

AGENDA--CITY COUNCIL -- CITY OF MARTINSVILLE, VIRGINIA
Council Chambers – Municipal Building
Closed Session 6:00pm 7:30pm Regular Session
Tuesday, June 27, 2017

6:00 – 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. 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.

7:30 - Regular Session

Invocation & Pledge to the American Flag – Mayor Teague

1. Present proclamations honoring Martinsville High School track and field athletes Sidney Allen and Justin Manns for winning the Virginia High School League Group 2A State Championship in their respective outdoor track and field events. (10 mins)
2. Consider adoption of a resolution regarding Workers' Compensation Coverage for Volunteer Fire/EMS members. (10 mins)
3. Hear an update from United Way Executive Director Kim Adkins. (10 mins)
4. Continue the joint public hearing with the Martinsville Planning Commission on the Zoning Ordinance update and consider approval of the ordinance on first reading. (30 mins)
5. Consider a review of the City's finance report. (5 mins)
6. Consider approval of consent agenda (2 mins)

7. 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.

8. Comments by members of City Council. (5 minutes)
9. Comments by City Manager. (5 minutes)

Meeting Date: June 27, 2017
Item No: 1.
Department: Mayor and Council

Issue: Present proclamations honoring Martinsville High School track and field athletes Sidney Allen and Justin Manns for winning the Virginia High School League Group 2A State Championship in their respective outdoor track and field events.

Summary: On Saturday, June 3, 2017, Martinsville High School seniors Sidney Allen and Justin Manns won Virginia High School League Group 2A State Championships in their respective events held at East Rockingham High School in Elkton, VA. Sidney Allen took first place in the 1600 meter run, and Justin Manns did likewise in the triple jump.

Both Sidney and Justin, along with MHS Coach Greg Dean will be at Council's meeting on June 27th.

Attachments: Proclamations honoring Martinsville High School track and field athletes Sidney Allen and Justin Manns.

Recommendations: Mayor to read and present the proclamation. No action needed by Council.



Proclamation

HONORING MARTINSVILLE HIGH SCHOOL TRACK TEAM'S JUSTIN MANNS ON WINNING THE VHSL GROUP 2A STATE CHAMPIONSHIP IN THE TRIPLE JUMP

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

WHEREAS, Justin Manns, who just graduated, participated during his senior year on Martinsville High School's track team; and

WHEREAS, At the VHSL Group 2A State Championship held at East Rockingham County High School in Elkton on Saturday, June 3, 2017, Justin finished first in the triple jump, winning his first state championship with a jump of 45 feet, 3 inches; and

WHEREAS, In addition to winning the state championship, Justin's jump of 45 feet, 3 inches set a new Martinsville High School record; and

WHEREAS, Congratulations are also due to Martinsville Head Coach Greg Dean and all outdoor track participants on a successful season;

NOW, THEREFORE, on this 27th day of June, 2017, Martinsville City Council hereby recognizes and commends Martinsville High School track athlete Justin Manns for his extraordinary achievement in winning the Virginia High School League Group 2A state championship in the triple jump and for being a source of pride for Martinsville City Schools and our entire community.

M. Gene Teague, Mayor



Proclamation

HONORING MARTINSVILLE HIGH SCHOOL TRACK TEAM'S SIDNEY ALLEN ON WINNING THE VHSL GROUP 2A STATE CHAMPIONSHIP IN THE 1600 METER RUN

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

WHEREAS, Sidney Allen, who just graduated, participated during his senior year as a distance runner on Martinsville High School's track team; and

WHEREAS, In the final race of his high school career at the VHSL Group 2A State Championship held at East Rockingham County High School in Elkton on Saturday, June 3, 2017, Sidney finished first in the 1600 meter race with a winning time of 4:26.90, winning his first state championship; and

WHEREAS, In addition to winning the state championship, during his career Sidney had multiple all-state honors in cross-country, indoor track; and various events in outdoor track; and

WHEREAS, Congratulations are also due to Martinsville Head Coach Greg Dean and all outdoor track participants on a successful season;

NOW, THEREFORE, on this 27th day of June, 2017, Martinsville City Council hereby recognizes and commends Martinsville High School track athlete Sidney Allen for his extraordinary achievement in winning the Virginia High School League Group 2A state championship in the 1600 meter race and for being a source of pride for Martinsville City Schools and our entire community.

M. Gene Teague, Mayor

Meeting Date: June 27, 2017

Item No: 2.

Department: Finance

Issue: Consider adoption of a resolution regarding Workers' Compensation Coverage for Volunteer Fire/EMS members.

Summary:

In order to provide coverage beginning in FY18 for our volunteer members of Fire and EMS, the governing body must adopt a resolution. These benefits only apply to work-related incidents during their volunteer duties.

Attachments: Resolution

Recommendations: Motion to approve resolution

Council Members
Gene Teague, Mayor
Chad Martin, Vice-Mayor
Jennifer Bowles
Sharon Brooks Hodge
Kathy Lawson



City Manager
Leon E. Towarnicki
City Attorney
Eric H. Monday
Clerk of Council
Karen Roberts

RESOLUTION FOR WORKERS' COMPENSATION COVERAGE FOR FIRE/EMS VOLUNTEERS

WHEREAS, pursuant to the Code of Virginia 65.2-101, the Workers' Compensation Act does not automatically provide coverage for volunteer members of Fire and EMS serving public entities, now therefore

BE IT RESOLVED by the Martinsville City Council on this 27th day of June, 2017, that the volunteer members of the Fire and EMS Departments of the City of Martinsville are hereby authorized to be included as employees for the purposes of the Workers' Compensation Act of the Commonwealth of Virginia and are entitled to coverage provided under said Act.

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Attest:

Karen Roberts, Clerk of Council
June 27, 2017



City Council Agenda Summary

Meeting Date: June 27, 2017

Item No: 3.

Department: City Manager

Issue: Hear an update from United Way Executive Director Kim Adkins.

Summary: United Way Executive Director Kim Adkins will provide an update on United Way's current goals, programs, and initiatives.

Attachments: None

Recommendations: No action by Council is needed – this item is presented for information purposes.

Meeting Date: June 27, 2017
Item No: 4.
Department: Community Development

Issue: Continue the joint public hearing with the Martinsville Planning Commission on the Zoning Ordinance update and consider approval of the ordinance on first reading.

Summary: At Council's June 13th meeting, a joint public hearing with the Planning Commission was held regarding the proposed updates to the City's Zoning Ordinance. After hearing a presentation on details related to the update, the public hearing was opened and there were a number of comments, suggestions, and questions from the public, the Planning Commission, and Council. Recognizing that additional review was needed on several matters, Council voted to continue the public hearing to the June 27 meeting, allowing time for the Planning Commission at their June 22nd meeting to formalize any additional recommendations and/or amendments.

Any amendments recommended by the Planning Commission to the ordinance will be presented and discussed on June 27th, and the public hearing will then be reopened. Following comments received, Council will consider approval of the ordinance (as may be amended) on first reading.

Attachments: None - information will be presented at the meeting.

Recommendation: Hear and discuss comments from the Planning Commission regarding proposed amendments to the ordinance as originally presented at Council's June 13th meeting, reopen and continue the public hearing from the June 13th meeting, and consider adoption of the ordinance as presented or with amendments resulting from the public hearing comments. Approval on second reading will occur at Council's July 11th meeting.

Meeting Date: June 27, 2017

Item No: 5.

Department: Finance

Issue: Financial Report

Summary:

FY17 – 5/31/17 - Revenues & Expenditures; Combined Balance Sheet

Exclusive of School and Special Revenue Funds, actual revenues were \$55,281,805, 4.3% greater than the amount anticipated through May 31. Local Sales & Use Taxes collected were greater than anticipated by \$39,623 for total receipts of \$1,705,315 to date; Meals Taxes collected were also greater than expected by \$39,816, for total receipts of \$1,585,116. Total Utility Fund revenues were \$28,059,627, less than anticipated by \$736,512, due in large part to the mild weather experienced during this fiscal year and its impact on utility bills.

Total actual expenditures were \$54,466,831, including encumbrances, which is \$2.4 million less than the amount anticipated for this time period, again mostly due to weather-related issues, personnel transitions, and other miscellaneous delays. Funding for projects budgeted but incomplete by the end of the fiscal year will be requested for re-appropriation in the fall.

As of May 31st, the total Combined Fund Balance and Utility Cash/Cash Equivalent was \$18,333,420, a 2.4% decrease from FY16 year-end of \$18,786,613.

The available cash-on-hand for all City Funds was \$17,235,672, an increase of \$1,638,227 over the same time period last year.

Attachments: Revenue – Expense Report 5-31-17

Combined Balance Sheet 5-31-17

Recommendations: Motion to approve financial report.

**City of Martinsville
Combined Balance Sheet
FY17 - 05/31/17**

FUND	TOTAL ASSETS	LIABILITIES &RESERVES	CURRENT FUND BAL & CASH & EQUIV.	JUNE 30, 2016 FUND BAL & CASH & EQUIV.	DIFFERENCE FROM FY16
GENERAL FUND	\$ 10,758,609	\$ (4,990,128)	\$ 5,768,481	\$ 6,809,939	\$ (1,041,458)
MEALS TAX	\$ 281,973	\$ -	\$ 281,973	\$ 844,678	\$ (562,705)
SCHOOL CAFETERIA	\$ 1,308,001	\$ (130)	\$ 1,307,871	\$ 1,149,493	\$ 158,379
REFUSE COLLECTION FUND	\$ 5,773,608	\$ (2,291,021)	\$ 3,482,587	\$ 5,328,983	\$ (1,846,396)
TELECOMMUNICATIONS	\$ 115,528	\$ (63,334)	\$ 52,195	\$ (41,622)	\$ 93,816
WATER FUND	\$ 5,865,691	\$ (2,443,250)	\$ 3,422,441	\$ 1,911,240	\$ 1,511,201
SEWER FUND	\$ 3,033,642	\$ (659,490)	\$ 2,374,153	\$ 1,681,392	\$ 692,761
ELECTRIC FUND	\$ 6,382,319	\$ (5,091,513)	\$ 1,290,806	\$ 440,887	\$ 849,919
CAPITAL RESERVE FUND	\$ 456,965	\$ -	\$ 456,965	\$ 579,687	\$ (122,722)
SCHOOL FUND	\$ 18,901	\$ (38,342)	\$ (19,441)	\$ -	\$ (19,441)
SCHOOL FEDERAL PROGRAMS	\$ (96,694)	\$ (71)	\$ (96,765)	\$ 78,554	\$ (175,319)
CDBG FUND	\$ 162,737	\$ (150,583)	\$ 12,154	\$ 3,382	\$ 8,772
TOTAL	\$ 34,061,281	\$ (15,727,861)	\$ 18,333,420	\$ 18,786,613	\$ (453,193)

RESERVED FUNDS

INSURANCE TRUST FUND	\$ 212,585	\$ -	\$ 212,585	\$ 465,476	\$ (252,891)
INMATE TRUST FUND	\$ 58,144	\$ -	\$ 58,144	\$ 177,546	\$ (119,402)

Fiduciary Agency Funds:

05-SVRFA	\$ 27,582	\$ (644)	\$ 26,938	\$ (2,338)	\$ 29,276
06-Dan River ASAP	\$ 390,638	\$ (208,574)	\$ 182,064	\$ 209,706	\$ (27,642)
15-PRCJTA	\$ 332,542	\$ -	\$ 332,542	\$ 334,814	\$ (2,271)
30-BRRL	\$ 360,494	\$ -	\$ 360,494	\$ 102,217	\$ 258,277
TOTALS:	\$ 1,111,256	\$ (209,219)	\$ 902,038	\$ 644,399	\$ 257,639

City of Martinsville
Consolidated Revenues and Expenditures
FY17 - 5/31/17

	<i>Budget</i>	<i>Anticipated</i>	<i>Actual YTD</i>	<i>Remaining Balance</i>	<i>Difference Ant vs. Actual</i>
General Fund					
Revenues	\$ 28,348,894	\$ 21,402,559	\$ 24,408,053	\$ 3,940,841	114.0%
Expenditures	<u>32,116,530</u>	<u>27,110,238</u>	<u>25,885,556</u>	6,230,974	95.5%
Excess (deficiency) of revenues over expenditures	<u>\$ (3,767,636)</u>	<u>\$ (5,707,679)</u>	<u>\$ (1,477,503)</u>		
	(Fund Bal contrib)				
Capital Funds					
Meals Tax					
Revenues	\$ 2,068,373	\$ 1,729,289	\$ 1,769,105	\$ 299,268	102.3%
Expenditures	<u>2,668,373</u>	<u>2,331,811</u>	<u>2,331,811</u>	336,562	100.0%
Excess (deficiency) of revenues over expenditures	<u>\$ (600,000)</u>	<u>\$ (602,522)</u>	<u>\$ (562,705)</u>		
Capital Reserve					
Revenues	\$ 1,359,120	\$ 1,085,367	\$ 1,045,021	\$ 314,099	96.3%
Expenditures	<u>1,764,685</u>	<u>1,455,492</u>	<u>1,455,492</u>	309,193	100.0%
Excess (deficiency) of revenues over expenditures	<u>\$ (405,565)</u>	<u>\$ (370,125)</u>	<u>\$ (410,471)</u>		
TOTAL CAPITAL FUNDS:	<u>\$ (1,005,565)</u>	<u>\$ (972,647)</u>	<u>\$ (973,176)</u>		
	(Fund Bal contrib)				
Refuse Fund					
Revenues	\$ 2,205,000	\$ 1,848,974	\$ 2,130,685	\$ 74,315	115.2%
Expenditures	<u>2,527,500</u>	<u>1,979,766</u>	<u>1,872,114</u>	655,386	94.6%
Excess (deficiency) of revenues over expenditures	<u>\$ (322,500)</u>	<u>\$ (130,792)</u>	<u>\$ 258,571</u>		
MINet/Fiber Optic Fund					
Revenues	\$ 1,714,075	\$ 1,406,694	\$ 1,520,600	\$ 193,475	108.1%
Expenditures	<u>1,744,800</u>	<u>1,162,281</u>	<u>1,458,621</u>	286,179	125.5%
Excess (deficiency) of revenues over expenditures	<u>\$ (30,725)</u>	<u>\$ 244,413</u>	<u>\$ 61,979</u>		
Water Fund					
Revenues	\$ 3,598,751	\$ 3,311,226	\$ 3,282,290	\$ 316,461	99.1%
Expenditures	<u>4,343,421</u>	<u>2,578,459</u>	<u>2,361,816</u>	1,981,605	91.6%
Excess (deficiency) of revenues over expenditures	<u>\$ (744,670)</u>	<u>\$ 732,767</u>	<u>\$ 920,473</u>		
Sewer Fund					
Revenues	\$ 4,230,512	\$ 3,892,071	\$ 3,887,396	\$ 343,116	99.9%
Expenditures	<u>4,706,715</u>	<u>3,132,767</u>	<u>3,184,905</u>	1,521,810	101.7%
Excess (deficiency) of revenues over expenditures	<u>\$ (476,203)</u>	<u>\$ 759,304</u>	<u>\$ 702,490</u>		
Electric Fund					
Revenues	\$ 19,924,740	\$ 18,337,174	\$ 17,238,656	\$ 2,686,084	94.0%
Expenditures	<u>20,494,740</u>	<u>17,170,939</u>	<u>15,916,516</u>	4,578,224	92.7%
Excess (deficiency) of revenues over expenditures	<u>\$ (570,000)</u>	<u>\$ 1,166,235</u>	<u>\$ 1,322,140</u>		
TOTAL UTILITY FUNDS:	<u>\$ (2,113,373)</u>	<u>\$ 2,527,514</u>	<u>\$ 3,203,674</u>		
	(Fund Bal contrib)				

Consolidated Revenues and Expenditures					
FY17 - 5/31/17					
	Budget		Actual YTD	Remaining Balance	Difference Budg vs. Actual
Cafeteria					
Revenues	\$ 1,447,543	\$	\$ 1,479,411	\$ (31,868)	102.2%
Expenditures	<u>1,517,543</u>		<u>1,321,032</u>	196,511	87.1%
Excess (deficiency) of revenues over expenditures	<u><u>(70,000)</u></u>	\$	<u><u>158,379</u></u>		
Schools					
Revenues	\$ 23,852,102	\$	\$ 18,649,140	\$ 5,202,962	78.2%
Expenditures	<u>23,852,102</u>		<u>18,816,385</u>	5,035,717	78.9%
Excess (deficiency) of revenues over expenditures	<u><u>-</u></u>	\$	<u><u>(167,245)</u></u>		
Federal Programs					
Revenues	\$ 1,819,804	\$	\$ 1,421,797	\$ 398,007	
Expenditures	<u>1,819,804</u>		<u>1,605,802</u>	214,002	
Excess (deficiency) of revenues over expenditures	<u><u>-</u></u>	\$	<u><u>(184,006)</u></u>		
TOTAL SCHOOL FUNDS:	<u><u>\$ (70,000)</u></u>	<u><u>\$ -</u></u>	<u><u>\$ (192,872)</u></u>		
	(fund bal contrib)				
	Budget		Actual YTD	Remaining Balance	
Special Revenue Funds					
CDBG Fund					
Revenues	\$ 94,753		\$ 394,756	\$ (300,003)	416.6%
Expenditures	<u>784,666</u>		<u>542,212</u>	242,454	69.1%
Excess (deficiency) of revenues over expenditures	<u><u>(689,913)</u></u>		<u><u>(147,456)</u></u>		
TOTAL SPECIAL REVENUE FUNDS:	<u><u>\$ (689,913)</u></u>		<u><u>\$ (147,456)</u></u>		
	Budget	Anticipated	Actual YTD	Remaining Balance	Difference Ant vs. Actual
GRAND TOTALS:					
<i>(excluding Schools & Special Revenues)</i>					
Revenues:	\$ 63,449,465	53,013,354	\$ 55,281,805	\$ 8,167,660	104.3%
Expenditures	<u>70,366,764</u>	<u>56,921,753</u>	<u>54,466,831</u>	15,899,933	95.7%
Excess (deficiency) of revenues over expenditures	<u><u>(6,917,299)</u></u>	<u><u>(3,908,399)</u></u>	<u><u>814,974</u></u>		
Local Sales/Use Taxes	<u><u>\$ 2,020,000</u></u>	<u><u>\$ 1,665,692</u></u>	<u><u>\$ 1,705,315</u></u>	<u><u>\$ 314,685</u></u>	<u><u>102.4%</u></u>
Meals Taxes	<u><u>\$ 1,700,000</u></u>	<u><u>\$ 1,545,300</u></u>	<u><u>\$ 1,585,116</u></u>	<u><u>\$ 114,884</u></u>	<u><u>102.6%</u></u>

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

Meeting Date: June 27, 2017
Item No: 6.
Department: Finance
Issue: Consent Agenda - Appropriation Approval

Summary:

Item #1 –

The attachment amends the FY17 Budget with appropriations in the following funds:

FY17:

General Fund: \$ 33,128 – reimbursements, asset forfeitures, & grant funds
Telecom Fund: \$102,292 – recovered costs

Item #2 –

BPOL Refund: \$ 3,028.14 – proration of partial year business license

Attachments:

Consent Agenda 6-27-17

Recommendations: Approve

BUDGET ADDITIONS FOR 06/27/17

ORG	OBJECT	DESCRIPTION	DEBIT	CREDIT
<u>FY17</u>				
<u>General Fund:</u>				
01101918	443312	State Grant - JAG/LLEBG - Police		1,341
01311085	506082	Police - Byrne/JAG Grant Program	1,341	
01102925	436103	Non-Categorical Federal Grant - Byrne Grant		22,521
1311085	506082	Police - Byrne/JAG Grant Program Police grant programs funding	22,521	
01100909	490104	Advance/Recovered Costs		1,946
01331108	501300	Sheriff/Corrections - Part-time & Temporary Wages	1,440	
01331108	502100	Sheriff/Corrections - Social Security	89	
01331108	502110	Sheriff/Corrections - Medicare	21	
01331108	506008	Sheriff/Corrections - Vehicle Equipment & Maint.	288	
01331110	506200	Sheriff/Annex - Prisoner Allowance Reimbursement from Henry County for litter pickup - May	108	
01101917	442402	Categorical Other State - Confiscated Assets - Comm. Attorney		149
01221082	506105	Commonwealth's Attorney - State Confiscated Assets	149	
01101917	442401	Categorical Other State - Confiscated Assets - Police		432
01311085	506078	Police Dept - Conf Assets State State Asset Forfeiture Proceeds	432	
01101917	442701	Categorical Other State - Fire Programs		4,485
01321102	506110	Fire Dept. - State Grant/Fire Programs Additional grant funding	4,485	
01100908	480420	Misc - Donations/Senior Services		575
01714212	506016	Senior Services - Program Supplies Reimbursement from Henry County Senior Healthfair building rental	575	
01100909	490801	Recovered Costs - Senior Services		1,679
01714212	501300	Senior Citizens - Part-time Wages	1,068	
01714212	502100	Senior Citizens - Social Security	66	
01714212	502110	Senior Citizens - Medicare	16	
01714212	506049	Senior Citizens - Vehicle Fuels Transportation Grant - April & May	529	
Total General Fund:			33,128	33,128
<u>Telecom Fund:</u>				
11100909	490104	Recovered Costs		21,727
11315308	506007	Repair & Maintenance Supplies Insurance payment for lightning strike repairs	21,727	
11100909	490104	Recovered Costs		80,565
11315308	505020	FCC/Telecom Fees Reimbursement of FCC fees	80,565	
Total Telecom Fund:			102,292	102,292