



**Franklin City Council Agenda
November 25, 2019
Franklin City Hall Council Chambers
207 West 2nd Avenue**

**7:00 P.M.
Regular Meeting**

**CALL TO ORDER. MAYOR FRANK M. RABIL
PLEASE TURN OFF CELL PHONES. MAYOR FRANK M. RABIL
PLEDGE OF ALLEGIANCE
CITIZEN'S TIME
AMENDMENTS TO AGENDA**

- 1. CONSENT AGENDA:**
 - A. Approval of October 28th, October 29th, and November 14th meeting minutes
 - B. Introduction of New Employees

- 2. FINANCIAL MATTERS**
 - A. Budget Amendments 2020-5, 2020-6 & 2020-7
 - B. Adoption of Resolution 2019-07 for Bond Restructuring
 - C. Audit Presentation
 - D. Corporate Credit Card Agreement

- 3. OLD/ NEW BUSINESS:**
 - A. Courthouse Update
 - B. City Manager's Report

- 4. COUNCIL/STAFF REPORTS ON BOARDS/COMMISSIONS**

- 5. CLOSED SESSION**

I move that the Franklin City Council meet in closed session to discuss appointments to boards and commissions; to discuss a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its' facilities in the community; discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body pursuant to Virginia Code Section 2.2 – 3711 (A) (1),(3)(5)(7) & (29).

Motion Upon Returning to Open Session- I move that the only matters discussed during the closed session were those lawfully exempted from open meeting requirements and identified in the motion by which the closed session was convened.

6. ADJOURNMENT

UPCOMING ITEMS TO BE SCHEDULED

The items below are intended to be reflective, and not inclusive of all subjects staff is working on to bring forward to City Council in the next two months. Both the time lines and subject matter are subject to change and should not be considered final.

<u>SUBJECT</u>	<u>TENTATIVE TIMELINE</u>
Delinquent Tax Report	December 9, 2019
Community Health Systems Ordinance	December 9, 2019
Line of Credit Projects Approval	December 9, 2019

Council Members in Attendance: Frank Rabil, Mayor; Barry Cheatham, Vice-Mayor; Councilman Linwood Johnson; Councilman Bobby Cutchins; Councilwoman Wynndolyn Copeland; Councilman Gregory McLemore; and Councilman Benny Burgess

Staff in Attendance: Amanda Jarratt, City Manager and Leesa Barnes, Executive Assistant, Recording Minutes

Other Staff in Attendance: Mark Bly, Director of Power and Light; Sammara Green-Bailey, Interim Director of Parks and Recreation; Tracy Spence, Director of Finance; Russ Pace, Director of Public Works; Vernie Francis, Director of Emergency Services; Brenda Rickman, Commissioner of Revenue; Dinah Babb, Treasurer; Dan Howe, Director of Downtown Franklin Association; Joyce Johnson, Utility Billing Supervisor and Steve Patterson, Chief of City of Franklin Police Department

Call to Order

Frank Rabil called the October 28, 2019 Regular City Council Meeting to order at 7:00 p.m.

Citizen's Time

1st Speaker; Dan Howe, resides at 100 Gillette Court, Franklin, Virginia; Mr. Howe reminded City Council about the following upcoming downtown events:

- Downtown Trick or Treating Thursday, October 31, 2019 5:00 p.m. – 6:00 p.m.
- The Elf Parade Thursday, December 5, 2019 6:00 p.m.
- Christmas Parade Friday, December 6, 2019 7:00 p.m.

Presentation by Western Tidewater Free Clinic

Amanda Jarratt, City Manager introduced Mr. Robert Hayes, a Western Tidewater Free Clinic Board Member to give a presentation of the Western Tidewater Free Clinic.

Mr. Hayes thanked the City of Franklin for their support. He stated since the Western Tidewater Free Clinic opened in 2007, it has provided care to 5,700 patients. The clinic has provided dental care to 516 patients. He added nine of the volunteers are from the Franklin area. He thanked the City again for all of their support.

Amendments to Agenda

Mayor Frank Rabil asked if there were any Amendments to the Agenda.

There were no Amendments to the Agenda.

Consent Agenda

Approval of the September 9, 2019 Davenport Worksession

Mayor Frank Rabil asked if there were any additions or corrections to the minutes from the September 9, 2019, Davenport Worksession.

There being none he asked for a motion of approval.

Vice-Mayor Barry Cheatham made a motion to approve the minutes from the September 9, 2019 Davenport Worksession.

The motion was seconded by Councilwoman Wynndolyn Copeland.

The motion carried the vote by 7-0.



Approval of the September 23, 2019 Regular City Council Meeting

Mayor Frank Rabil asked if there were any additions or corrections to the minutes from the September 23, 2019 Regular City Council Meeting.

Mayor Rabil stated he requested the following correction:

Page 6, Paragraph 3; the sentence reads “The motion carried the vote by a 6-0 vote.”

The sentence should read “The motion carried the vote by a 6-1 vote.”

Mayor Frank Rabil asked for a motion to approve with correction.

Councilman Linwood Johnson made a motion to approve the minutes with correction to the September 23, 2019 Regular City Council Meeting.

The motion was seconded by Vice-Mayor Barry Cheatham.

The motion carried the vote by 7-0.

Approval of the October 16, 2019 Closed Session

Mayor Frank Rabil asked if there were any additions or corrections to the minutes from the October 16, 2019 Closed Session.

There being none, he asked for approval.

Councilwoman Wynndolyn Copeland made a motion to approve the minutes from the October 16, 2019 Closed Session.

The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by 7-0.



Adoption of Arbor Day Proclamation

Councilman Bobby Cutchins read the Arbor Day Proclamation.

See Attached:



ARBOR DAY PROCLAMATION

- Whereas,** In 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and
- Whereas,** this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and
- Whereas,** Arbor Day is now observed throughout the nation and the world, and
- Whereas,** trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and
- Whereas,** trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and
- Whereas,** trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and
- Whereas,** trees, wherever they are planted, are a source of joy and spiritual renewal,
- Whereas,** the City of Franklin celebrates its 35th consecutive year as a Certified "TREE CITY USA", honored by the National Arbor Day Foundation,

NOW, THEREFORE, Frank M. Rabil, Mayor of the City of Franklin, Virginia,

does hereby proclaim October 17, 2019 as

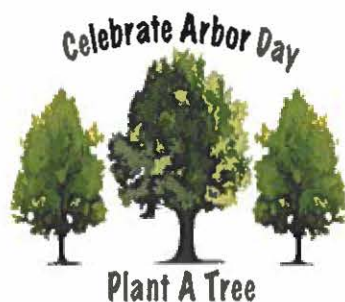
Arbor Day

in the CITY OF FRANKLIN, and we urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 28th day of October, 2019


Frank M. Rabil, Mayor



Mayor Frank Rabil asked for a motion to adopt the Arbor Day Proclamation.

Councilman Gregory McLemore made a motion to adopt the Arbor Day Proclamation.

The motion was seconded by Vice-Mayor Barry Cheatham.

Mayor Frank Rabil thanked Councilman Gregory McLemore for attending the Arbor Day Proclamation in his absence.

The motion carried the vote by 7-0.

Adoption of Small Business Saturday Resolution

Councilman Benny Burgess read the Small Business Saturday Resolution.

See Attached:





PROCLAMATION

SMALL BUSINESS SATURDAY

Whereas, the government of Franklin, Virginia celebrates our local small businesses and the contributions they make to our local economy and community; according to the United States Small Business Administration, there are 30.7 million small businesses in the United States, they represent 99.7 percent of all firms with paid employees in the United States, are responsible for 64.9 percent of net new jobs created from 2000 to 2018; and

Whereas, small businesses employ 47.3 percent of the employees in the private sector in the United States; and

Whereas, 94% of consumers in the United States value the contributions small businesses make in their community; and

Whereas, 96% of consumers who plan to shop on Small Business Saturday® said the day inspires them to go to small, independently-owned retailers or restaurants that they have not been to before, or would not have otherwise tried; and

Whereas, 92% of companies planning promotions on Small Business Saturday said the day helps their business stand out during the busy holiday shopping season; and

Whereas, 59% of small business owners said Small Business Saturday contributes significantly to their holiday sales each year; and

Whereas, Franklin, Virginia supports our local businesses that create jobs, boost our local economy and preserve our communities; and

Whereas, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

Now, Therefore, I, Frank Rabil, Mayor of Franklin, Virginia do hereby proclaim, November 30, 2019, as:

SMALL BUSINESS SATURDAY

And urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

Date: 10/28/19

ATTEST: Amanda C. Juvett
Clerk

Frank Rabil
Mayor

Mayor Frank Rabil asked for a motion to adopt the Small Business Saturday Resolution.

Councilman Linwood Johnson made a motion to adopt the Small Business Saturday Resolution.

The motion was seconded by Vice-Mayor Barry Cheatham.

The motion carried the vote by 7-0.

Introduction of New Employees

Amanda Jarratt, City Manager recognized Steve Patterson, Chief of Police for the City of Franklin to come forward and introduce the new employees for his department.

Chief Patterson introduced the following new employees:

Ashley Justice	Communications Operator
Teresa Unser	Communications Operator
Mark Buzbee	Police Officer
Brandon Sylvia	Police Officer

Mayor Frank Rabil extended a welcome to the new employees.

City Manager Jarratt recognized Tracy Spence, Director of Finance to come forward and introduce the new employees for her department.

Director Spence introduced the following new employees:

Tiffany Warren	Customer Service Representative
Sarah Chattin	Customer Service Representative

Mayor Frank Rabil extended a welcome to the new employees.

City Manager Jarratt recognized Mark Bly, Director of Power & Light to come forward and introduce the new employee for his department.

Director Bly introduced the following new employee:

Jason Greenwell	Line Tech Apprentice
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Presentation Census Bureau

City Manager Amanda Jarratt introduced Shayla Brown to give a brief power point presentation of the Census that is scheduled to begin in March 2020.

She presented the following highlights:

Census Goals

- Count everyone once

Objective

- To conduct with same high quality in comparison to the 2010 design

What's New

- We are maximizing outreach by using traditional and new media
- We are offering and encouraging people to use the secure online response
- We are providing our fieldworkers with handheld devices for collecting census data
- We are utilizing automated systems for recruiting, training and payroll

2020 Census

- U. S. Constitutional Mandated
- Apportion seats in the U.S. House of Representatives
- Conduct redistricting at the Federal, State and Local Levels
- Distribute over \$675 billion federal dollars to state and local governments
- Provide statistical support for grant applications
- Help community plan for future needs

A New Design for the 21st Century

- Motivate People to Respond
- Establish Where to Count
- Count the Population
- Release Census Results

Confidentiality & Privacy

- By law the Census Bureau cannot share individual responses with anyone. That includes the Federal Bureau of Investigation (FBI), the Central Intelligence Agency (CIA), the Internal Revenue Service (IRS), State or Federal Welfare Departments or Governments and programs
- Census Workers must pass a security check. They are sworn to uphold a pledge of confidentiality. The penalty for violating the confidentiality of responses is up to \$250,000.00 fine and up to a five-year prison term
- No court of law can have access to individual census responses.



At the completion of Ms. Brown's presentation, she asked if there were any questions.

Vice-Mayor Cheatham asked what kind of personal information will you be asking.

Ms. Brown replied they will not be asking any personal questions; only how many people are living in the household.

City Manager informed Council that Ms. Brown would be back in the future and she added there will be a Complete Count Committee appointed.

Councilman Benny Burgess asked when will the Census start.

Mrs. Brown answered the Census will start mid-march.

Councilman Burgess asked when was the Census information due back in.

Mrs. Brown replied she would have to get back to him.

Mayor Rabil thanked Ms. Brown for her presentation and time.

Adoption of Emergency Management Plan

City Manager Amanda Jarratt gave an overview of the Emergency Management Plan. She informed Council that every four years the City of Franklin must readopt the Emergency Operation's Plan in order to stay in compliance with State guidelines. Former Chief Carr, Chief Francis and their staff have spent significant time reviewing the plan for any necessary updates. This is a critical plan for the City of Franklin and it is mandatory that it be in place for the City to qualify for assistance from State and Federal resources when qualifying events arise. She added this is a living document that is subject to change as conditions warrant or the City receives additional mandates from the Federal or State government.

Mayor Frank Rabil asked if there were any questions.

There being no questions, Vice-Mayor Barry Cheatham read the Emergency Management Plan Resolution #2019-06.

See Attached:





**RESOLUTION #2019-06
THE FRANKLIN CITY COUNCIL ADOPTION OF THE EMERGENCY
OPERATIONS PLAN**

WHEREAS, the City Council of the City of Franklin, Virginia recognizes the need to prepare for, respond to and recover from natural and manmade disasters, and

WHEREAS, the City of Franklin has a responsibility to provide for the safety and well-being of its citizens and visitors, and

WHEREAS, the City of Franklin has established and appointed a Director and Coordinator of Emergency Management

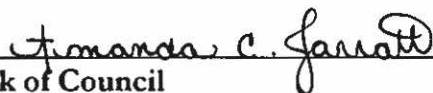
NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the City Council of the City of Franklin, Virginia that this Emergency Operations Plan as revised October 2019, is officially adopted, and

IT IS FURTHER PROCLAIMED AND ORDERED that the Director of Emergency Management, or his / her designees, are tasked and authorized to maintain and revise as necessary this document over the next four (4) year period or until such time it be ordered to come before this Council.

DATED: October 28, 2019



Mayor



Clerk of Council

Mayor Rabil asked for a motion to adopt the Emergency Operations Plan Resolution #2019-06.

A motion was made by Vice-Mayor Barry Cheatham to adopt the Emergency Operations Plan Resolution #2019-06.

The motion was seconded by Councilman Benny Burgess.

The motion carried the vote by 7-0.

Courthouse Update

City Manager Amanda Jarratt reminded Council that they are scheduled to meet with the Southampton County Board of Supervisors on October 29, 2019 at the Southampton Circuit Courthouse to review the responses concerning the County's RFP.

City Manager Jarratt informed Council the City's RFP for the Courthouse was issued and responses are due on October 31, 2019.

City Manager Jarratt added the walk-through metal detector has been delivered and assembled and the City will be working with Southampton County Sheriff's Department to get the metal detector implemented into use at our courthouse.

City Manager's Report

City Manager Amanda Jarratt updated Council on the following projects:

- The Hunterdale Water Tower project is estimated to be completed by late November, weather permitting.
- As previously mentioned the Verizon Tower project is estimated to be completed in November of 2019.
- The closing on the General Fund and Line of Credit occurred on Thursday, October 15, 2019. The restructuring is ongoing and an update will be given at the November 25, 2019 meeting.
- Staff attended a meeting of the Madison Street Management Team meeting on October 23, 2019. The project is nearing completion.
 - MY 1:23 units were rehabilitated. Seventeen were paid for with CDBG and seven with HOME funds.
 - MY 2: three units rehabilitated: All paid for with CDBG funds.

City Manager Jarratt added the ribbon cutting for the multi-purpose facility at Armory Field was held on Friday, October 25, 2019.

City Manager Jarratt informed Council that there is a Town Hall Meeting scheduled for Thursday, November 14, 2019, at 7:00 p.m. at the Franklin High School Auditorium for citizens to attend and share their thoughts and visions on how to continue to move the City forward.

City Manager Jarratt informed Council that the Budget Calendar has been completed and this will be shared with them on Friday's email and at the Monday November 25, 2019 City Council Meeting.



City Manager Jarratt also announced that all of the CHS hospitals located in the state of Virginia including Southampton Memorial Hospital are in the process of being purchased by Bon Secours, a non-profit Maryland based Company.

Community Events

City Manager Amanda Jarratt informed Council of the following Community Events:

- Downtown Trick of Treat October 31, 2019 - 5:00 p.m. – 7:00 p.m.
- Downtown Christmas Open House, November 23, 2019
- Christmas Farmers Market, November 23, 2019
- Small Business, Saturday, November 30, 2019
- City of Franklin Community Christmas Parade, December 6, 2019

Council / Staff Reports on Boards / Commissions

Vice-Mayor Barry Cheatham informed Council that he attended a Hampton Roads Planning District Commission (HRPDC) meeting where the topics of discussion was the Atlantic Coast Pipeline and the Hot Lanes.

Vice-Mayor Barry Cheatham also informed Council he attended the Western Tidewater Regional Jail meeting. There are still quite a few Federal inmates incarcerated. The United States Immigration and Customs Enforcement (ICE) attended and made a couple of proposals which were tabled.

Councilman Linwood Johnson informed Council that he attended the S. P. Morton Halloween Gala which was well attended.

Councilman Johnson informed Council that he attended the Virginia Municipal League (VML) Conference in Roanoke, Virginia where finance and transportation are just some of the items that were discussed. He added that the Emergency Management Plan which the City adopted tonight was also discussed.

Mayor Frank Rabil acknowledged the good works and contributions that Bill Scarborough did for the City. He passed on recently and will be greatly missed.

Mayor Frank Rabil informed Council that the City Cancer Walk took place Saturday, October 26, 2019 where the honorees were Joe Misseri and Courtney Blunt. It was well attended.

Mayor Frank Rabil added he attended the ribbon cutting for the Virginia Peanut Company Gourmet Market and the fundraiser at the Farmers Market which was very nice and thanked everyone responsible for such a wonderful event.

Mayor Rabil also acknowledged the good works and contributions that Asa Johnson did for the Franklin Community. He too passed away recently.



Closed Session

Mayor Frank Rabil asked for a motion to go into Closed Session.

Councilwoman Wynndolyn Copeland motioned to meet in closed session to discuss appointments to boards and commissions; to discuss a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its' facilities in the community; discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; briefing by staff on actual or probable litigation. Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body pursuant to Virginia Code Section 2.2 – 3711 (A) (1), (3) (5) (7) & (29).

The motion was seconded by Vice-Mayor Barry Cheatham.

The motion carried the vote by 7-0.

Closed Session Appointments

Vice-Mayor Barry Cheatham made a motion to appoint Chad Edwards, Deputy Director of Public Works as the alternate representing the City of Franklin on the Southeastern Public Service Authority (SPSA) Board of Directors.

The motion was seconded by Councilwoman Wynndolyn Copeland.

The motion carried the vote by 7-0.

Motion to Come Out of Closed Session

Vice-Mayor Barry Cheatham made a motion to come out of Closed Session.

The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by 7-0.



Adjournment

Councilman Linwood Johnson made a motion to adjourn the October 28, 2019 Regular City Council Meeting.

The motion was seconded by Wynndolyn Copeland.

The motion carried the vote by 7-0.

The October 28, 2019 Regular City Council Meeting adjourned at 9:22 p.m.

Mayor

Clerk to City Council



MINUTES FROM THE OCTOBER 29, 2019 JOINT MEETING WITH FRANKLIN CITY COUNCIL AND
SOUTHAMPTON COUNTY BOARD OF SUPERVISORS

City Council Members in Attendance: Frank Rabil, Mayor; Barry Cheatham, Vice-Mayor; Councilman Linwood Johnson; Councilman Bobby Cutchins; Councilwoman Wynndolyn Copeland; Councilman Gregory McLemore and Councilman Benny Burgess

City of Franklin Staff in Attendance: Amanda Jarratt, City Manager and Leesa Barnes, Executive Assistant, Recording Minutes

Southampton County Board of Supervisors in Attendance: Dallas O. Jones, Chairman; Ronald M. West, Vice-Chairman; Dr. Alan W. Edwards, Jerusalem District; Carl J. Faison, Boykins District, S. Bruce Phillips, Capron District and Barry T. Porter, Franklin District

Southampton County Board of Supervisors Not in Attendance: R. Randolph Cook, Newsoms, District

Southampton County Staff in Attendance: Mike Johnson, Administrator of Southampton County; Lynnette Lowe, Deputy Administrator of Southampton County / Chief Financial Officer; Richard Railey, Southampton County Attorney; Rick Francis, Clerk of Court; Cynthia Edwards Payroll Accountant and Nora Atkins, Administrative Assistant; Recording Minutes

Call to Order

Dallas Jones, Chairman of the Southampton County Board of Supervisors called the October 29, 2019 Joint Meeting to order at 7:00 p.m.

Frank Rabil, Mayor of the City of Franklin called the October 29, 2019 joint meeting to order at 7:00 p.m. and thanked the Southampton County Board of Supervisors for inviting City Council to join the meeting.

Mike Johnson, Southampton County Administrator stated there were three objectives for this meeting,

1. Rate the six Proposals in response to the RFP for the Courthouse Renovation Project, rank the proposals. The ranking order will be one through six, one being the best, two being second best in that order.
2. Once the consensus on how the proposals rank, the decision will be made on how many architect firms will be interviewed.
3. Set a date for the interviews.

Administrator Johnson stated that everyone was given a score sheet and the results were:

1. The top ranked firm was CJMW Interior Design Planning. They scored a total of 78 out of the 84 points.
2. The second firm was PMA Architecture, they scored 68 out of 84 points.
3. The third firm was Glave' & Holmes Architecture, they scored 67 out of 84 points.
4. The fourth firm was HBA Architecture & Interior Design, they scored 43 out of 84 points.
5. The fifth firm was Enteros Design, they scored 33 out of 84 points.
6. The sixth firm was Crabtree, Rohbaugh & Associates Architects, they scored 27 out of 84 points.

Administrator Johnson asked if everyone felt like the numerical averages were consistent.

Everyone in attendance agreed with the numerical averages.

Administrator Johnson then asked how many firms would be chosen to interview.

The consensus was to interview the top three firms.

Mayor Frank Rabil asked who would be involved in the interview process.

MINUTES FROM THE OCTOBER 29, 2019 JOINT MEETING WITH FRANKLIN CITY COUNCIL AND
SOUTHAMPTON COUNTY BOARD OF SUPERVISORS

Administrator Johnson confirmed that Franklin City Council and the Southampton County Board of Supervisors would be involved in the interview process.

Administrator Johnson asked what date, time, and location would be good for the interviews to take place.

The consensus decided to conduct the interviews on Monday, November 18, 2019 at 7:00 pm and the location would be determined at a later date.

Administrator Johnson informed everyone the interviews would be conducted in the following manner:

- Each firm will be allowed to elaborate for twenty minutes.
- Twenty minutes to answer questions
- Ten minutes for discussion

Administrator Johnson stated each firm will be asked to prepare a non-binding estimate of cost.

Barry T. Porter, Supervisor for the Franklin District clarified that this is not the cost of the building, this is the cost of the firm's services.

Administrator Johnson explained there are four elements to the architectural contract and they include the concept work, design drawings, bidding services and the construction administration and management.

Councilman Linwood Johnson asked what was the process after the firm interviews have been conducted.

Administrator replied after the firm interviews there will be another scoring process. There will be two more pieces of information to factor into the thought process which are, the firm's performance during the interview and how they responded to your questions. The non-binding estimate of cost will be provided. This information will go through the ranking process and a decision will be made from this information.

Administrator Johnson suggested appointing one member from City Council and one member from the Southampton County Board of Supervisors as a negotiator for each group.

Councilman Johnson expressed his concern that the election was on Tuesday, November 6, 2019, and there is a possibility there will be new members on the Southampton County Board of Supervisors.

Supervisor Porter stated we have a responsibility to perform our jobs until our terms are met. He added this project is already behind and it does not need to be delayed any longer.

Councilman McLemore asked about letting the individuals that are campaigning for these offices participate in the meetings.

Supervisor Porter replied that is not allowed.

Dr. Allen Edwards, Supervisor for the Jerusalem District agreed with Supervisor Porter's statement.

Carl Faison, Supervisor for the Boykin's District also agreed with Supervisor Porter's statement.

Adjournment

Dallas Jones, Chairman of the Southampton County Board of Supervisors asked if there was anything else to discuss.

There being nothing further to discuss Chairman Dallas Jones adjourned the October 29, 2019 joint meeting with Franklin City Council and the Southampton County Board of Supervisors.

MINUTES FROM THE OCTOBER 29, 2019 JOINT MEETING WITH FRANKLIN CITY COUNCIL AND
SOUTHAMPTON COUNTY BOARD OF SUPERVISORS

The October 29, 2019 joint meeting with Franklin City Council and Southampton County Board of Supervisors adjourned at 7:14 p.m.

Mayor

Clerk to City Council

The Franklin City Council held a Town Hall Meeting on Thursday, November 14, 2019 at 7:00 p.m. in the Auditorium located at the Franklin High School.

Council Members in Attendance: Frank Rabil, Mayor; Barry Cheatham, Vice-Mayor; Councilman Linwood Johnson; Councilman Bobby Cutchins; Councilwoman Wynndolyn Copeland; Councilman Gregory McLemore and Councilman Benny Burgess

Staff in Attendance: Amanda Jarratt, City Manager and Leesa Barnes, Executive Assistant, Recording Minutes

Other Staff in Attendance: Samara Green-Bailey, Interim Director of the Parks and Recreation Department; Russ Pace, Director of Public Works; Dan Howe, Director of Downtown Franklin Association; Mark Bly, Director Power & Light; Steve Newsome, Information Technology Specialist and Steve Patterson, Chief of the City of Franklin Police Department

Call to Order

Mayor Frank Rabil called the November 14, 2019, Town Hall Meeting to order at 7:00 p.m.

Mayor Frank Rabil turned the floor over to Amanda Jarratt, City Manager to give a brief introduction to the Town Hall Meeting. She informed Council and everyone in attendance that there was a City Council Retreat scheduled for Saturday, November 16, 2019 at City Hall at 8:00 a.m. She stated that the topics of discussion would be former requests from the previous town hall meetings and that please know that City Council is hearing you and is listening to you.

Mayor Rabil thanked everyone for attending the Town Hall Meeting and called the first citizen that had signed up to speak.

Citizen 1

Shayla Brown - Speaker for 2020 Census; one of the goals of the 2020 Census is to count everyone once and only once. The 2020 Census should be received in residences by mail around the middle of March 2019 and is not due back until July 31, 2019. The 2020 Census can also be done online and has partnered with libraries for internet access. The 2020 Census will also create 12,000 positions and these Job opportunities are available online. Ms. Brown asked if there were any questions.

Citizen 2

Bobby Tyler resides at 112 Queens Lane, Franklin, Virginia; Mr. Tyler stated that the citizens look to the elected officials to provide leadership, oversight and direction to move the City forward to become the place we all know and love. He had one suggestion and two questions. Mr. Tyler stated he understood according to the newspaper that City Council was considering hiring an outside legal firm to replace the full-time City Attorney. He stated the City of Franklin is a small City and he hoped that City Council would consider keeping our tax dollars low. He suggested hiring a part-time Attorney possibly even rehiring the previous City Attorney.

Mr. Tyler stated at the last Town Hall Meeting he suggested City Council adopt State Code #15.2-2511.2 which states:

“Abuse” means the excessive or improper use of something, or the employment of something in a manner contrary to the natural or legal rules for its use; the intentional destruction, diversion, manipulation, misapplication, maltreatment, or misuse of resources owned or operated by the locality; or extravagant or excessive use so as to abuse one’s position of authority.

“Fraud” means the intentional deception perpetrated by an individual or individuals, or an organization or organizations, either internal or external to local government, that could result in a tangible or intangible benefit to themselves, others or the locality or could cause detriment to others or the locality. Fraud excludes a false representation of a matter of fact, whether by words or by conduct, by false or misleading statements, or by concealment of that which should have been disclosed, which deceives and is intended to deceive.

“Waste” means the intentional or unintentional, thoughtless or careless expenditure, consumption, mismanagement, use, or squandering of resources owned or operated by the locality to the detriment or potential detriment of the locality. Waste also includes incurring unnecessary costs because of inefficient or ineffective practice, systems or controls.

Mr. Tyler suggested a hotline or a website be setup which citizens or City employees can call anonymously to report any of the above situations.

Mr. Tyler then asked City Council excluding budget, what are your next top three goals for the next six months.

Mayor Frank Rabil opened the floor for more speakers to come forward.

Citizen 3

Dan Howe resides at 100 Gillette Court, Franklin, Virginia; Mr. Howe asked the status of the Verizon Tower and the water tower.

Amanda Jarratt, City Manager replied the Verizon Tower is scheduled to be operational on November 18, 2019 and the water tower weather permitted should be wrapped up the week of Thanksgiving.

Mayor Frank Rabil asked if there was anyone else that would like to speak.

There were no more speakers.

Mayor Rabil reminded everyone in attendance about the Council Retreat scheduled for Saturday, November 16, 2019 and it will be open for public attendance.

Adjournment

Mayor Rabil adjourned the November 14, 2019 City Council Town Hall Meeting at 7:14 p.m.

Mayor

Clerk to City Council

BUDGET AMENDMENT 2020-5

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2019-2020 City Budget is hereby amended to record the financing package approved by Council on September 9, 2019:

		2019-2020	AMENDED	INCREASE
		BUDGET	BUDGET	(DECREASE)
100	<u>GENERAL FUND</u>			
	REVENUE			
24040-0016	RSAF Grant	\$101,867	\$0	\$(101,867)
41050-0012	Transfer from Capital Project	0	110,533	<u>110,533</u>
				\$8,666
	EXPENDITURES			
93100-9380	Transfer to Capital Project	853,122	751,255	\$(101,867)
91600-1000	Reserve for General Fund	234,563	345,096	<u>110,533</u>
				\$8,666
		CAPITAL	AMENDED	INCREASE
		PROJECTS	BUDGET	(DECREASE)
		BUDGET	BUDGET	
200	<u>GENERAL FUND-CAPITAL</u>			
	<u>PROJECTS</u>			
	REVENUE			
41040-0002	Proceeds from Lease	\$832,600	\$0	\$(832,600)
41040-0003	Proceeds from Loan	1,649,572	229,572	(1,420,000)
41040-0003	Proceeds from Loan	229,572	5,229,572	5,000,000
41050-9480	Transfer from General Fund	1,394,778	1,292,911	<u>(101,867)</u>
				\$2,645,533
	EXPENDITURES			
94000-8100	HVAC	\$1,200,000	\$1,500,000	\$300,000
94000-8250	Street Sweeper	0	160,000	160,000
94000-8252	E911 Radio Equipment	0	450,000	450,000
94000-8253	Police Cameras	0	220,000	220,000
94000-8254	Medic 5 Replacement	0	250,000	250,000
94000-8255	Bay Heater & Door Replacement	0	85,000	85,000
94000-8256	Dump Truck	0	150,000	150,000
94000-8257	Backhoe	0	135,000	135,000
94000-8131	Engine 3 Replacement/Ladder	475,000	1,100,000	625,000
94000-8221	Generator	220,000	250,000	30,000
95101-9800	Cost of Issuance	0	130,000	130,000
93100-0105	Transfer to General Fund	0	110,533	<u>110,533</u>
				\$2,645,533

		CAPITAL PROJECTS BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
605	<u>ELECTRIC FUND-CAPITAL PROJECTS</u>			
	<u>REVENUE</u>			
41040-0003	Proceeds from Loan	\$0	\$3,060,000	\$3,060,000
				\$3,060,000
	<u>EXPENSES</u>			
94000-8516	Substation	\$0	\$3,000,000	\$3,000,000
95101-9800	Cost of Issuance		60,000	<u>60,000</u>
				\$3,060,000

*Certified copy of resolution adopted by
Franklin City Council.*

Clerk to the City Council

BUDGET AMENDMENT 2020-6

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2019-2020 City Budget is hereby amended to:

1. *recognize revenues related to the Western Tidewater Home Consortium Fund and appropriate such revenue for use;*
2. *carry forward unspent budgeted funds for the Madison Street Neighborhood Revitalization CDBG Grant #14-26 (MY-1) as approved by the Franklin City Council and in accordance with DHCD financial guidelines; and*
3. *carry forward unspent budgeted funds for the Madison Street Neighborhood Revitalization CDBG Grant #16-07 (MY-2) as approved by the Franklin City Council and in accordance with DHCD financial guidelines*

		2019-2020	AMENDED	INCREASE
		BUDGET	BUDGET	(DECREASE)
289	<u>WESTERN TIDEWATER HOME CONSORTIUM FUND</u>			
	REVENUE			
24002-8700	Home Funds-WTHC	\$0	\$124,923	<u>\$124,923</u>
				\$124,923
	EXPENDITURES			
99999-3600	Administration	\$0	\$3,483	\$3,483
99999-7819	206 Cobb Street	0	121,440	<u>121,440</u>
				\$124,923
296	<u>MADISON STREET NEIGHBORHOOD CDBG FUND (MY-1)</u>			
	REVENUE			
33000-0100	Federal Aid-Madison Grant MY-1	\$0	\$8,200	<u>\$8,200</u>
				\$8,200
	EXPENDITURES			
85000-3140	Precontract Services-ERR	\$0	\$9	\$9
85000-3141	Management Assistance	0	5,416	5,416
85000-3143	Contract Monitoring	0	375	375
85000-3149	Construction Complete	0	2400	<u>2400</u>
				\$8,200

296	<u>MADISON STREET NEIGHBORHOOD CDBG FUND (MY-2)</u>			
	REVENUE			
33000-0200	Federal Aid-Madison Grant MY-2	\$0	\$319,137	\$319,137
				\$319,137
	EXPENSES			
86000-3145	Compliance Review	\$0	\$1,000	\$1,000
86000-3148	Administrative Closeout	0	2,500	2,500
86000-3149	Construction Complete	0	8,165	8,165
86000-4301	Investor-Owner Construction	0	12,256	12,256
86000-4303	Rehabilitation Specialist	0	70	70
86000-4305	Temporary Relocation	0	640	640
86000-4307	Home Maintenance Training	0	69	69
86000-7601	Storm Sewer-Construction	0	15,629	15,629
86000-7603	Water-Construction	0	16,000	16,000
86000-7604	Sewer-Construction	0	262,808	<u>262,808</u>
				\$319,137

*Certified copy of resolution adopted by
Franklin City Council.*

Clerk to the City Council

BUDGET AMENDMENT 2020-7

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2019-2020 City Budget is hereby amended to:

1. recognize additional revenues related to donations to the Police Department earmarked to purchase a K-9 vest;
2. recognize additional revenues related to donations to the Animal Shelter from the Bronco Rod & Gun Club; and
3. reallocation of budgeted expenditures approved by State for DSS to purchase an automobile (no additional match to City).

		2019-2020	AMENDED	INCREASE
		BUDGET	BUDGET	(DECREASE)
100	<u>GENERAL FUND</u>			
	REVENUE			
18990-3041	Donations-Police	\$0	\$950	\$950
18990-3057	Donations-Other	100	150	<u>50</u>
				\$1,000
	EXPENDITURES			
31100-5854	K9 Supplies, Training, Healthcare	\$3,500	\$4,450	\$950
35100-6007	Repairs & Maintenance Supplies	20,000	20,050	<u>50</u>
				\$1,000
201	<u>VIRGINIA PUBLIC ASSISTANCE FUND</u>			
	EXPENDITURES			
53110-8105	Automobile	\$25,000	\$50,000	\$25,000
87200-1300	VIEW Purchase Services	46,163	21,163	<u>(25,000)</u>
				\$0

Certified copy of resolution adopted by
Franklin City Council.

Clerk to the City Council



*Office of the City Manager
Amanda C. Jarratt*

November 21, 2019

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Bond Resolution Adoption

Background

As discussed since April of 2019 the City of Franklin is in the process of restructuring a portion of our existing debt to take advantage of more favorable repayment terms. The capital borrowing has been completed, and this resolution is the final part of the process. Davenport will be present to provide an update and overview.

Needed Action

Adopt the resolution as presented.

CITY OF FRANKLIN, VIRGINIA

**A RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF GENERAL
OBLIGATION REFUNDING BONDS OF THE CITY OF FRANKLIN, VIRGINIA,
PROVIDING FOR THE FORM, DETAILS AND PAYMENT THEREOF**

Adopted on November 25, 2019

WHEREAS, the City Council (**the “City Council”**) of the City of Franklin, Virginia (**the “City”**) has received a plan of financing from the City’s Financial Advisor, Davenport & Company LLC (**the “Financial Advisor”**) and determined under such plan to issue its taxable general obligation refunding bonds to (a) restructure and refinance all or a portion of the City's outstanding General Obligation Refunding Bonds, Series 2010, its General Obligation Refunding Bonds, Series 2015A (Tax-Exempt) and its General Obligation Refunding Bonds, Series 2015B (Taxable) (**together, the “Refunded Bonds”**) originally issued to finance and refinance various capital projects in the City (**together, the “Projects”**), and (b) to pay costs incurred in issuing such taxable general obligation refunding bonds;

WHEREAS, the City Council has determined that (i) the City is in need of funds to be used by the City for restructuring the Refunded Bonds to achieve cash flow relief for the City, for costs of issuance of the Bonds (as defined below), (ii) the obtaining of such funds will be for municipal purposes of the City for the welfare of citizens of the City for purposes which will serve the City and its citizens, (iii) the most effective, efficient and expedient manner in which to provide such funds to refund, refinance and restructure the Refunded Bonds is by the issuance of the Bonds in the maximum principal amount of up to \$7,100,000, the issuance of such Bonds being within the power of the City to contract debts, borrow money and make and issue evidence of indebtedness, and (iv) the issuance of the Bonds is in the best interests of the City and its citizens;

WHEREAS, pursuant to Section 15.2-2643 *et seq.* of the Public Finance Act of 1991, Title 15.2, Chapter 26 of the Code of Virginia of 1950, as amended (**the “Public Finance Act”**), the City is authorized to issue bonds to refund, refinance and restructure the Refunded Bonds;

WHEREAS, the City’s administration and the Financial Advisor have recommended to the City Council that the City issue and sell taxable general obligation refunding bonds based on the recommendation of the Financial Advisor;

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA:

1. Issuance of Bonds. Pursuant to the Constitution and statutes of the Commonwealth of Virginia, including the Public Finance Act and the City Charter, there shall be issued and sold taxable general obligation refunding bonds of the City in the maximum aggregate principal amount of \$7,100,000 to provide funds to (a) refund, refinance and restructure the Refunded Bonds and (c) pay the costs of issuing such taxable general obligation refunding bonds.

2. Bond Details.

(a) The taxable general obligation refunding bonds shall be issued in one or more series, shall be designated “General Obligation Refunding Bonds, Series 2019C (Taxable)” (**the “Bonds”**) or such other designation as may be determined by the Mayor or the City Manager (**hereinafter the Mayor or City Manager shall be referred to as the “City Representative”**), shall be in registered form in denominations of \$5,000 and integral multiples thereof, shall be dated such date as determined by the City Representative and shall be numbered R-1 upward. Subject

to Section 8, the issuance and sale of the Bonds are authorized on terms as shall be satisfactory to the City Representative; provided, however, that the Bonds (a) shall have a “true” or “Canadian” interest cost not to exceed 5.0% (taking into account any original issue discount or premium) and (b) shall have a final maturity no later than December 31, 2040.

(b) Each Bond shall bear interest from its dated date at such rate as shall be determined at the time of sale, calculated on the basis of a 360-day year of twelve 30-day months, and payable semiannually on dates determined by the City Representative. Principal shall be payable to the registered owners upon surrender of Bonds as they become due at the office of the Registrar (as hereinafter defined). Interest shall be payable by check or draft mailed to the registered owners at their addresses as they appear on the registration books kept by the Registrar on the date prior to each interest payment date (**the “Record Date”**) that shall be determined by the City Representative. If any interest payment date is not a business day, such payment shall be made on the next succeeding business day with the same effect as if made on the interest payment date and no additional interest shall accrue. Principal and interest shall be payable in lawful money of the United States of America.

(c) Initially, one Bond certificate for each maturity shall be issued to and registered in the name of The Depository Trust Company, New York, New York (“**DTC**”), or its nominee. The City has heretofore entered into a Blanket Letter of Representations relating to a book-entry system to be maintained by DTC with respect to the Bonds. “Securities Depository” shall mean DTC or any other securities depository for the Bonds appointed pursuant to this Section.

(d) In the event that (1) the Securities Depository determines not to continue to act as the securities depository for the Bonds by giving notice to the Registrar, and the City discharges its responsibilities hereunder, or (2) the City in its sole discretion determines (i) that beneficial owners of Bonds shall be able to obtain certificated Bonds or (ii) to select a new Securities Depository, then its chief financial officer shall, at the direction of the City, attempt to locate another qualified securities depository to serve as Securities Depository and authenticate and deliver certificated Bonds to the new Securities Depository or its nominee, or authenticate and delivered certificated Bonds to the beneficial owners or to the Securities Depository participants on behalf of beneficial owners substantially in the form provided for in Section 5; provided, however, that such form shall provide for interest on the Bonds to be payable (A) from the date of the Bonds if they are authenticated prior to the first interest payment date, or (B) otherwise from the interest payment date that is or immediately precedes the date on which the Bonds are authenticated (unless payment of interest thereon is in default, in which case interest on such Bonds shall be payable from the date to which interest has been paid). In delivering certificated Bonds, the chief financial officer shall be entitled to rely on the records of the Securities Depository as to the beneficial owners or the records of the Securities Depository participants acting on behalf of beneficial owners. Such certificated Bonds will then be registrable, transferable and exchangeable as set forth in Section 7.

(e) So long as there is a Securities Depository for the Bonds (1) it or its nominee shall be the registered owner of the Bonds, (2) notwithstanding anything to the contrary in this Resolution, determinations of persons entitled to payment of principal and interest, transfers of ownership and exchanges and receipt of notices shall be the responsibility of the Securities Depository and shall be effected pursuant to rules and procedures established by such Securities

Depository, (3) the Registrar and the City shall not be responsible or liable for maintaining, supervising or reviewing the records maintained by the Securities Depository, its participants or persons acting through such participants, (4) references in this Resolution to registered owners of the Bonds shall mean such Securities Depository or its nominee and shall not mean the beneficial owners of the Bonds and (5) in the event of any inconsistency between the provisions of this Resolution and the provisions of the above-referenced Blanket Letter of Representations such provisions of the Blanket Letter of Representations, except to the extent set forth in this paragraph and the next preceding paragraph, shall control.

3. Redemption Provisions. The Bonds may be subject to redemption prior to maturity at the option of the City on or after dates, if any, and at such prices as shall be determined by the City Representative, provided that the redemption premium, if any, shall not exceed 2.0%.

Any term bonds may be subject to mandatory sinking fund redemption upon terms determined by the City Representative.

If less than all of the Bonds are called for redemption, the maturities of the Bonds to be redeemed shall be selected by the City Representative, in such manner as he may determine to be in the best interest of the City. If less than all of any maturity is called for redemption, the Bonds within such maturity to be redeemed shall be selected by the Securities Depository pursuant to its rules and procedures or, if the book-entry system is discontinued, shall be selected by the Registrar by lot in such manner as the Registrar in its discretion may determine. In either case, (a) the portion of any Bond to be redeemed shall be in the principal amount of \$5,000 or some integral multiple thereof and (b) in selecting Bonds for redemption, each Bond shall be considered as representing that number of Bonds that is obtained by dividing the principal amount of such Bond by \$5,000. The City shall cause notice of the call for redemption identifying the Bonds or portions thereof to be redeemed to be sent by electronic or facsimile transmission, registered or certified mail or overnight express delivery, not less than 30 nor more than 60 days prior to the redemption date, to the registered owner of the Bonds. The City shall not be responsible for mailing notice of redemption to anyone other than DTC or another qualified securities depository or its nominee unless no qualified securities depository is the registered owner of the Bonds. If no qualified securities depository is the registered owner of the Bonds, notice of redemption shall be mailed to the registered owners of the Bonds. If a portion of a Bond is called for redemption, a new Bond in principal amount equal to the unredeemed portion thereof will be issued to the registered owner upon the surrender thereof.

In the case of an optional redemption, the notice may state that (1) it is conditioned upon the deposit of moneys, in an amount equal to the amount necessary to effect the redemption, no later than the redemption date or (2) the City retains the right to rescind such notice on or prior to the scheduled redemption date (**in either case, a “Conditional Redemption”**), and such notice and optional redemption shall be of no effect if such moneys are not so deposited or if the notice is rescinded as described herein. Any Conditional Redemption may be rescinded at any time. The City shall give prompt notice of such rescission to the affected Bondholders. Any Bonds subject to Conditional Redemption where redemption has been rescinded shall remain outstanding, and the rescission shall not constitute an event of default. Further, in the case of a Conditional Redemption, the failure of the City to make funds available on or before the redemption date shall not constitute an event of default, and the City shall give immediate notice to all organizations

registered with the Securities and Exchange Commission as securities depositories or the affected Bondholders that the redemption did not occur and that the Bonds called for redemption and not so paid remain outstanding.

4. Execution and Authentication. The Bonds shall be signed by the manual or facsimile signatures of the Mayor or Vice Mayor and the City's seal shall be affixed thereto and shall be attested by the manual or facsimile signature of the City Clerk; provided, however, that if all of such signatures are facsimiles, no Bond shall be valid until it has been authenticated by the manual signature of the Registrar or if a bank has been appointed registrar pursuant to Section 7, an authorized officer or employee of such bank, and the date of authentication noted thereon.

5. Bond Form. The Bonds shall be in substantially in the form of Exhibit A attached hereto with such completions, omissions, insertions and changes not inconsistent with this Resolution as may be approved by the officers signing the Bonds, whose approval shall be evidenced conclusively by the execution and delivery of the Bonds.

6. Pledge of Full Faith and Credit. The full faith and credit of the City are irrevocably pledged for the payment of principal of and premium, if any, and interest on the Bonds. Unless other funds are lawfully available and appropriated for timely payment of the Bonds, the City Council shall levy and collect an annual ad valorem tax, over and above all other taxes authorized or limited by law and without limitation as to rate or amount, on all locally taxable property in the City sufficient to pay when due the principal of and premium, if any, and interest on the Bonds.

7. Registration, Transfer and Owners of Bonds. The Bonds shall be issued in registered form without coupons, payable to the registered holders or registered assigns. The City may in its discretion appoint at any time a qualified bank or trust company as paying agent and registrar for the Bonds (**the "Registrar"**). The Registrar shall maintain registration books for the registration and registration of transfers of Bonds. Upon presentation and surrender of any Bonds at the office of the Registrar, at its corporate trust office if the Registrar is a bank or trust company, together with an assignment duly executed by the registered owner or his duly authorized attorney or legal representative in such form as shall be satisfactory to the Registrar, the City shall execute, and the Registrar shall authenticate, if required by Section 4, and deliver in exchange, a new Bond or Bonds having an equal aggregate principal amount, in authorized denominations, of the same form and maturity, bearing interest at the same rate, and registered in names as requested by the then registered owner or his duly authorized attorney or legal representative. Any such exchange shall be at the expense of the City, except that the Registrar may charge the person requesting such exchange the amount of any tax or other governmental charge required to be paid with respect thereto.

The Registrar shall treat the registered owner as the person exclusively entitled to payment of principal, premium, if any, and interest and the exercise of all other rights and powers of the owner, except that interest payments shall be made to the person shown as owner on the registration books on the Record Date.

8. Sale of Bonds and Bond Purchase Agreement. If the City Representative determines that it is in the best interest of the City to sell any Bonds in a competitive sale, then the

City Representative is authorized and directed to cause an official notice of bond sale to be issued and accept a qualifying bid or qualifying bids for the purchase of the Bonds which results in the lowest "true" or "Canadian" interest cost to the City, and the Bonds shall bear interest at such rate or rates and shall be sold at such price or prices as may be set forth in the bid(s) accepted by the City Representative. If the City Representative determines that it is in the best interest of the City to sell any Bonds in a negotiated sale, then the City Representative is hereby authorized to enter into a bond purchase agreement or bond purchase agreements with an underwriter or group of underwriters with demonstrated experience in underwriting municipal securities to be selected by the City Representative. The City Representative is authorized and directed to approve such optional or mandatory redemption provisions for the Bonds as the City Representative may determine to be in the best interest of the City. Notwithstanding anything to the contrary herein, by 5:00 p.m. on the date prior to the sale date of any Bonds identified in the official notice of sale for the Bonds, if any, if either no underwriter or only one underwriter has advised of its intention to bid on the Bonds, the City Representative, after consultation with the City's financial advisor and the City's bond counsel, is authorized to remove such series or maturities of Bonds from the bidding process and to pursue a negotiated sale for such series or maturities of Bonds. The approval of the final terms and conditions of the Bonds subject to the foregoing parameters shall be evidenced conclusively by the execution and delivery of the Bonds in accordance with paragraph 11 of this Resolution. The City Representative shall then, based on the recommendation of the City's Financial Advisor (a) determine the principal amount of the Bonds, subject to the limitations set forth in Section 1, (b) determine the interest rates of the Bonds, maturity schedule of the Bonds, and the price to be paid for the Bonds, subject to the limitations set forth in Section 2 and herein, (c) determine the redemption provisions of the Bonds, subject to the limitations set forth in Section 3, and (d) determine the dated date, the principal and interest payment dates and the Record Date of the Bonds, and whether municipal bond insurance is appropriate to secure the same, all as the City Representative determines to be in the best interests of the City.

If a negotiated sale of the Bonds is pursued, then following the determination of the terms of the Bonds and their sale, the City Representative, is authorized to execute and deliver a bond purchase agreement reflecting the final terms of the Bonds (**the "Bond Purchase Agreement"**). The Bond Purchase Agreement shall be substantially in the form presented to this meeting with such completions, omissions, insertions and change that are not inconsistent with this Resolution, the execution thereof by the City Representative, to constitute conclusive evidence of his or her approval of the Bond Purchase Agreement. The actions of the City Representative, in selling the Bonds shall be conclusive, and no further action with respect to the sale and issuance of the Bonds shall be necessary on the part of the City Council.

9. Official Statement. The draft of a Preliminary Official Statement describing the Bonds, copies of which will have been provided to the members of the City Council in advance of approval hereof, is approved as the form of the Preliminary Official Statement by which the Bonds will be offered for sale, with such completions, omissions, insertions and changes not inconsistent with this Resolution as the City Representative may consider appropriate. The City Representative is authorized and directed to execute an Official Statement in final form (**the "Official Statement"**) and deliver it to the purchasers of the Bonds. The Official Statement shall be in substantially the form of the Preliminary Official Statement submitted to this meeting, with such completions, omissions, insertions and other changes as may be approved by the City Representative, the execution thereof by the City Representative, to constitute conclusive evidence

of his or her approval of any such completions, omissions, insertions and changes. The City shall arrange for the delivery of a reasonable number of copies of the final Official Statement, within seven business days after the Bonds have been sold, for delivery to each potential investor requesting a copy of the Official Statement and to each person to whom Bonds are initially sold.

10. Official Statement Deemed Final. The City Representative, is authorized, on behalf of the City, to deem the Preliminary Official Statement and the Official Statement in final form, each to be final as of its date within the meaning of Rule 15c2-12 (**the “Rule”**) of the Securities and Exchange Commission (**the “SEC”**), except for the omission in the Preliminary Official Statement of certain pricing and other information permitted to be omitted pursuant to the Rule. The distribution of the Preliminary Official Statement and the Official Statement in final form shall be conclusive evidence that each has been deemed final as of its date by the City, except for the omission in the Preliminary Official Statement of such pricing and other information permitted to be omitted pursuant to the Rule.

11. Preparation and Delivery of Bonds. After the Bonds have been sold, the Mayor, the City Manager and the City Clerk are authorized and directed to take all proper steps to have the Bonds prepared and executed in accordance with their terms and to deliver the Bonds to the purchaser(s) thereof upon payment therefor.

12. [intentionally omitted].

13. Further Use of Bond Proceeds. The City Treasurer is authorized and directed to use the proceeds of the Bonds to pay (i) the fees and costs incurred in issuing the Bonds and (ii) costs of refunding the Refunded Bonds. The City Treasurer is further authorized and directed to take all such further action as may be necessary or desirable in connection with the refunding of the Refunded Bonds.

14. Continuing Disclosure Agreement. The Mayor, the City Manager, or the Finance Director of the City, and such officer or officers of the City as either may designate, any of whom may act, are hereby authorized and directed to execute a continuing disclosure agreement setting forth the reports and notices to be filed by the City and containing such covenants as may be necessary to assist the purchaser of the Bonds in complying with the provisions of the Rule promulgated by the SEC. Such continuing disclosure agreement shall be substantially in the form presented to this meeting, with such completions, omissions, insertions and changes that are not inconsistent with this Resolution.

15. Other Actions. All other actions of officers of the City in conformity with the purposes and intent of this Resolution and in furtherance of the issuance and sale of the Bonds including but not limited to changes in the payment dates, maturity dates, obtaining ratings and determination of escrow agent are approved and confirmed. The officers of the City are authorized and directed to execute and deliver all certificates and instruments and to take all such further action as may be considered necessary or desirable in connection with the issuance, sale and delivery of the Bonds.

16. Effectiveness and Filing of Resolution. The Council hereby declares that this Resolution shall become effective upon its passage as provided for in the Act. A certified copy of

this Resolution shall be filed by the Clerk with the Clerk of the Circuit Court of the County of Southampton, Virginia. The filing of this Resolution with the Clerk of the Circuit Court of the County of Southampton, Virginia shall be deemed to be the filing of an initial resolution or ordinance with such Court for all purposes of the Act.

The Members of the Council voted as follows:

Ayes

Nays

Absent

Abstentions

Adopted this 25th day of November, 2019.

The undersigned City Clerk of the City of Franklin, Virginia hereby certifies that the foregoing constitutes a true and correct extract from the minutes of a meeting of the City Council held on November 25, 2019, and of the whole thereof so far as applicable to the matters referred to in such extract. I hereby further certify that such meeting was a regularly called meeting and that, during the consideration of the foregoing Resolution, a quorum was present and action was taken in an open meeting.

Dated this _____ day of December, 2019.

City Clerk
City of Franklin, Virginia

EXHIBIT A

Unless this bond is presented by an authorized representative of The Depository Trust Company, a New York corporation (“DTC”), to the issuer or its agent for registration of transfer, exchange, or payment, and any bond is registered in the name of Cede & Co., or in such other name as is requested by an authorized representative of DTC (and any payment is made to Cede & Co. or to such other entity as is requested by an authorized representative of DTC), ANY TRANSFER, PLEDGE, OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL inasmuch as the registered owner hereof, Cede & Co., has an interest herein.

REGISTERED
No. R-__

REGISTERED
\$ _____

UNITED STATES OF AMERICA
COMMONWEALTH OF VIRGINIA
CITY OF FRANKLIN

General Obligation Refunding Bonds, Series 2019C
(Taxable)

INTEREST RATE	MATURITY DATE	DATED DATE	CUSIP
_____%	_____, ____	_____, 2019	_____

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT: _____ DOLLARS

The City of Franklin, Virginia (**the “City”**), for value received, promises to pay, upon surrender hereof, to the registered owner hereof, or registered assigns or legal representative, the principal sum stated above on the maturity date stated above, subject to prior redemption as hereinafter provided, and to pay interest hereon from its date semiannually on each _____ and _____, beginning on _____, _____, at the annual rate stated above, calculated on the basis of a 360-day year of twelve 30-day months. Principal and interest are payable in lawful money of the United States of America by _____, who has been appointed paying agent and registrar for the bonds, or at such bank or trust company as may be appointed as successor paying agent and registrar by the City (**the “Registrar”**).

Notwithstanding any other provision hereof, this bond is subject to a book-entry system maintained by The Depository Trust Company (“DTC”), and the payment of principal and interest, the providing of notices and other matters shall be made as described in the City’s Blanket Letter of Representation to DTC.

This bond is one of an issue of up to \$_____ General Obligation Refunding Bonds, Series 2019 (Taxable), of like date and tenor, except as to number, denomination, rate of interest, privilege of redemption and maturity, and is issued pursuant to the Constitution and statutes of the Commonwealth of Virginia, including the Public Finance Act and the City Charter. This bond is issued pursuant to a Resolution adopted by the City Council on November 25, 2019, to refund, refinance and restructure certain outstanding obligations of the City and to pay the costs of issuing the bonds.

Bonds maturing on or before _____, _____, are not subject to redemption prior to maturity. Bonds maturing on or after _____, _____, are subject to redemption prior to maturity at the option of the City on or after _____, _____, in whole or in part (in integrals of \$5,000) at any time, upon payment of _____% of the principal amount of bonds to be redeemed plus interest accrued and unpaid to the date fixed for redemption.

If less than all of the bonds are called for redemption, the bonds to be redeemed shall be selected by the Mayor or City Manager of the City in such manner as he may determine to be in the best interest of the City. If less than all the bonds of a particular maturity are called for redemption, the bonds within such maturity to be redeemed shall be selected by DTC or any successor securities depository pursuant to its rules and procedures or, if the book-entry system is discontinued, shall be selected by the Registrar by lot in such manner as the Registrar in its discretion may determine. In either case, (a) the portion of any bond to be redeemed shall be in the principal amount of \$5,000 or some integral multiple thereof and (b) in selecting bonds for redemption, each bond shall be considered as representing that number of bonds that is obtained by dividing the principal amount of such bond by \$5,000. The City shall cause notice of the call for redemption identifying the bonds or portions thereof to be redeemed to be sent by electronic or facsimile transmission, registered or certified mail or overnight express delivery, not less than 30 nor more than 60 days prior to the redemption date, to DTC, or its nominee, as the registered owner of the bonds. If a portion of this bond is called for redemption, a new bond in principal amount of the unredeemed portion hereof shall be issued to the registered owner upon surrender hereof.

The City may give a notice of redemption prior to a deposit of redemption moneys if such notice states that the redemption is to be funded with the proceeds of a refunding bond issue and is conditioned on the deposit of such proceeds. Provided that moneys are deposited on or before the redemption date, such notice shall be effective when given. If such proceeds are not available on the redemption date, such bonds will continue to bear interest until paid at the same rate they would have borne had they not been called for redemption. On presentation and surrender of the bonds called for redemption at the place or places of payment, such bonds shall be paid and redeemed.

The full faith and credit of the City are irrevocably pledged for the payment of principal of and premium, if any, and interest on this bond. Unless other funds are lawfully available and appropriated for timely payment of this bond, the City Council shall levy and collect an annual ad valorem tax, over and above all other taxes authorized or limited by law and without limitation as to rate or amount, on all taxable property within the City sufficient to pay when due the principal of and premium, if any, and interest on this bond.

The Registrar shall treat the registered owner of this bond as the person exclusively entitled to payment of principal of and premium, if any, and interest on this bond and the exercise of all rights and powers of the owner, except that interest payments shall be made to the person shown as the owner on the registration books on the 15th date of the month preceding each interest payment date.

All acts, conditions and things required by the Constitution and statutes of the Commonwealth of Virginia to happen, exist or be performed precedent to and in the issuance of this bond have happened, exist and have been performed, and, together with all other indebtedness of the City, is within every debt and other limit prescribed by the Constitution and statutes of the Commonwealth of Virginia.

IN WITNESS WHEREOF, the City of Franklin, Virginia, has caused this bond to be to be signed by its Mayor or Vice Mayor, its seal to be affixed hereto and attested by its City Clerk, and this bond to be dated the date first above written.

(SEAL)

Mayor, City of Franklin, Virginia

ATTEST:

City Clerk, City of Franklin, Virginia

CERTIFICATE OF AUTHENTICATION

This Bond is one of the Bonds described in the within-mentioned Resolution.

REGISTRAR - _____

By: _____

DATE OF AUTHENTICATION:

_____, 2019

ASSIGNMENT

FOR VALUE RECEIVED the undersigned hereby sell(s), assign(s) and transfer(s) unto

(Please print or type name and address, including postal zip code, of Transferee)

PLEASE INSERT SOCIAL SECURITY OR OTHER
IDENTIFYING NUMBER OF TRANSFEREE:

: :
: :
: :

the within bond and all rights thereunder, hereby irrevocably constituting and appointing

Attorney, to transfer said bond on the books kept for the registration thereof, with full power of
substitution in the premises.

Dated: _____

Signature Guaranteed

NOTICE: Signature(s) must be guaranteed
by an Eligible Guarantor Institution such
as a Commercial Bank, Trust Company,
Securities Broker/Dealer, Credit Union
or Savings Association who is a member
of a medallion program approved by The
Securities Transfer Association, Inc.

(Signature of Registered Owner)

NOTICE: The signature above must
correspond with the name of the
registered owner as it appears on the
front of this bond in every particular,
without alteration or enlargement or any
change whatsoever.



*Office of the City Manager
Amanda C. Jarratt*

November 21, 2019

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: FY 19 Audit

Background

Creedle, Jones & Associates, P.C. will be present to provide an overview of the FY 19 audit. The audit will be e-mailed to you under separate cover on November 22, 2019.

Needed Action

None at this time.



*Office of the City Manager
Amanda C. Jarratt*

November 21, 2019

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: SunTrust Corporate Credit Card Resolution

Background

Recently staff was advised that the SunTrust corporate credit card resolution only reflected R. Randy Martin and Melissa Rollins neither of which are City employees. The forms should be updated to include myself and Tracy Spence.

Needed Action

Authorize execution of the attached resolution.



**Corporate Resolution and Certificate of Incumbency
(Commercial Credit Card Account)**

I, Amanda C. Jarratt hereby certify that I am the Clerk to the Council and custodian of the records of City of Franklin (legal name of corporation) a corporation duly organized and existing under the laws of Virginia ; that the following is a true and correct copy of certain resolutions duly adopted by the Board of Directors of said corporation at a meeting duly held on the 28th day of November, 2019 at which a quorum was present; and that the following resolutions are in conformity with the charter and by-laws of said corporation and have not since been rescinded or modified.

RESOLVED, that this corporation enter into a commercial credit card account ("Card Account") relationship with SunTrust Bank ("Bank"); that any one of the officers of this corporation listed below be and is hereby authorized to enter into, execute and deliver in the name of and on behalf of the corporation the agreements, documents, or other instruments deemed reasonable or necessary to establish and administer the Card Account; and that this corporation shall be bound by the terms and conditions of said agreements, documents, or other instruments as the same may be amended from time to time.

RESOLVED FURTHER, that the corporation shall furnish to the Bank a certified copy of these resolutions, which resolutions shall continue in full force and effect until written notice of the rescission or modification of the same has been received by the Bank, and the Bank has had reasonable time to act on such notice, and shall furnish to the Bank the names and specimen signatures of the officer(s) named herein, and those persons from time to time holding such positions.

I hereby certify that the following are the names and specimen signatures of the officer(s) designated in the foregoing resolutions and that each presently holds the title indicated therein:

Name	Title	Signature
<u>Amanda C. Jarratt</u>	<u>City Manager</u>	_____
<u>Dinah Babb</u>	<u>City Treasurer</u>	_____
<u>Tracy Spence</u>	<u>Director of Finance</u>	_____
_____	_____	_____

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said corporation this _____ day of November, 2019 .

Signature
Amanda C. Jarratt

Print Name
City Manager

Title



*Office of the City Manager
Amanda C. Jarratt*

November 21, 2019

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Courthouse Update

Background

Southampton County Courthouse

Franklin City Council met with the Southampton County Board of Supervisors on Monday November 25, 2019 to conduct interviews of potential architects. Please bring your completed score sheets from that evening so that I can forward them over to Southampton County. We also have been asked to select one City Council member to participate in the negotiations with the selected firm.

City of Franklin Courthouse

The City received three responses to our RFP for the City of Franklin Courthouse. The decision now needs to be made if you would like to proceed with interviews of any of the responding firms.

The walk through metal detector has been properly installed in the City of Franklin courthouse and is now being utilized.

Needed Action

- Appoint a member of Franklin City Council to assist with the negotiations of the selected architect for the Southampton County project.
- Decide how to proceed with the responses received for the City of Franklin RFP.



*Office of the City Manager
Amanda C. Jarratt*

November 20, 2019

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: City Manager's Report

General Updates

- The Hunterdale Water Tower painting project should be completed by Thanksgiving. Following this City staff will have two weeks of water sampling to complete. The tower should be back online by mid-December.
- The Verizon Tower project is estimated to be completed in November of 2019.
- City operations will be closed at 12:00 p.m. on Wednesday November 27th reopening on Monday December 2nd in observance of the Thanksgiving holiday.

Community Events

- Small Business Saturday November 30th
- Adult Turkey Bowl Armory Field November 30th
- City of Franklin Christmas Parade December 6th 7:00 p.m.
- Christmas Party Martin Luther King Center December 11th 5:30 p.m. – 7:30 p.m.
- Candy Cane Hunt Armory Field December 14th 12:00 p.m. – 2:00 p.m.