

AGENDA--CITY COUNCIL  
CITY OF MARTINSVILLE, VIRGINIA

Council Chambers – Municipal Building  
**7:15pm Closed Session      7:30pm Regular Session**  
**Tuesday October 13, 2020**

**7:15 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.

**7:30 pm - Regular Session**

Pledge to the American Flag and Invocation by Mayor Lawson

1. Approve minutes from the September 8, 2020 and September 22, 2020 Council Meetings. (5 mins)
2. Hear an update from Boys and Girls Clubs of the Blue Ridge. (15 mins)
3. Hear an update from United Way. (15 mins)
4. Hear a presentation regarding information related to a comprehensive housing market study and needs analysis for the Martinsville-Henry County area. (15 mins)
5. Consider adoption on first reading, Ordinance 2020-4 increasing Courthouse security fee from \$10 to \$20. (10 mins)
6. Consider approval of Consent Agenda. (5 mins)
7. Business from the Floor - CANCELLED  
As a result of COVID-19 issues, business from the floor will not occur at City Council meetings until further notice. Citizens desiring to present comments for Council's consideration may do so by emailing the comments to Karen Roberts, Clerk of Council at [kroberts@ci.martinsville.va.us](mailto:kroberts@ci.martinsville.va.us), calling in the 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 noon, October 13 for consideration by Council at this meeting.
8. Comments by members of City Council. (5 minutes)
9. Comments by City Manager and City Attorney. (5 minutes)



## **City Council Agenda Summary**

**Meeting Date:** October 13, 2020

**Item No:** 1.

**Department:** Clerk of Council

**Issue:** Consider approval of minutes

**Summary:** None

**Attachments:** September 8, 2020 Council Meeting  
September 22, 2020 Council Meeting

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



## **City Council Agenda Summary**

**Meeting Date:** October 13, 2020

**Item No:** 2.

**Department:** City Manager

**Issue:** Hear an update from Boys and Girls Clubs of the Blue Ridge.

**Summary:** Joanie Petty, Executive Director of Boys and Girls Clubs of the Blue Ridge will be attending Council's meeting and providing an update on various programs and activities being handled by the organization.

**Attachment:** None

**Recommendation:** No action needed – presented for information purposes.



## **City Council Agenda Summary**

**Meeting Date:** October 13, 2020

**Item No:** 3.

**Department:** City Manager

**Issue:** Hear an update from United Way.

**Summary:** Phil Wenkstern, Executive Director of United Way of Henry County & Martinsville will be attending Council's meeting and providing an update on various programs and activities being handled through United Way.

**Attachment:** None

**Recommendation:** No action needed – presented for information purposes.

**Meeting Date:** October 13, 2020

**Item No:** 4.

**Department:** City Manager

**Issue:** Hear a presentation regarding information related to a comprehensive housing market study and needs analysis for the Martinsville-Henry County area.

**Summary:** As a follow-up to the Housing Summit held in July, 2019, a grant application was submitted in the fall of 2019 to VHDA, for funding to conduct a comprehensive housing market study and needs analysis for the M-HC area. At the Summit, much information was presented confirming an older housing stock and very little relatively new residential construction, along with information intended to convey a demand for new and upgraded housing stock. The market study was deemed to be a critical component of that effort and was needed to provide data to potential developers to support both the demand and range of rents that might be achievable with new construction.

The grant was awarded and a comprehensive Martinsville -Henry County area housing market study and needs analysis was conducted by Novogradac Consulting, LLP during the spring/early summer of 2020. The work plan provided with the grant application includes several key elements – completion of the study; presentation of the results to the local governing bodies; and development of marketing materials to provide real estate and development professionals with information that can then be used to promote area housing development.

The study is a lengthy and comprehensive document and a brief summary will be presented at the Council meeting.

**Attachment:** None

**Recommendation:** No action needed – presented for information purposes.



## City Council Agenda Summary

**Date:** October 13, 2020

**Item No:** 5.

**Department:** City Attorney

**Issue:** Consider adoption on first reading, Ordinance 2020-4, increasing Courthouse security fee from \$10 to \$20.

**Summary:** Effective July 1, the General Assembly authorized localities to increase this fee, which is levied on anyone convicted of criminal or traffic offenses, and which helps fund courthouse security. The General District Court Clerk has requested this be enacted, and Henry County has already done so. The last increase occurred in 2007, from \$5 to \$10.

**Attachments:** Draft ordinance 2020-4

**Recommendations:** Discussion, possible amendment. Adoption on first reading at Council's pleasure, by roll call vote.

**CITY OF MARTINSVILLE, VIRGINIA**

**ORDINANCE NO. 2020-4**

**INCREASING COURTHOUSE SECURITY ASSESMENT**

*BE IT ORDAINED by the Council of the City of Martinsville, Virginia, in Regular Session held on October 27, 2020, that Section 1-16 of the City Code is hereby enacted, to read as follows:*

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**Sec. 1-16. - Special assessment for funding of courthouse security personnel as part of costs in criminal and traffic cases.**

~~Ten dollars (\$10.00)~~ *Twenty dollars (\$20.00)* shall be assessed as part of the costs in each criminal and traffic case in the general district court of the city or in the circuit court of the city in which the defendant is convicted of a violation of any statute or ordinance, pursuant to the provisions of section 53.1-120D of the 1950 Code of Virginia, as amended. Such assessment shall be collected by the clerk of court in which the case is heard, remitted to the city treasurer and held by such treasurer subject to appropriation by this council to the sheriff's office for the funding of courthouse security personnel. This assessment shall be in addition to all other costs prescribed by law.

(Ord. No. 2002-2, 5-14-2002; Ord. No. 2007-02, 6-5-2007)

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*Attest:*

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**Karen Roberts, Clerk of Council**

**Meeting Date:** October 13, 2020

**Item No:** 6.

**Department:** Finance

**Issue:** Consent Agenda

**Summary:**

**ITEM #1:**

The attachment amends the FY20 and FY21 budgets with appropriations in the following funds:

**FY20**

General Fund: \$ 224,914 - Reimbursements

**FY21**

General Fund: \$ 13,672 – Grant

**ITEM #2:**

Re-appropriation of Funds from FY20 to FY21 Budget by fund as follows:

General:	\$ 729,257
Water:	\$ 115,340
Sewer:	\$ 6,165
Electric:	\$ 157,000
Capital Reserve:	\$ 803,475
CDBG:	\$ 20,235
School Operations:	\$ 318,790
Total Requests:	\$2,150,352

**Attachments:**

Consent Agenda 10-13-20

Consent Agenda 10-13-20 Re-appropriations

**Recommendations:** Approve

BUDGET ADDITIONS FOR 10/13/20

ORG	OBJECT	DESCRIPTION	DEBIT	CREDIT
<b>BUDGET ADDITIONS</b>				
<b><u>FY2020</u></b>				
<b>General Fund:</b>				
01101917	442810	Categorical Other State - Highway Projects		224,914
01420152	508220	VDOT - Highway - Physical Plant Expansion Highway project reimbursements	224,914	
<b>Total General Fund:</b>			<b>224,914</b>	<b>224,914</b>
<b><u>FY2021</u></b>				
<b>General Fund:</b>				
01101917	442701	Categorical Other State - Fire Programs		13,672
01321102	506110	Fire Department - State Grant/Fire Programs Funding rec'd in excess of budgeted amount	13,672	
<b>Total General Fund:</b>			<b>13,672</b>	<b>13,672</b>

**RE-APPROPRIATIONS FY20 INTO FY21**

**DEPARTMENTAL REQUESTS**

ORG CODE	OBJECT	DEPARTMENT	ACCOUNT DESCRIPTION	DEBIT	CREDIT	
<b>GENERAL FUND</b>						
01103938	462101		Contribution From Fund Balance		\$ 729,257	
01217078	506047	Sheriff - Courts	Project Life Saver	\$ 3,229		rollover of prior years' appropriated donations
01221082	506118	Commonwealth's Attorney	Local - Confiscated Assets	\$ 627		forfeiture funds - carry-over
01311085	506078	Police	State - Confiscated Assets	\$ 78,103		forfeiture funds - carry-over
01311085	506079	Police	Federal - Confiscated Assets	\$ 144,053		forfeiture funds - carry-over
01311085	506118	Police	Local - Confiscated Assets	\$ 39,379		forfeiture funds - carry-over
01311085	506139	Police	E-Summons Equipment	\$ 42,323		dedicated e-summons funding (48724py+7314rev-13715exp)
01321102	506110	Fire	Fire Programs	\$ 14,062		grant funding
01321102	506130	Fire	Maintenance for Burn Building	\$ 4,657		ongoing project - funded through reimbursements
01322105	506114	EMS	Four for Life	\$ 20,236		grant funding
01334122	506133	Safety	Siren Supplies	\$ 10,656		incomplete projects - repairs
01341135	506300	Inspections	Demolition	\$ 27,375		incomplete projects - demolition contract
01413145	503185	Street Maintenance	Prof.Service-Street Resurfacing	\$ 221,653		continuing program - paving
01413147	506010	Traffic Signals	Traffic Signal Maintenance	\$ 14,800		incomplete project - mast arm pole
01413148	506010	Street Cleaning	Supplies	\$ 2,444		incomplete project - supplies for Gateway replacement
01812242	503600	Misc Exp	Grant Program-Misc Business Dev	\$ 105,660		ongoing program for local business development
<b>WATER FUND</b>						
12103938	462101		Contribution From Fund Balance		\$ 115,340	
12541311	506016	Water Plant	Water Testing	\$ 2,340		incomplete project - sampling contract
12542312	506104	Reservoir	Non-Capital Equipment	\$ 5,000		incomplete project - dock/cover
12542312	508220	Reservoir	Physical Plant Expansion	\$ 108,000		ongoing projects
<b>SEWER FUND</b>						
13103938	462101		Contribution From Fund Balance		\$ 6,165	
13550325	508220	Wastewater Plant	Physical Plant Expansion	\$ 6,165		incomplete project - repair sludge building
<b>ELECTRIC FUND</b>						
14103938	462101		Contribution From Fund Balance		\$ 157,000	
14564339	508205	Electric Construction	Motor Vehicles/Equipment	\$ 125,000		incomplete project - truck replacement
14563338	508236	Electric Maintenance	SCADA System	\$ 19,500		incomplete project - upgrade of SCADA system
14564339	506430	Electric Construction	Street Lighting	\$ 12,500		ongoing project

**CAPITAL RESERVE FUND**

16103938	462101		Contribution From Fund Balance		\$	803,475	
16572362	508080	Tools/Equipment	Fire Dept	\$	1,468		incomplete project - radio study
16575365	508075	Vehicles	Police Dept.	\$	21,952		incomplete project - replace totalled patrol car
16575365	508080	Vehicles	Fire Dept	\$	531,663		incomplete project - fire truck
16575365	508105	Vehicles	Public Works	\$	129,299		incomplete projects - pickup & dump truck
16575365	508085	Vehicles	Sheriff	\$	29,005		incomplete purchase
16577367	508080	Physical Plant Expansion	Fire Dept	\$	21,800		incomplete project - station updating
16579369	508209	School Projects Reserve	School Projects	\$	68,288		funding reserved for school capital projects

**CDBG FUND**

47103938	462101		Contribution From Fund Balance		\$	20,325	
47913297	506100	General Expense	Admin/Misc expenses	\$	20,325		accumulated program income

**TOTAL CITY FUNDS:****\$ 1,831,562****SCHOOL FUNDS**

18100938	410510		Ops/Contrib from Fund Balance		\$	318,790	
71001300	563000	VTSS	Purchased Services	\$	5,274		VTSS/PBIS Grant Balance
71001210	565800	Guidance	Miscellaneous	\$	3,968		VFHY Grant
71001210	566000	Guidance	Materials & Supplies	\$	2,182		VFHY Grant
85001009	563000	Healthnet	Purchased Services	\$	12,976		UVA Telehealth Grant
85001009	566056	Healthnet	Non-Capital Equip	\$	4,448		UVA Telehealth Grant
81621310	561120	Support Staff	Instructional S & W	\$	5,657		Harvest Grant
81621310	562100	Support Staff	Social Security	\$	349		Harvest Grant
81621310	563142	Support Staff	Professional Development	\$	17,204		Harvest Grant
81621310	565503	Support Staff	Travel	\$	5,069		Harvest Grant
81631310	561120	Support Staff	Instructional S & W	\$	5,657		Harvest Grant
81631310	562100	Support Staff	Social Security	\$	349		Harvest Grant
81631310	563142	Support Staff	Professional Development	\$	17,204		Harvest Grant
81631310	565503	Support Staff	Travel	\$	5,069		Harvest Grant
81021310	566020	Support Staff	Textbooks & Workbooks	\$	126,052		Textbook Fund
81031310	566020	Support Staff	Textbooks & Workbooks	\$	58,760		Textbook Fund
80003400	568100	Vehicle Maintenance	Capital Outlay Replacement	\$	48,572		Equipment Sales & Insurance: Special Ed Van; totalled fleet car.

**TOTAL SCHOOL FUNDS:****\$ 318,790****TOTAL RE-APPROPRIATIONS FROM FY20 TO FY21****\$ 2,150,352**