

**CHARTER REVIEW COMMITTEE
CITY OF MARTINSVILLE, VIRGINIA**

Wednesday, May 7, 2025

MINUTES

5:00 PM

Room 208, Municipal Building

Committee Present: Jennifer Bowles, Andy Hall, Barbara Seymour, Gene Teague

Staff Present: Eric Payne, Kaylin Hernandez, Patricia Hairston

Absent: Kimble Reynolds

1. Call to Order

2. Regular Agenda or New Business

a) Discussion on Presentation to Council

- Committee members reviewed the draft presentation prepared and circulated by Mr. Teague, which is intended to introduce the Charter Review Committee's work to City Council and the public.
- Purpose of the presentation:
 - To review the City's existing Charter (adopted in 1950) and propose revisions aimed at improving clarity, organization, and legal alignment for more efficient City operations.
- Guiding Principles for the Committee's Work:
 - Foster public trust and community input throughout the process.
 - Phase One: Focus on initial revisions such as simplifying language, reorganizing chapters and sections, and updating content in accordance with current law.
 - Phase Two: Address more substantive changes that may require deeper community engagement and consensus.
- Defining the City Charter:
 - Members agreed to include a brief explanation of what a City Charter is—a document granted by the General Assembly that defines a city's governmental structure, powers, and operational authority (i.e., the city's "rulebook").
- Proposed Timeline:
 - April: Establish goals and overall purpose.
 - May: Meet with City Council to provide a progress update.
 - June: Gather stakeholder input (e.g., departments, constitutional officers, community survey, etc.).

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- July: Analyze input and develop proposed recommendations.
- August: Submit a final report and revised draft to City Council for consideration.
- Next Steps:
 - Continue consolidating and modernizing Charter language, particularly the Powers section.
 - Complete collection and review of feedback from internal and external stakeholders.
 - Prepare the final presentation for Council review and input.
 - Members agreed to finalize edits to their assigned sections of the presentation.
 - Ms. Hernandez will upload the final version to the agenda request form on May 8.
 - The committee plans to present it to City Council on May 13.
- b) Consideration of Language Revision, Powers of the City
 - This item was deferred to the next scheduled meeting.

3. Adjournment