorizing reversion.

**Summary:** Council unanimously voted on December 10, 2019 to begin the reversion process. This resolution memorializes that decision, and is requested by the City's legal counsel for the reversion petition and litigation, Troutman Sanders.

**Attachments:** Draft resolution.

**Recommendations:** Adoption at Council's pleasure by voice vote.

# RESOLUTION

## AUTHORIZING THE INSTITUTION OF PROCEEDINGS FOR THE REVERSION OF THE CITY TO TOWN STATUS WITHIN HENRY COUNTY, VIRGINIA.

**WHEREAS** the City of Martinsville has determined that the reversion of the City to town status within Henry County would be in the best interests of the people in the City and the County and would further the interest of the Commonwealth in promoting strong and viable units of local government; and

**WHEREAS** the change to town status will not substantially impair the ability of Henry County to meet the service needs of its population; and

**WHEREAS** the reversion to town status will result in more equitable sharing of the resources and liabilities of Martinsville and Henry County; and,

**WHEREAS** the reversion of Martinsville to town status can result in fiscal savings and governmental efficiencies;

**NOW, THEREFORE, BE IT RESOLVED  
BY THE COUNCIL OF THE CITY OF MARTINSVILLE, VIRGINIA THAT:**

1. The City of Martinsville shall initiate and pursue all such procedures as may be necessary to accomplish the reversion of Martinsville to town status within Henry County, including those under Chapter 29 of Title 15.2 of the Code of Virginia (§ 15.2-2907, et seq.) and Chapter 41 of Title 15.2 of the Code of Virginia (§ 15.2-4100, et seq.);
2. Special legal counsel for the City is directed to notify the Commission on Local Government that the City intends to petition the Circuit Court of the City of Martinsville for an order granting reversion to town status;
3. The City Attorney and City Manager are authorized, with the approval of Council, to take all other such actions and to employ such special consultants as may be necessary to accomplish the objectives set forth herein; and,
4. The City Council, throughout the course of these proceedings, shall continue to work toward an amicable resolution of this matter with the appropriate officials of Henry County.

Adopted this 28<sup>th</sup> day of January, 2020.

\* \* \* \* \*

*Attest:*

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**Karen Roberts, Clerk of Council**



**Meeting Date:** January 28, 2020

**Item No:** 6.

**Department:** Finance

**Issue:** Hear a summary of the City's quarterly finance report for the period ending December 31, 2019.

**Summary:**

**FY20 – 12-31-19 Consolidated Revenue & Expenditure Report**

Exclusive of School and Special Revenue Funds, total actual revenues were \$34,057,689, which is 1.15% greater than the amount anticipated through December 31. Local Sales & Use Taxes collected were slightly greater than anticipated by \$1,957 for total receipts of \$776,812 to date. Meals Taxes collected were also greater than expected by \$97,691 for total receipts of \$1,037,691. Actual expenditures were \$36,369,919, including encumbrances, which is \$1,358,699 less than the amount anticipated for this time period.

With regard to Utility Funds, total actual revenues were \$15,791,930, less than anticipated by \$462,715. Total actual expenses, including encumbrances, were \$16,336,590, which is less than anticipated by \$620,528.

The available cash-on-hand for all City Funds was \$14,659,362, a decrease of \$222,334 over the same time period last year.

**Current Fund Balances and Cash Equivalents Report**

At the end of December, the total of fund balances and utility cash equivalents was \$19,522,434. This amount reflects an overall decrease of \$340,407 when compared to same period last fiscal year.

**Attachments:** Revenue-Expense 2<sup>nd</sup> Qtr. FY20; Combined Balance Sheet FY20 – Dec 2019

**Recommendations:** Motion to approve financial report.

City of Martinsville  
Consolidated Revenues and Expenditures  
FY20 - 12/31/2019

	<i>Budget</i>	<i>Anticipated</i>	<i>Actual YTD</i>	<i>Remaining Balance</i>	<i>Difference Ant vs. Actual</i>
<b>General Fund</b>					
Revenues	\$ 30,923,982	\$ 14,155,305	\$ 14,914,160	\$ 16,009,822	105.4%
Expenditures	33,563,006	16,781,015	16,042,843	17,520,163	95.6%
Excess (deficiency) of revenues over expenditures	\$ <u>(2,639,024)</u>	\$ <u>(2,625,710)</u>	\$ <u>(1,128,683)</u>		
	(Fund Bal contrib)				
<hr/>					
<b>Capital Funds</b>					
<b>Meals Tax</b>					
Revenues	\$ 2,250,744	\$ 1,124,582	\$ 1,196,146	\$ 1,054,598	106.4%
Expenditures	2,250,744	1,666,363	1,666,363	584,381	100.0%
Excess (deficiency) of revenues over expenditures	\$ <u>-</u>	\$ <u>(541,781)</u>	\$ <u>(470,217)</u>		
	(Fund Bal contrib)				
<b>Capital Reserve</b>					
Revenues	\$ 2,747,632	\$ 2,127,730	\$ 2,155,453	\$ 592,179	101.3%
Expenditures	2,896,917	2,324,122	2,324,122	572,795	100.0%
Excess (deficiency) of revenues over expenditures	\$ <u>(149,285)</u>	\$ <u>(196,392)</u>	\$ <u>(168,669)</u>		
<b>TOTAL CAPITAL FUNDS:</b>	\$ <u>(149,285)</u>	\$ <u>(738,173)</u>	\$ <u>(638,886)</u>		
	(Fund Bal contrib)				
<hr/>					
<b>Utility Funds</b>					
<b>Refuse Fund</b>					
Revenues	\$ 2,107,000	\$ 843,540	\$ 914,148	\$ 1,192,852	108.4%
Expenditures	2,893,837	1,532,054	1,575,824	1,318,013	102.9%
Excess (deficiency) of revenues over expenditures	\$ <u>(786,837)</u>	\$ <u>(688,514)</u>	\$ <u>(661,676)</u>		
<b>MINet/Fiber Optic Fund</b>					
Revenues	\$ 2,115,909	\$ 891,545	\$ 970,774	\$ 1,145,135	108.9%
Expenditures	2,115,909	988,777	988,606	1,127,303	100.0%
Excess (deficiency) of revenues over expenditures	\$ <u>-</u>	\$ <u>(97,232)</u>	\$ <u>(17,832)</u>		
<b>Water Fund</b>					
Revenues	\$ 3,623,565	\$ 1,810,063	\$ 1,802,087	\$ 1,821,478	99.6%
Expenditures	4,237,475	1,636,434	1,643,448	2,594,027	100.4%
Excess (deficiency) of revenues over expenditures	\$ <u>(613,910)</u>	\$ <u>173,629</u>	\$ <u>158,639</u>		
<b>Sewer Fund</b>					
Revenues	\$ 4,353,212	\$ 2,176,606	\$ 2,054,238	\$ 2,298,974	94.4%
Expenditures	5,171,129	2,498,576	2,410,550	2,760,579	96.5%
Excess (deficiency) of revenues over expenditures	\$ <u>(817,917)</u>	\$ <u>(321,970)</u>	\$ <u>(356,313)</u>		
<b>Electric Fund</b>					
Revenues	\$ 21,018,640	\$ 10,532,891	\$ 10,050,682	\$ 10,967,958	95.4%
Expenditures	22,192,740	10,301,277	9,718,162	12,474,578	94.3%
Excess (deficiency) of revenues over expenditures	\$ <u>(1,174,100)</u>	\$ <u>231,614</u>	\$ <u>332,520</u>		
<b>GRAND TOTALS FOR UTILITY FUNDS</b>					
Revenues:	\$ 33,218,326	16,254,645	\$ 15,791,930	\$ 17,426,396	97.2%
Expenditures	36,611,090	16,957,118	16,336,590	20,274,500	96.3%
Excess (deficiency) of revenues over expenditures	\$ <u>(3,392,764)</u>	\$ <u>(702,473)</u>	\$ <u>(544,660)</u>		
	(Fund Bal Contribution)				

**Consolidated Revenues and Expenditures**  
**FY20 - 12/31/2019**

	<i>Budget</i>		<i>Actual YTD</i>	<i>Remaining Balance</i>	<i>Difference Budg vs. Actual</i>
<b>Cafeteria</b>					
Revenues	\$ 1,695,606	\$	\$ 596,535	\$ 1,099,071	35.2%
Expenditures	<u>1,715,706</u>		<u>767,973</u>	947,733	44.8%
Excess (deficiency) of revenues over expenditures	\$ <u>(20,100)</u>	\$	\$ <u>(171,438)</u>		
	<i>(Fund Bal contrib)</i>				
<b>Schools</b>					
Revenues	\$ 22,415,767	\$	\$ 9,692,455	\$ 12,723,312	43.2%
Expenditures	<u>22,575,856</u>		<u>9,996,919</u>	12,578,937	44.3%
Excess (deficiency) of revenues over expenditures	\$ <u>(160,089)</u>	\$	\$ <u>(304,464)</u>		
<b>Federal Programs</b>					
Revenues	\$ 2,014,943	\$	\$ 587,623	\$ 1,427,320	29.2%
Expenditures	<u>2,014,943</u>		<u>770,587</u>	1,244,356	38.2%
Excess (deficiency) of revenues over expenditures	\$ <u>-</u>	\$	\$ <u>(182,964)</u>		
<b>TOTAL SCHOOL FUNDS:</b>	\$ <u>(180,189)</u>	\$ -	\$ <u>(658,866)</u>		
	<i>(fund bal contrib)</i>				
	<i>Budget</i>		<i>Actual YTD</i>	<i>Remaining Balance</i>	
<b>Special Revenue Funds</b>					
<b>CDBG Fund</b>					
Revenues	\$ 28,048		\$ 13,870	\$ 14,178	49.5%
Expenditures	<u>47,797</u>		<u>5,255</u>	42,542	11.0%
Excess (deficiency) of revenues over expenditures	\$ <u>(19,749)</u>		\$ <u>8,615</u>		
<b>TOTAL SPECIAL REVENUE FUNDS:</b>	\$ <u>(19,749)</u>		\$ <u>8,615</u>		
	<i>Budget</i>	<i>Anticipated</i>	<i>Actual YTD</i>	<i>Remaining Balance</i>	<i>Difference Ant vs. Actual</i>
<b>GRAND TOTALS:</b>					
<i>(excluding Schools &amp; Special Revenues)</i>					
Revenues:	\$ 69,140,684	33,662,262	\$ 34,057,689	\$ 35,082,995	101.2%
Expenditures	<u>75,321,757</u>	<u>37,728,618</u>	<u>36,369,919</u>	38,951,838	96.4%
Excess (deficiency) of revenues over expenditures	\$ <u>(6,181,073)</u>	<u>(4,066,356)</u>	\$ <u>(2,312,230)</u>		
<b>Local Sales/Use Taxes</b>	\$ 2,010,000	\$ 774,855	\$ 776,812	\$ 1,233,188	100.3%
<b>Meals Taxes</b>	\$ 1,880,000	\$ 940,000	\$ 1,037,691	\$ 842,309	110.4%

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

**City of Martinsville  
Combined Balance Sheet  
FY20 - 12/31/2019**

FUND	TOTAL ASSETS	LIABILITIES & RESERVES	CURRENT FUND BAL & CASH & EQUIV.	June 30, 2019 FUND BAL & CASH & EQUIV.	DIFFERENCE FROM FY18
GENERAL FUND	\$ 13,273,580	\$ (8,132,048)	\$ 5,141,532	\$ 5,729,400	\$ (587,868)
MEALS TAX	\$ 5,141	\$ -	\$ 5,141	\$ 475,359	\$ (470,218)
SCHOOL CAFETERIA	\$ 1,573,077	\$ (129)	\$ 1,572,948	\$ 1,744,386	\$ (171,438)
REFUSE COLLECTION FUND*	\$ 7,560,541	\$ (3,307,583)	\$ 4,252,957	\$ 5,035,497	\$ (782,540)
TELECOMMUNICATIONS	\$ 673,849	\$ (130,931)	\$ 542,917	\$ 512,753	\$ 30,164
WATER FUND*	\$ 11,335,969	\$ (8,267,842)	\$ 3,068,127	\$ 2,746,494	\$ 321,633
SEWER FUND*	\$ 23,614,271	\$ (21,876,787)	\$ 1,737,484	\$ 1,911,806	\$ (174,322)
ELECTRIC FUND*	\$ 21,760,453	\$ (19,346,965)	\$ 2,413,488	\$ 1,591,113	\$ 822,375
CAPITAL RESERVE FUND	\$ 1,170,171	\$ -	\$ 1,170,171	\$ 59,500	\$ 1,110,671
SCHOOL FUND	\$ (289,509)	\$ (14,955)	\$ (304,464)	\$ -	\$ (304,464)
SCHOOL FEDERAL PROGRAMS	\$ (156,755)	\$ (71)	\$ (156,826)	\$ (13,810)	\$ (143,016)
CDBG FUND	\$ 199,564	\$ (120,604)	\$ 78,960	\$ 70,345	\$ 8,615
<b>TOTAL</b>	<b>\$ 80,720,352</b>	<b>\$ (61,197,915)</b>	<b>\$ 19,522,435</b>	<b>\$ 19,862,843</b>	<b>\$ (340,408)</b>

\*Utility funds reported as cash equivalents, not fund balances.

<b>RESERVED FUNDS</b>					
INSURANCE TRUST FUND	\$ 274,769	\$ -	\$ 274,769	\$ 618,805	\$ (344,037)
INMATE TRUST FUND	\$ 100,616	\$ -	\$ 100,616	\$ 105,006	\$ (4,391)

**Fiduciary Agency Funds:**

05-SVRFA	\$ 29,642	\$ (3,188)	\$ 26,454	\$ 16,242	\$ 10,212
06-Dan River ASAP	\$ 311,775	\$ (209,443)	\$ 102,332	\$ 126,854	\$ (24,522)
15-PRCJTA	\$ 548,154	\$ -	\$ 548,154	\$ 309,986	\$ 238,168
30-BRRL	\$ 338,609	\$ -	\$ 338,609	\$ 266,841	\$ 71,768
<b>TOTALS:</b>	<b>\$ 1,228,181</b>	<b>\$ (212,631)</b>	<b>\$ 1,015,550</b>	<b>\$ 719,923</b>	<b>\$ 295,627</b>



## City Council Agenda Summary

**Meeting Date:** January 28, 2020

**Item No:** 7.

**Department:** Finance

**Issue:** Consider approval of the consent agenda

**Summary:** The attachment amends the FY20 budget with appropriations in the following fund:

General: \$ 33,225 – Reimbursements; Confiscated Asset Forfeitures; Grants

**Attachments:** Consent Agenda – 1-28-20

**Recommendations:** Approve.

BUDGET ADDITIONS FOR 1/28/20

ORG	OBJECT	DESCRIPTION	DEBIT	CREDIT
<b><u>BUDGET ADDITIONS</u></b>				
<b><u>FY2020</u></b>				
<b><u>General Fund:</u></b>				
01100909	490104	Advanced/Recovered Costs		17,165
01812242	506067	Misc. Expense - RADAR Transit Program Reimbursement for fuels	17,165	
01101917	442401	Categorical Other State - Confiscated Assets - PD		95
01311085	506078	Police Dept - State Asset Forfeitures Forfeited assets from Commonwealth	95	
01102926	436410	Categorical Federal - Bulletproof Vest Grant		15,965
01311085	506126	Police Dept - Body Armor/Tactical Vests Vest Grant	15,965	
<b><u>Total General Fund:</u></b>			<b><u>33,225</u></b>	<b><u>33,225</u></b>