



City Council

Tuesday, February 25, 2025 - 6:00 PM

Regular Meeting

Martinsville Municipal Building

55 W Church St. Martinsville, VA

AGENDA

Closed Session - 5pm, Room 208; Municipal Building

- a. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or, on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter. In relation to Retirees', Baig, and Mook lawsuits.

Work Session - 6pm, Rm 208; Municipal Building

1. Discuss Consent Agenda Items

- a. Discuss and Consider February 18, 2025 Council Meeting Minutes
- b. Discuss and Consider Request for Aid To Localities (ATL) Grant Reappropriation
- c. Discuss and Consider Request for 'Four for Life' Grant Reappropriation
- d. Discuss and Consider Resolution Establishing Charter Review Committee
- e. Discuss and Consider FY24 Appropriations

2. Briefings and Presentations

- a. Foothills of the Blue Ridge Outdoor Recreation Plan
- b. Grant Policy Presentation

Regular Session - 7pm, Council Chambers

3. Call to Order

4. Pledge to the American Flag

5. Invocation

6. Presentations and Proclamations

- a. Presentation of Demo List and Process

7. Consent Agenda

- a. Discuss and Consider February 18, 2025 Council Meeting Minutes
- b. Discuss and Consider Request for ATL Grant Reappropriation
- c. Discuss and Consider Request for 'Four for Life' Grant Reappropriation
- d. Discuss and Consider Resolution Establishing Charter Review Committee
- e. Discuss and Consider FY24 Appropriations

8. Public Hearing

9. Regular Agenda or New Business

None

10. Take any action necessary as a result of the Executive Session.

None

11. City Hall Reporting & Announcements

- a. Financial Update
- b. Public Information Officer

12. Communications from Visitors / Business from the Floor

Description: The purpose of City Council Meetings is to conduct the City's Business. City Council allows for public comment, limited to matters on which the Council has the power and authority to act and are not listed on the printed agenda. Participation: Citizens who wish to participate in a meeting's public comment period may do so by signing up at the podium at the entrance prior to the beginning of the meeting, emailing their comments to Peyton Nibblett, Deputy City Clerk, at pnibblett@martinsvilleva.gov, calling in their comments to 276-403-5196, or mailing comments to the City of Martinsville, attn.: Peyton Nibblett, P.O. Box 1112, Martinsville, VA 24114 (a.) Comments, or a request to speak, must be received by noon the day before a Council meeting for consideration by the Council at the meeting. (b.) Any person submitting comments or requesting to speak must identify themselves by name and address, including zip code. (c.)Remarks are to be limited 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. (d.) Priority for comments is given to City residents, taxpayers, and business owners. (e.) Speakers may not yield time. (f.) Groups of speakers on the same topic must designate a single representative. Comments violating these rules may not be presented at the Council meeting. (g.)Any speaker violating these rules may be removed from the podium or from the Council Chamber. (h.) 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.

13. Comments by Members of City Council

14. Communications

- a. Comments from City Manager

15. Adjournment



STAFF REPORT

TO: City Council

FROM: Peyton Nibblett, Deputy City Clerk

SUBJECT: Discuss and Consider February 18, 2025 Council Meeting Minutes

STAFF/ DEPARTMENT RESPONSIBLE: City Management

MEETING DATE: February 25, 2025

BACKGROUND/HISTORY:

City Council must approve of any and all City Council meeting minutes before they are logged into City records.

POLICY EXPLANATION:

FISCAL IMPACT/FUNDING SOURCE:

Available Budget:

Purchase Amount:

ACTION REQUESTED/ALTERNATIVES

1. City Council Approve
2. City Council Do Not Approve
3. Any other action as determined appropriate by Council

ATTACHMENTS:

1.	February 18th 2025 Minutes
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MINUTES -- CITY COUNCIL CITY OF MARTINSVILLE, VIRGINIA

Tuesday, February 18th, 2025

5:00 pm - Closed, Executive Session Meeting

Room 208, Municipal Building

Present: Jones, Lawson, Mei, Gravely.

Absent: Rawls.

A Closed meeting of the City of Martinsville, Virginia's Council, was held on February 18, 2025, at 5:00 PM in Conference Room 208, Martinsville Municipal Building, Martinsville, VA. Council Members participating included Vice Mayor, Kathy Lawson; Julian Mei, Rayshaun Gravely, and Mayor Jones. Council Member, Aaron Rawls was absent. Staff present included City Manager, Aretha Ferrell-Benavides; Assistant to the City Manager, Peyton Nibblett, City Attorney Designee and Interim Managing Director of Development, Eric Payne; Outside Legal Counsel, Stephen Durbin; Chief Operating Officer, Edena Reese-Atmore; and Managing Director of Public Works, Greg Maggard. Mayor Jones called the meeting to order and advised Council would go into Closed Session beginning at 5:00 PM. In accordance with the Code of Virginia, Title 2.2 Chapter 37, Freedom of Information Act and upon a motion by Council Member Lawson and seconded by Council Member Mei with the following 4-0 recorded vote: Council Member Mei, aye; Mayor Jones, aye; Vice Mayor Lawson, aye; Council Member Gravely, aye. Council convened in Closed Session to discuss the following matters:

- a. Discussion, consideration, or interviews of prospective candidates for appointment in relation to Martinsville Land Bank Authority and Charter Review Committee.
- b. Discussion or 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. In relation to Building Show-Cause Litigation.

6:00 pm - Work Session

Room 208, Municipal Building

Present: Jones, Lawson, Mei, Gravely, Rawls.

Discuss Consent Agenda Items

- a. Council discussed January 28th 2025 City Council Meeting Minutes.



MINUTES -- CITY COUNCIL CITY OF MARTINSVILLE, VIRGINIA

2. Briefings and Presentations

- a. A Briefing on Outside Agencies was given by Director of Budget & Procurement, Robert Floyd. The briefing contained information in regards to the submitted applications.

3. Refuse Ordinance Workshop with Planning Commission

- A. Uptown Businesses currently receive five-days a week trash pickup which goes against the set City policy of Trash pickup two-days a week. This causes a budget shortfall that the refuse ordinance seeks to correct. In addition, the refuse ordinance seeks to correct the accessibility and safety of City streets and sidewalks. The City of Martinsville Planning Commission recommended adding dumpsters for high-use and multi-family housing, rather than enforcing city-wide and trash pick-up three days a week. The City Manager pitched the idea of rolling out dumpsters to pilot areas to observe the effect and necessary additions or revisions to the service.

7:00 pm - Regular Session

City Council Chambers, Municipal Building

Present: Jones, Lawson, Mei, Gravely, Rawls.

1. Call to Order

Mayor Jones called the meeting to order beginning at 7:00 PM

2. Pledge to the American Flag

3. Invocation

- a. Led by Damian Wainwright

4. Proclamations and Presentations

- a. Citizen Presentations: Brad Kinkema on City Support of YMCA
 - i. CEO Kinkema gave a presentation on the Lester Family YMCA with key features: Splash Pad and Early Learning Center. Requested the City to consider \$500,000 towards the project.

5. Consent Agenda

- a. Discuss and Consider January 28th, 2025 City Council Meeting Minutes



MINUTES -- CITY COUNCIL CITY OF MARTINSVILLE, VIRGINIA

- i. **Approved** by Motion made by Councilor Lawson and Seconded by Councilor Mei. Approved with the following vote; Lawson, aye; Mei, aye; Rawls, aye; Gravely, aye; Jones, aye
 - ii. Approved with 5:0 Vote
 - b. Discuss and Consider Reappointment to West Piedmont Planning District Commission
 - i. Reappointment **Approved** by Motion made by Councilor Lawson and Seconded by Councilor Mei. Approved with the following vote; Lawson, aye; Mei, aye; Rawls, aye; Gravely, aye; Jones, aye
 - ii. Approved with 4 and 1 Abstain Vote
- 6. Public Hearing
 - a. None
- 7. Regular Agenda or New Business
 - a. Discuss and Consider Second Reading of Refuse Ordinance
 - i. **Discussionary Period Approved** by Motion made by Councilor Lawson and Seconded by Councilor Mei.
 - ii. **Tabled for 90 days, to be revisited May 27th, 2025** with Motion made by Councilor Rawls and Seconded by Councilor Mei. Approved with the following vote; Lawson, aye; Mei, aye; and Gravely, aye; Jones, aye.
 - b. Discuss and Consider Adopting Rules of Council
 - i. **Discussionary Period Approved** by Motion made by Councilor Mei and Seconded by Councilor Lawson.
 - ii. **Approved** by Motion made by Councilor Lawson and Seconded by Councilor Mei. Approved with the following vote; Lawson, aye; Mei, aye; Rawls, aye; Gravely, aye; Jones, aye
 - c. Discuss and Consider Approval of Resolution 2025-1, Creating a Charter Review Committee
 - i. **Discussionary Period Approved** by Motion made by Councilor Mei and Seconded by Councilor Lawson.
 - ii. **Motion to establish the committee will be approved by Resolution at February 25th Meeting**, Motion made by Councilor Mei and Seconded by Councilor Lawson. Approved with the following vote; Lawson, aye; Mei, aye; Rawls, aye; Gravely, aye; Jones, aye.



MINUTES -- CITY COUNCIL CITY OF MARTINSVILLE, VIRGINIA

8. Actions necessary as a result of the Executive Session

- a. Consider authorizing agreed order setting forth courthouse evaluation and remediation plan in Show Cause litigation
 - i. **Approved** by Motion made by Councilor Mei and Seconded by Councilor Kathy Lawson. Approved with the following vote; Lawson, aye; Mei, aye; and Gravely, aye; Jones, aye
 - ii. Approved with 5:0 Vote
- b. Consider Appointment of Charter Review Committee Members
 - i. **Barbara Seymour**
 1. **Approved** by Motion made by Councilor Ralws and Seconded by Councilor Mei. Approved with the following vote; Lawson, aye; Mei, aye; and Gravely, aye; Jones, aye
 2. Approved with 5:0 Vote
 - ii. **Gene Teagues**
 1. **Approved** by Motion made by Councilor Lawson and Seconded by Councilor Mei. Approved with the following vote; Lawson, aye; Mei, aye; and Gravely, aye; Jones, aye
 2. Approved with 5:0 Vote
 - iii. **Andy Hall**
 1. **Approved** by Motion made by Councilor Lawson and Seconded by Councilor Mei. Approved with the following vote; Lawson, aye; Mei, aye; and Gravely, aye; Jones, aye
 2. Approved with 5:0 Vote
 - iv. **Jennifer Boyles**
 1. **Approved** by Motion made by Councilor Gravely and Seconded by Councilor Lawson. Approved with the following vote; Lawson, aye; and Gravely, aye; Jones, aye; Rawls, no; Mei, no.
 2. Approved with 3:2 Vote
 - v. **Kimball Reynolds**
 1. **Approved** by Motion made by Councilor Mei and Seconded by Councilor Lawson. Approved with the following vote; Lawson, aye; Mei, aye; and Gravely, aye; Jones, aye
 2. Approved with 5:0 Vote
- c. Consider Appointments to Martinsville Land Bank Authority
 - i. Removed



MINUTES -- CITY COUNCIL CITY OF MARTINSVILLE, VIRGINIA

9. City Hall Reporting and Announcements

A. Public Information Officer

10. Communications from Visitors / Business from the Floor

A. Dean Johnston

11. Comments by Members of City Council

12. Communications by City Manager

13. Adjournment



STAFF REPORT

TO: City Council

FROM: Dan Howell, Fire Chief

SUBJECT: Discuss and Consider Request for Aid To Localities (ATL) Grant Reappropriation

STAFF/ DEPARTMENT RESPONSIBLE: Fire

MEETING DATE: February 25, 2025

BACKGROUND/HISTORY:

Like with many departments in Martinsville, The Fire Department receives many grants to fund activities. Two such grants are the Fire Programs and Four for Life grants. The Fire Department receives these grants on an annual basis and if the funds aren't expended within the first year, they can be rolled into the next fiscal year. Historically any unexpended grant funds would need to be reappropriated in the subsequent fiscal years to allow for the Fire Department to utilize the funds. This has unfortunately not been taking place over the last few fiscal years, which has resulted in grants not being fully exhausted for previous year. This request to appropriate the unspent funds for each grant dating back to 2021. For the Fire Programs Grant, this totals \$118,604.04 and for the Four for Life grant this totals \$14,212.73. The Fire Department is in need of this appropriation so that they can spend down these funds and have the financial system truly represent the funds available for these grants.

POLICY EXPLANATION:

FISCAL IMPACT/FUNDING SOURCE:

\$118,604.04

Available Budget:

Purchase Amount:

ACTION REQUESTED/ALTERNATIVES

1. City Council Approve Appropriation
2. City Council Do Not Approve Appropriation
3. Other Actions as Directed by Council

ATTACHMENTS:

1.	ATL Analysis
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ATL Revenue - 01101917 - 442701					
	Original Budget	Transfers In	Revised Budget	Actual	Difference
FY 2021	\$ 39,000.00			\$ 52,672.00	\$ 13,672.00
FY 2022	\$ 39,000.00			\$ 55,940.00	\$ 16,940.00
FY 2023	\$ 55,940.00			\$ 54,103.00	\$ (1,837.00)
FY 2024	\$ 55,940.00			\$ 60,716.00	\$ 4,776.00
FY 2025				\$ 69,110.00	\$ 69,110.00

ATL Expense - 01321102 - 506110					
	Original Budget	Transfers In	Revised Budget	Actual	Difference
FY 2021	\$ 39,000.00	\$ 27,734.00	\$ 66,734.00	\$ 38,858.79	\$ 27,875.21
Previous FY Left Over		\$ 14,062.00			
Revenue Adjustment		\$ 13,672.00			
FY 2022	\$ 39,000.00	\$ 44,815.00	\$ 83,815.00	\$ 47,376.63	\$ 36,438.37
Previous FY Left Over		\$ 27,875.00			
Revenue Adjustment		\$ 16,940.00			
FY 2023	\$ 42,000.00	\$ 48,541.37	\$ 90,541.37	\$ 37,410.14	\$ 53,131.23
Previous FY Left Over		\$ 36,438.37	\$ 78,438.00	\$ 37,410.14	\$ 41,027.86
Revenue Adjustment		\$ 12,103.00			
FY 2024	\$ 42,000.00	\$ 71,847.23	\$ 113,847.23	\$ 39,182.44	\$ 74,664.79
Previous FY Left Over		\$ 53,131.23			
Revenue Adjustment		\$ 18,716.00			

	2022 Start	2023	2024	2025
Actual Revenue		\$ 54,103.00	\$ 60,716.00	\$ 69,110.00
Actual Expenses		\$ 37,410.14	\$ 39,182.44	\$ 25,169.75
Difference	\$ 36,438.37	\$ 16,692.86	\$ 21,533.56	\$ 43,940.25
Total Available	\$ 118,605.04			

Outstanding Purchases - ATL

FY 2025 Physicals	\$ 38,000.00
Turn Out Gear	\$ 19,000.00
Chief's Conference	\$ 10,000.00
Total Outstanding	\$ 67,000.00
Remaining	\$ 51,605.04

Notes

Turnout Gear = 12 sets total = 60000. 41000 in capital budget. Leaves 19,000

ATL Revenue - 01101917 - 442701					
	Original Budget	Transfers In	Revised Budget	Actual	Difference
FY 2021	\$ 39,000.00			\$ 52,672.00	\$ 13,672.00
FY 2022	\$ 39,000.00			\$ 55,940.00	\$ 16,940.00
FY 2023	\$ 55,940.00			\$ 54,103.00	\$ (1,837.00)
FY 2024	\$ 55,940.00			\$ 60,716.00	\$ 4,776.00
FY 2025	\$ -			\$ -	\$ -

ATL Expense - 01321102 - 506110					
	Original Budget	Transfers In	Revised Budget	Actual	Difference
FY 2021	\$ 39,000.00	\$ 27,734.00	\$ 66,734.00	\$ 38,858.79	\$ 27,875.21
Previous FY Left Over		\$ 14,062.00			
Revenue Adjustment		\$ 13,672.00			
FY 2022	\$ 39,000.00	\$ 44,815.00	\$ 83,815.00	\$ 47,376.63	\$ 36,438.37
Previous FY Left Over		\$ 27,875.00			
Revenue Adjustment		\$ 16,940.00			
FY 2023	\$ 42,000.00	\$ 48,541.37	\$ 90,541.37	\$ 37,410.14	\$ 53,131.23
Previous FY Left Over		\$ 36,438.37	\$ 78,438.00	\$ 37,410.14	\$ 41,027.86
Revenue Adjustment		\$ 12,103.00			
FY 2024	\$ 42,000.00	\$ 71,847.23	\$ 113,847.23	\$ 39,182.44	\$ 74,664.79
Previous FY Left Over		\$ 53,131.23			
Revenue Adjustment		\$ 18,716.00			
FY 2025					
Previous FY Left Over					
Revenue Adjustment					

MUNIS Current \$ 7,854.74
Should currently have \$ 74,664.79

	2022 Start	2023	2024	2025
Actual Revenue		\$ 54,103.00	\$ 60,716.00	0
Actual Expenses		\$ 37,410.14	\$ 39,182.44	14,777.31
Difference	\$ 36,438.37	\$ 16,692.86	\$ 21,533.56	\$ (14,777.31)
Total Available	\$ 59,887.48			

Outstanding Purchases - ATL

7 Sets of Gear \$ 45,000.00
OT for academy \$ 4,700.00

Total Outstanding \$ 49,700.00
Remaining \$ 24,964.79



STAFF REPORT

TO: City Council

FROM: Dan Howell, Fire Chief

SUBJECT: Discuss and Consider Request for 'Four for Life' Grant Reappropriation

STAFF/ DEPARTMENT RESPONSIBLE: Fire

MEETING DATE: February 25, 2025

BACKGROUND/HISTORY:

Like with many departments in Martinsville, The Fire Department receives many grants to fund activities. Two such grants are the Fire Programs and Four for Life grants. The Fire Department receives these grants on an annual basis and if the funds aren't expended within the first year, they can be rolled into the next fiscal year..Historically any unexpended grant funds would need to be reappropriated in the subsequent fiscal years to allow for the Fire Department to utilize the funds. This has unfortunately not been taking place over the last few fiscal years, which has resulted in grants not being fully exhausted for previous year. This request to appropriate the unspent funds for each grant dating back to 2021. For the Fire Programs Grant, this totals \$118, 604.04 and for the Four for Life grant this totals \$14,212.73. The Fire Department is need of this appropriation so that they can spend down these funds and have the financial system truly represent the funds available for these grants.

POLICY EXPLANATION:

FISCAL IMPACT/FUNDING SOURCE:

\$14,212.73

Available Budget:

Purchase Amount:

ACTION REQUESTED/ALTERNATIVES

1. City Council Approve Appropriation

- 2. City Council Do Not Approve Appropriation
- 3. Other Actions as Directed by Council

ATTACHMENTS:

1.	Four For Life Analysis
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Four For Life Revenue - 01101917 - 442601					
	Original Budget	Transfers In	Revised Budget	Actual	Difference
FY 2021	\$ 10,000.00	\$ 2,431.00		\$ 12,431.00	\$ 2,431.00
FY 2022	\$ 10,000.00			\$ -	\$ (10,000.00)
FY 2023	\$ 10,000.00			\$ -	\$ (10,000.00)
FY 2024	\$ 10,000.00			\$ 38,942.80	\$ 28,942.80

Four For Life Expense - 01321102 - 506114					
	Original Budget	Transfers In	Revised Budget	Actual	Available
FY 2021	\$ 10,000.00	\$ 22,667.00	\$ 32,667.00	\$ 7,885.12	\$ 24,781.88
Previous FY Left Over		\$ 20,236.00			
Revenue Adjustment		\$ 2,431.00			
FY 2022	\$ -	\$ 24,782.00	\$ 24,782.00	\$ 18,926.48	\$ 5,855.52
Previous FY Left Over		\$ 24,782.00			
Revenue Adjustment		\$ -			
FY 2023	\$ -	\$ 5,855.52	\$ 5,855.52	\$ 13,324.40	\$ (7,468.88)
Previous FY Left Over		\$ 5,855.52			
Revenue Adjustment		\$ -			
FY 2024	\$ 10,000.00	\$ 21,473.92	\$ 31,473.92	\$ 17,261.19	\$ 14,212.73
Previous FY Left Over		\$ (7,468.88)			
Revenue Adjustment		\$ 28,942.80			

MUNIS Current \$ (5,867.19)
Should currently have \$ 14,212.73

	2021	2022	2023	2024	2025
Actual Revenue		\$ -	\$ -	\$ 38,942.80	\$ -
Actual Expenses		\$ 18,926.48	\$ 13,324.40	\$ 17,261.19	\$ 278.00
Difference	\$ 24,782.00	\$ (18,926.48)	\$ (13,324.40)	\$ 21,681.61	\$ (278.00)
Total Available	\$ 13,934.73				



STAFF REPORT

TO: City Council

FROM: Eric Payne, Managing Director of Community Development

SUBJECT: Discuss and Consider Resolution Establishing Charter Review Committee

STAFF/ DEPARTMENT RESPONSIBLE: City Management

MEETING DATE: February 25, 2025

BACKGROUND/HISTORY:

A Resolution relating to the City Charter Review; Creating a Charter Review Committee, consisting of 5 persons appointed by Council, for the purpose of reviewing the existing Charter of the City of Martinsville and making such recommendations for change as the committee may deem necessary and proper to improve the mode and manner of operation and efficiency in conducting the affairs of the City.

POLICY EXPLANATION:

FISCAL IMPACT/FUNDING SOURCE:

None

Available Budget:

Purchase Amount:

ACTION REQUESTED/ALTERNATIVES

1. City Council Approve Resolution
2. City Council Do Not Approve Resolution
3. Other Action as Directed by Council

ATTACHMENTS:

1.	Charter Committee Resolution (SVD Clean) (1)
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Resolution 2025-1

A RESOLUTION relating to the City Charter Review;

Creating a Charter Review Committee, consisting of 5 persons appointed by Council, for the purpose of reviewing the existing Charter of the City of Martinsville and making such recommendations for change as the committee may deem necessary and proper to improve the mode and manner of operation and efficiency in conducting the affairs of the City.

WHEREAS the existing City Charter was adopted in 1950, and, has undergone minor provisional changes 18 times in the following years: 1954, 1956, 1958, 1962, 1968, 1975, 1977, 1980, 1981, 1982, 1983, 1991, 1992, 1995, 1998, 2008, 2011, 2024.

WHEREAS the City Charter has never been reviewed in its entirety by representative citizens of the City, or amended in a comprehensive manner and

WHEREAS The City has determined its need for a comprehensive review of the Charter to ensure proper operation and efficiency in conducting affairs in the City.

WHEREAS on February 18th, 2025, the City Council preliminarily selected its preferred appointees for a City Charter Review Committee, to be established as a special project of limited duration, and

WHEREAS it is necessary to formally create the Charter Review Committee and confirm the names of the selected appointees, and

WHEREAS committee meetings will commence in March 2025, following appointment to the committee and

WHEREAS the City Council believes that the study of the existing Charter should be a deliberate, thoughtful, and inclusive process;

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

Section 1. That there is hereby created a Charter Review Committee consisting of 5 citizens of the City of Martinsville, consisting of the following citizens:

1. Barbara Seymour;
2. Gene Teagues;
3. Andy Hall;
4. Jennifer Boyles;
5. Kimball Reynolds.

Section 2. That the duty of said committee shall be to review the existing Charter of the City of Martinsville and make such recommendations for change as the committee may deem necessary and proper in order to amend the provisions of the existing City Charter with reference to improving the mode and manner of operation and efficiency in conducting the affairs of the City. That the City Council hereby reserves the right to furnish to said Charter Review Committee certain guidelines with reference to the scope of the work.

Section 3. That said committee shall submit its recommendations and findings to the City Council on or before September 23rd, 2025.

Section 4. That the committee members herein appointed shall hereafter serve until such time as the final reports and recommendations are made on or before September 23rd, 2025, at which time said committee shall be dissolved without further action of the City Council.

The foregoing Resolution was duly adopted at a regular meeting of Council on _____, 2025, the roll call vote being as follows:

<u>Ayes</u>	<u>Nays</u>
<u>Absent</u>	<u>Abstentions</u>

ATTEST:

City Clerk,
City of Martinsville, Virginia



STAFF REPORT

TO: City Council

FROM:

SUBJECT: Discuss and Consider FY24 Appropriations

STAFF/ DEPARTMENT RESPONSIBLE: Finance

MEETING DATE: February 25, 2025

BACKGROUND/HISTORY:

The City of Martinsville has received funding in previous years for grants extending beyond the fiscal year they were awarded. These funds were approved and appropriated in the previous fiscal year, and the balances for reappropriation are listed below.

Additionally, the City has received grants and other funding since the budget was approved. These grants represent additional revenue for specific purposes, and in accordance with accepted financial practices, such funds are not appropriated until they are received. The grants received were as follows:

Fund 19:

1,249,632	Federal:	Title I Improving Basic Programs
	Federal:	Title II Teacher Quality
160,920		
	Federal:	Title III Limited English
15,925		Proficiency
	Federal:	Title IV Student Supports &
94,507		Enrichment
	Federal:	Title IV Rural & Low Income
56,368		
	Federal:	Perkins
82,728		
	Federal:	Title VIB Special Education
598,800		
	Federal:	Title VIB PK Special Education
8,064		
2,266,944 Total Combined Title Funds		

5,543,258 Federal: ESSER III Balance

39,132	State:	School Based Health Workforce Grant
49,233	State:	Virginia Tiered System of Supports/Positive Behavior Intervention
29,823	Private:	Harvest Professional Development Grant
353,258	State:	State and LRE Textbook Fund

471,446 Total Combined Title Funds

Funds 18, 19, 21 & 24:

217,444	Federal:	TIV Stronger Connections Grant / Bipartisan Safer Communities Act
30,000	Federal:	ARPA ESSER III Sped Recruitment & Retention Support
1,259,922	State:	All in Virginia Initiative (Tutoring, VA Literacy Act, Attendance Recovery)
205,222	State:	Security Equipment Grant
22,500	State:	VA Tiered System of Supports/Positive Behavior Interventions & Supports
55,000	State:	VA Foundation for Healthy Youth Grant

1,790,088 Total Combined Title Funds

POLICY EXPLANATION:

§ 15.2-2507. Amendment of budget.

A. Any locality may amend its budget to adjust the aggregate amount to be appropriated during the current fiscal year as shown in the currently adopted budget as prescribed by § 15.2-2504. However, any such amendment which exceeds one percent of the total expenditures shown in the currently adopted budget must be accomplished by publishing a notice of a meeting and a public hearing once in a newspaper having general circulation in that locality at least seven days prior to the meeting date. The notice shall state the governing body's intent to amend the budget and include a brief synopsis of the proposed budget amendment. Any local governing body may adopt such amendment at the advertised meeting, after first providing a public hearing during such meeting on the proposed budget amendments.

POLICY EXPLANATION:

FISCAL IMPACT/FUNDING SOURCE:

Fund 19 transfers will result in \$2,266,944 in Title appropriations and \$5,543,258 in ESSER balance for items specified above.

Fund 18 transfers will result in \$471,446 in reappropriations from carry forward balances from previous year for items specified above.

Fund 18, 19, 21 & 24 transfers will result in \$1,790,088 in revenue for project-specific activities.

Available Budget:

Purchase Amount:

ACTION REQUESTED/ALTERNATIVES

1. City Council Approve of Allocation
2. City Council Do Not Approve Appropriation
3. Other Actions as Determined Appropriate by Council

ATTACHMENTS:

None



STAFF REPORT

TO: City Council

FROM: Kendall Davis, Public Information Officer

SUBJECT: Foothills of the Blue Ridge Outdoor Recreation Plan

STAFF/ DEPARTMENT RESPONSIBLE: Citizen Participation (External)

MEETING DATE: February 25, 2025

BACKGROUND/HISTORY:

The Foothills of the Blue Ridge Outdoor Recreation Plan is a community-driven initiative designed to create a 15-year roadmap for enhancing outdoor recreation, connectivity, and sustainability across the region. Covering Patrick County, Henry County, and the City of Martinsville, this plan aims to extend regional recreation opportunities while promoting responsible growth.

Led by Friends of Southwest Virginia and funded by grants from the Appalachian Regional Commission and the Tobacco Region Revitalization Commission, the plan seeks to strengthen ecotourism and outdoor activities. The goal is to boost regional connectivity, foster partnerships, and strategically expand recreational assets.

The plan envisions increasing the economic impact of outdoor recreation, improving quality of life for residents, and elevating current assets to ensure long-term sustainability and economic growth.

POLICY EXPLANATION:

FISCAL IMPACT/FUNDING SOURCE:

Available Budget:

Purchase Amount:

ACTION REQUESTED/ALTERNATIVES

None

ATTACHMENTS:

1.	Foothills of the Blue Ridge Fact Sheet
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FACT SHEET

PLAN GOALS



ASSETS

Assess and inventory the existing outdoor recreation assets in the Foothills of the Blue Ridge Region, evaluating their current condition and capacity to offer a high-quality outdoor experience for all users.



PARTNERS

Collaborate with government entities, community leaders, and the public to identify ongoing and planned projects aimed at enhancing the quality of life for both residents and visitors.



GAPS

Identify new, compelling tourism infrastructure projects to promote the outdoor economy, enhance the quality of life, and drive private investment.



UNITY

Identify projects that also help achieve broader community goals, such as young adult and workforce retention, small business growth, environmental quality, and active living.



VISUAL

Develop a 15-year action plan that captures community interest and inspires a shared vision by incorporating compelling renderings, site master plans, 3D illustrations, and other visual elements to clearly convey recommendations and ideas.



STRATEGY

Provide the steering committee and their partners with clear strategies and a prioritization schedule for implementing the plan recommendations.

PLAN PURPOSE

The Foothills of the Blue Ridge Outdoor Recreation Plan is a community-driven initiative designed to create a 15-year roadmap for enhancing outdoor recreation, connectivity, and sustainability across the region. Covering Patrick County, Henry County, and the City of Martinsville, this plan aims to extend regional recreation opportunities while promoting responsible growth.

Led by Friends of Southwest Virginia and funded by grants from the Appalachian Regional Commission and the Tobacco Region Revitalization Commission, the plan seeks to strengthen ecotourism and outdoor activities. The goal is to boost regional connectivity, foster partnerships, and strategically expand recreational assets.

The plan envisions increasing the economic impact of outdoor recreation, improving quality of life for residents, and elevating current assets to ensure long-term sustainability and economic growth.

THE PLANNING PROCESS

1) Research and Preliminary Analysis

The consultant team will hold a direction-setting meeting with the steering committee to discuss key opportunities and challenges, compile a comprehensive database of existing outdoor recreation assets, and assess current resources and infrastructure.

2) Stakeholder and Public Engagement

Host interviews and focus groups with government officials and community leaders to gather insights. Create a promotional video and leverage social media to encourage public participation in an online survey. Develop a dedicated project website to serve as an information hub throughout the planning process.

3) Plan Development

Guided by the steering committee, stakeholders, and community input, the consultant team will develop a framework outlining preliminary recommendations for enhancing and expanding outdoor recreation assets. Following this, the team will initiate a second round of public engagement to gather further feedback.

4) Final Plan

The final 15-year action plan will encompass all recommendations, a phasing schedule, and an outline of potential grant funding sources. The plan will be made publicly accessible on the project website.

CONTACT



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Director of Outdoor Recreation Planning
Destination by Design Planning
(828) 413-0546
tim@DbDplanning.com



STAFF REPORT

TO: City Council

FROM: Sita Conde, Assistant to the COO

SUBJECT: Grant Policy Presentation

STAFF/ DEPARTMENT RESPONSIBLE: City Management

MEETING DATE: February 25, 2025

BACKGROUND/HISTORY:

Briefing on Grants Management Policy.

POLICY EXPLANATION:

FISCAL IMPACT/FUNDING SOURCE:

None

Available Budget:

Purchase Amount:

ACTION REQUESTED/ALTERNATIVES

ATTACHMENTS:

None



STAFF REPORT

TO: City Council

FROM:

SUBJECT: Presentation of Demo List and Process

STAFF/ DEPARTMENT RESPONSIBLE: Community Development

MEETING DATE: February 25, 2025

BACKGROUND/HISTORY:

Presentation on the Demolition Process, Timeline, and Demo List as of current.

POLICY EXPLANATION:

FISCAL IMPACT/FUNDING SOURCE:

Available Budget:

Purchase Amount:

ACTION REQUESTED/ALTERNATIVES

ATTACHMENTS:

None



STAFF REPORT

TO: City Council

FROM: Peyton Nibblett, Deputy City Clerk

SUBJECT: Discuss and Consider February 18, 2025 Council Meeting Minutes

STAFF/ DEPARTMENT RESPONSIBLE: City Management

MEETING DATE: February 25, 2025

BACKGROUND/HISTORY:

City Council must approve of any and all City Council meeting minutes before they are logged into City records.

POLICY EXPLANATION:

FISCAL IMPACT/FUNDING SOURCE:

Available Budget:

Purchase Amount:

ACTION REQUESTED/ALTERNATIVES

1. City Council Approve
2. City Council Do Not Approve
3. Any other action as determined appropriate by Council

ATTACHMENTS:

None



STAFF REPORT

TO: City Council

FROM: Dan Howell, Fire Chief

SUBJECT: Discuss and Consider Request for ATL Grant Reappropriation

STAFF/ DEPARTMENT RESPONSIBLE: Fire

MEETING DATE: February 25, 2025

BACKGROUND/HISTORY:

Like with many departments in Martinsville, The Fire Department receives many grants to fund activities. Two such grants are the Fire Programs and Four for Life grants. The Fire Department receives these grants on an annual basis and if the funds aren't expended within the first year, they can be rolled into the next fiscal year. Historically any unexpended grant funds would need to be reappropriated in the subsequent fiscal years to allow for the Fire Department to utilize the funds. This has unfortunately not been taking place over the last few fiscal years, which has resulted in grants not being fully exhausted for previous year. This request to appropriate the unspent funds for each grant dating back to 2021. For the Fire Programs Grant, this totals \$118,604.04 and for the Four for Life grant this totals \$14,212.73. The Fire Department is in need of this appropriation so that they can spend down these funds and have the financial system truly represent the funds available for these grants.

POLICY EXPLANATION:

FISCAL IMPACT/FUNDING SOURCE:

\$118,604.04

Available Budget:

Purchase Amount:

ACTION REQUESTED/ALTERNATIVES

1. City Council Approve Appropriation
2. City Council Do Not Approve Appropriation
3. Other Actions as Directed by Council

ATTACHMENTS:

None



STAFF REPORT

TO: City Council

FROM: Peyton Nibblett, Deputy City Clerk

SUBJECT: Discuss and Consider Request for 'Four for Life' Grant Reappropriation

STAFF/ DEPARTMENT RESPONSIBLE: Fire

MEETING DATE: February 25, 2025

BACKGROUND/HISTORY:

Like with many departments in Martinsville, The Fire Department receives many grants to fund activities. Two such grants are the Fire Programs and Four for Life grants. The Fire Department receives these grants on an annual basis and if the funds aren't expended within the first year, they can be rolled into the next fiscal year..Historically any unexpended grant funds would need to be reappropriated in the subsequent fiscal years to allow for the Fire Department to utilize the funds. This has unfortunately not been taking place over the last few fiscal years, which has resulted in grants not being fully exhausted for previous year. This request to appropriate the unspent funds for each grant dating back to 2021. For the Fire Programs Grant, this totals \$118, 604.04 and for the Four for Life grant this totals \$14,212.73. The Fire Department is need of this appropriation so that they can spend down these funds and have the financial system truly represent the funds available for these grants.

POLICY EXPLANATION:

FISCAL IMPACT/FUNDING SOURCE:

\$14,212.73

Available Budget:

Purchase Amount:

ACTION REQUESTED/ALTERNATIVES

1. City Council Approve Appropriation

2. City Council Do Not Approve Appropriation
3. Other Actions as Directed by Council

ATTACHMENTS:

None



STAFF REPORT

TO: City Council

FROM: Eric Payne, Managing Director of Community Development

SUBJECT: Discuss and Consider Resolution Establishing Charter Review Committee

STAFF/ DEPARTMENT RESPONSIBLE: City Management

MEETING DATE: February 25, 2025

BACKGROUND/HISTORY:

A Resolution relating to the City Charter Review; Creating a Charter Review Committee, consisting of 5 persons appointed by Council, for the purpose of reviewing the existing Charter of the City of Martinsville and making such recommendations for change as the committee may deem necessary and proper to improve the mode and manner of operation and efficiency in conducting the affairs of the City.

POLICY EXPLANATION:

FISCAL IMPACT/FUNDING SOURCE:

None

Available Budget:

Purchase Amount:

ACTION REQUESTED/ALTERNATIVES

1. City Council Approve Resolution
2. City Council Do Not Approve Resolution
3. Other Action as Directed by Council

ATTACHMENTS:

1.	Charter Committee Resolution (SVD Clean) (1)
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Resolution 2025-1

A RESOLUTION relating to the City Charter Review;

Creating a Charter Review Committee, consisting of 5 persons appointed by Council, for the purpose of reviewing the existing Charter of the City of Martinsville and making such recommendations for change as the committee may deem necessary and proper to improve the mode and manner of operation and efficiency in conducting the affairs of the City.

WHEREAS the existing City Charter was adopted in 1950, and, has undergone minor provisional changes 18 times in the following years: 1954, 1956, 1958, 1962, 1968, 1975, 1977, 1980, 1981, 1982, 1983, 1991, 1992, 1995, 1998, 2008, 2011, 2024.

WHEREAS the City Charter has never been reviewed in its entirety by representative citizens of the City, or amended in a comprehensive manner and

WHEREAS The City has determined its need for a comprehensive review of the Charter to ensure proper operation and efficiency in conducting affairs in the City.

WHEREAS on February 18th, 2025, the City Council preliminarily selected its preferred appointees for a City Charter Review Committee, to be established as a special project of limited duration, and

WHEREAS it is necessary to formally create the Charter Review Committee and confirm the names of the selected appointees, and

WHEREAS committee meetings will commence in March 2025, following appointment to the committee and

WHEREAS the City Council believes that the study of the existing Charter should be a deliberate, thoughtful, and inclusive process;

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

Section 1. That there is hereby created a Charter Review Committee consisting of 5 citizens of the City of Martinsville, consisting of the following citizens:

1. Barbara Seymour;
2. Gene Teague;
3. Andy Hall;
4. Jennifer Bowles;
5. Kimball Reynolds.

Section 2. That the duty of said committee shall be to review the existing Charter of the City of Martinsville and make such recommendations for change as the committee may deem necessary and proper in order to amend the provisions of the existing City Charter with reference to improving the mode and manner of operation and efficiency in conducting the affairs of the City. That the City Council hereby reserves the right to furnish to said Charter Review Committee certain guidelines with reference to the scope of the work.

Section 3. That said committee shall submit its recommendations and findings to the City Council on or before September 23rd, 2025.

Section 4. That the committee members herein appointed shall hereafter serve until such time as the final reports and recommendations are made on or before September 23rd, 2025, at which time said committee shall be dissolved without further action of the City Council.

The foregoing Resolution was duly adopted at a regular meeting of Council on February 25, 2025, the roll call vote being as follows:

<u>Ayes</u>	<u>Nays</u>
Mei	
Lawson	
Gravely	
Rawls	
Jones	
<u>Absent</u>	<u>Abstentions</u>

ATTEST:

Peyton Nibblett

City Clerk,
City of Martinsville, Virginia



STAFF REPORT

TO: City Council

FROM:

SUBJECT: Discuss and Consider FY24 Appropriations

STAFF/ DEPARTMENT RESPONSIBLE: Finance

MEETING DATE: February 25, 2025

BACKGROUND/HISTORY:

The City of Martinsville has received funding in previous years for grants extending beyond the fiscal year they were awarded. These funds were approved and appropriated in the previous fiscal year, and the balances for reappropriation are listed below.

Additionally, the City has received grants and other funding since the budget was approved. These grants represent additional revenue for specific purposes, and in accordance with accepted financial practices, such funds are not appropriated until they are received. The grants received were as follows:

Fund 19:

1,249,632	Federal:	Title I Improving Basic Programs
	Federal:	Title II Teacher Quality
160,920		
	Federal:	Title III Limited English
15,925		Proficiency
	Federal:	Title IV Student Supports &
94,507		Enrichment
	Federal:	Title IV Rural & Low Income
56,368		
	Federal:	Perkins
82,728		
	Federal:	Title VIB Special Education
598,800		
	Federal:	Title VIB PK Special Education
8,064		
2,266,944	Total Combined Title Funds	

5,543,258 Federal: ESSER III Balance

39,132	State:	School Based Health Workforce Grant
49,233	State:	Virginia Tiered System of Supports/Positive Behavior Intervention
29,823	Private:	Harvest Professional Development Grant
353,258	State:	State and LRE Textbook Fund

471,446 Total Combined Title Funds

Funds 18, 19, 21 & 24:

217,444	Federal:	TIV Stronger Connections Grant / Bipartisan Safer Communities Act
30,000	Federal:	ARPA ESSER III Sped Recruitment & Retention Support
1,259,922	State:	All in Virginia Initiative (Tutoring, VA Literacy Act, Attendance Recovery)
205,222	State:	Security Equipment Grant
22,500	State:	VA Tiered System of Supports/Positive Behavior Interventions & Supports
55,000	State:	VA Foundation for Healthy Youth Grant

1,790,088 Total Combined Title Funds

POLICY EXPLANATION:

§ 15.2-2507. Amendment of budget.

A. Any locality may amend its budget to adjust the aggregate amount to be appropriated during the current fiscal year as shown in the currently adopted budget as prescribed by § 15.2-2504. However, any such amendment which exceeds one percent of the total expenditures shown in the currently adopted budget must be accomplished by publishing a notice of a meeting and a public hearing once in a newspaper having general circulation in that locality at least seven days prior to the meeting date. The notice shall state the governing body's intent to amend the budget and include a brief synopsis of the proposed budget amendment. Any local governing body may adopt such amendment at the advertised meeting, after first providing a public hearing during such meeting on the proposed budget amendments.

POLICY EXPLANATION:

FISCAL IMPACT/FUNDING SOURCE:

Fund 19 transfers will result in \$2,266,944 in Title appropriations and \$5,543,258 in ESSER balance for items specified above.

Fund 18 transfers will result in \$471,446 in reappropriations from carry forward balances from previous year for items specified above.

Fund 18, 19, 21 & 24 transfers will result in \$1,790,088 in revenue for project-specific activities.

Available Budget:

Purchase Amount:

ACTION REQUESTED/ALTERNATIVES

1. City Council Approve of Allocation
2. City Council Do Not Approve Appropriation
3. Other Actions as Determined Appropriate by Council

ATTACHMENTS:

None



STAFF REPORT

TO: City Council
FROM: Edena Reese-Atmore, Chief Operating Officer
SUBJECT: Financial Update
STAFF/ DEPARTMENT RESPONSIBLE: Finance
MEETING DATE: February 25, 2025

BACKGROUND/HISTORY:

Financial Updates are given at the second Council Meeting of every month.

POLICY EXPLANATION:

FISCAL IMPACT/FUNDING SOURCE:

Available Budget:

Purchase Amount:

ACTION REQUESTED/ALTERNATIVES

ATTACHMENTS:

None



STAFF REPORT

TO: City Council

FROM: Kendall Davis, Public Information Officer

SUBJECT: Public Information Officer

STAFF/ DEPARTMENT RESPONSIBLE: City Management

MEETING DATE: February 25, 2025

BACKGROUND/HISTORY:

City Hall Reporting and Events

POLICY EXPLANATION:

FISCAL IMPACT/FUNDING SOURCE:

Available Budget:

Purchase Amount:

ACTION REQUESTED/ALTERNATIVES

ATTACHMENTS:

None