

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

Wednesday, September 4, 2025

MINUTES

5:00 PM

Room 208, Municipal Building

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

Staff Present: Kaylin Hernandez

Absent: Kimble Reynolds

1. Call to Order

2. Regular Agenda or New Business

a) Approval of Meeting Minutes, 8/27/25

- A motion to approve the minutes was made by Ms. Seymour and seconded by Mr. Teague. The minutes were approved with a 4-0 vote.

b) Review and Discussion of Reader's Guide

- Members agreed that the citizen-friendly Reader's Guide needs further review. Consideration was postponed until revisions and reorganizations reflecting stakeholder feedback are completed.

c) Consideration of Charter Format and Organization

- Members reviewed stakeholder feedback received via email and made the following edits:
 - Chapter 1, § 1: Revised the boundary provision to read, "...defined and recorded in the Circuit Court Clerk's Office deed book."
 - Chapter 1, § 2: Struck the phrase "In addition to the powers listed above."
 - Chapter 1, § 2(3a): Added internet and telecommunication services to the list of public utilities.
 - Chapter 1, § 2(4c): Added utility poles and aerial installations to the infrastructure, safety, and public welfare section.
 - Chapter 1, § 2(4g): Clarified that nuisance notices may be provided in writing or by posting on the owner's property.
 - Chapter 6: Consolidated multiple provisions on the City Council's authority to grant additional compensation to constitutional officers into § 7.
 - Chapter 9, § 1(a): Replaced "shall" with "may" and added a five-year cycle to align with state requirements.

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- Chapter 10, § 1(e): Revised “building inspector” to “building official.”
- Chapter 13, § 1: Replaced “him” with “them.”
- Chapter 14 (new): Corrected section numbering and headings to reflect earlier reorganizations.
- Chapter 14, § 6 (now § 5): Replaced “working prisoners” with “incarcerated persons.”

d) Discussion of City Council Presentation

- Ms. Hernandez sought clarification on what the committee would like to add as an agenda item for the next City Council meeting on September 16, 2025.
 - Members would like Council to consider extending their terms and confirm a presentation date of October 28, 2025.
- Members agreed upon the last couple of meeting dates, on September 11 and October 16, 2025.
 - These meetings will encompass the remaining stakeholder comments, 2025 City Charter amendments, their final draft to Council, and the presentation to Council.

3. Adjournment