



**Franklin City Council Agenda  
December 14, 2020  
Council Chambers  
207 West Second Avenue  
Franklin, Virginia 23851**

**6:00 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 November 16, 2020 retreat minutes
- B. Recognition of STAR Performers

**2. FINANCIAL MATTERS**

- A. Budget Amendment, 2021-12, 2021-13 & 2021-14
- B. First Quarter Financial Projections
- C. Projected Impact from Utility Disconnection Moratorium
- D. Presentation of Tax Delinquencies

**3. OLD/ NEW BUSINESS:**

- A. Travel Policy
- B. Health Insurance Update
- C. Board of Equalization Update
- D. Crime Line Presentation
- E. CARES Act Projects – Round 2
- F. Fire Department Staffing
- G. City Manager's Report

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

**5. CLOSED SESSION**

I move that the City of Franklin, Virginia City Council adjourn into a closed meeting pursuant to Virginia Code Section 2.2-3711-A-1, 1. discussion of appointments to boards and commissions, to discuss the following subject or subjects: Franklin Southampton Economic Development, Inc. interview panel, Beautification Commission, Industrial Development Authority, Planning Commission, and Social Services Advisory Board; and

2.2-3711-A-3, 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 specifically regarding property on Clay Street, in Downtown Franklin and along Fairview Drive.

2.2-3711-A-5, Discussion concerning 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 specifically along Pretlow Industrial Park, Armory Drive, Fairview Drive, and property the City of Franklin owns in Isle of Wight County.

2.2-37-11-A-8, Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel specifically regarding a tax matter and a request for tax exempt status.

**Motion Upon Returning to Open Session-** I move that the City of Franklin, Virginia City Council adopt the attached closed meeting resolution to certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting held on December 14, 2020; (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the City of Franklin, Virginia City Council; and (iii) no action was taken in closed meeting regarding the items discussed.

## **6. ADJOURNMENT**

The Franklin City Council held a City Council Retreat on November 16, 2020 at 5:30 p.m. at the Camp Community College Workforce Center located at 100 North College Drive, Franklin, Virginia 23851.

**Council Members in Attendance:** Frank Rabil, Mayor; Councilman Linwood Johnson; Councilman Bobby Cutchins; Councilwoman Wynndolyn Copeland, Councilman Gregory McLemore, Councilman Ray Smith and Councilman Mark R. Kitchen

**Staff in Attendance:** Amanda Jarratt, City Manager and Leesa Barnes, Executive Assistant, recording minutes

**Other Staff in Attendance:** Steve Patterson, Franklin Police Chief; Director of Public Works; Robert Porti, Deputy Chief of Police; Brent Gayle, Sergeant; Vernie Francis, III, Chief of Emergency Services; Gerald Griffith, Deputy Chief of Emergency Services and Russ Pace, Director of Public Works

### **Cancellations**

City Manager Amanda Jarratt advised City Council of the following cancellations due to the COVID-19 pandemic:

- The Ugly Sweater 5k walk/run that is scheduled for Saturday, December 12, 2020 will now be run virtually.
- The Candy Cane hunt has been cancelled.
- The Employee Christmas Luncheon has been cancelled.
- The Holiday Christmas Parade has been cancelled.

### **Announcements**

The Drive-by Santa that is scheduled for Friday, December 4, 2020 from 7:00 p.m. to 9:00 p.m. is still scheduled.

The City's Christmas tree will still be put up.

The Southampton Board of Supervisors have agreed to meet with City Council on Wednesday, December 9, 2020 at the Camp Community College Workforce Center.

There will be a joint meeting with the Franklin City School Board and City Council on Thursday, December 10, 2020 in the Franklin High School cafeteria.

Arbor Day will be celebrated on Thursday, November 19, 2020 at 9:00 a.m.

### **Call to Order**

Mayor Frank Rabil called the November 16, 2020 City Council Retreat to order at 5:45 p.m.

## **Welcome and Overview**

Amanda Jarratt, City Manager gave a brief overview on the items that she hoped to review with City Council over the course of the retreat.

She stated by the summer of 2021 City Council would start their borrowing for the Southampton County Courthouse project.

## **Capital Projects**

### **Tower and Radio System**

Amanda Jarratt, City Manager gave a brief introduction concerning the City's tower and radio system. She explained to Council since February of 2018 the Hunterdale water tower has been scheduled to be painted and rehabilitated. At that time the contractor sent the City of Franklin a formal request for the removal of all antenna equipment from the tank prior to the commencement of any work by their crews and listed four points of concern they had regarding the equipment. The costs of the removal of the equipment had not been budgeted.

The equipment located on the antennae ring, at the top of the Hunterdale tank consists of the following: HR TACRAN microwave, ORION microwave, Franklin Police Department radio antenna, and two amateur radio antennae's.

The equipment will need to be relocated for a period of four to six months during the rehabilitation process. The HR TACRAN system is the City's means of communication during times of disaster and during our EOC activation. It is the link to the Virginia Department of Emergency Management. The ORION system is the link within the Hampton Roads region which allows communication with other localities that may respond to assist our jurisdiction or us with their jurisdiction. It is also used multiple times per week to coordinate operations with a variety of taskforces that we participate in. The amateur radio antennae were utilized during times of emergency as outlined in the City's Disaster Response Plan.

The City of Franklin radio system is also in desperate need of upgrading. The placement of the tower ties into the radio system that we pursue. Southampton County is also in the process of upgrading their radio system. Chief Patterson and Chief Francis will be on hand to discuss the tower options and next steps.

The radio service for the police officers and the firefighters is terrible, they cannot communicate very well which could possibly create a liability issue for the City.

Community Electric needed a tower in the City of Franklin and Hunterdale area therefore they had reached out to the City and offered to split the tower expense 50/50, but now they do not need it so that offer is no longer available.

City Manager Jarratt introduced Chief Patterson to review further options with Council.

Chief Patterson explained that the City could take \$450,000.00 and try to install the mounts on the water tower. Another option is the City of Suffolk, Isle of Wight County and York-Poquoson communications centers have basically merged resources which is a message switch is located in Suffolk and a message switch located in York-Poquoson communicate with each other which allows Isle of Wight to join. Chief Patterson explained that the above option comes with a hefty price of 1.5 to 1.9 million. Another option is the City can go with Atlantic Communications and get the City's system brought up-to-date which is all City departments would receive new radios. The price of the above option is \$480,000.00. There has been some discussion between Southampton County and the City of Franklin. He then introduced Chief Francis, to explain that option.

City Manager Jarratt interjected and stated that she did not want someone to come into the City of Franklin ten years from now and ask why the City chose that option. She asked City Council not to just think about the options that were given, but to fix the problem and not just put a Band-Aid on the problem.

Chief Francis explained that Southampton County also needs to issue a Request for Proposal (RFP) for a new radio system. He added he thinks that the City as well as the County need a tower in order to improve communications the way it needs to be improved. He suggested partnering with Southampton County. It may cost the City more than \$450,000.00 but at least we would have better communications and a long term fix to the problem.

City Manager Jarratt added the perfect location for a tower is what is known as the Franklin Summit located on Armory Drive. She then opened the floor for questions.

Councilman Ray Smith asked Chief Francis, Chief Patterson and City Manager Jarratt what system did they want.

Chief Francis replied he would like to pick up a radio and know that there is good coverage available. He stated he would like to see Southampton County and the City of Franklin partner in order to improve communications.

Councilman Smith asked if the police or fire department can communicate with the State Police.

Chief Patterson replied only if they switch channels.

Councilman Bobby Cutchins asked what was the projected cost to be on our own communications system.

City Manager Jarratt answered with the Motorola system the price was projected at \$1.5 million and with the Atlantic system the price was projected at \$484,000.00 plus a place to hang the system which will be on the water tower.

Chief Patterson added the Motorola system is the choice in the Hampton Roads area.

Councilman Linwood Johnson asked if the City would be able to communicate with other localities when the radio system is upgraded.

Chief Francis replied that would depend on which system the City chose.

Mayor Frank Rabil asked if the City could move forward with the RFP with no strings attached.

Chief Francis answered that Southampton County was going to present to their Board of Supervisors sometime in the month of November.

City Manager Jarratt stated the decision is up to City Council on which direction they want to go.

Councilman Bobby Cutchins suggested the City do their own tower and then check into leasing space on the tower to help recoup some of the funds spent on the tower.

Councilman Smith requested City Staff bring the proposal of doing their own tower in a budget format for approval.

### **Internet Redundancy (LTE Failover Internet Backup Solution)**

City Manager Amanda Jarratt gave City Council a brief overview of the internet redundancy issue. The internet is more than a mere convenience today; it is a necessity. The City relies on the internet to provide our offices with communications, email, phones, video conferencing apps, and now online services. Currently, the City uses a single source fiber. This fiber connection begins at the Police Department and then passes to Public Works, where it is redistributed throughout the remainder of the City's offices through a, City owned, fiber network. As we have experienced recently, this single point service is vulnerable should any one part of this distribution system fail. Having a backup network available in each City building would allow the City to have a diverse redundant source of connectivity should one of these points of distribution fail.

Pepwave provides a network device that is capable of using several LTE cellular radios to provide a backup solution for each City building. The Peplink Balance SDX uses three LTE connections for the necessary bandwidth required to meet the internet needs of each building. The SDX is capable of Drop-In mode which will allow the router to be installed in a network with zero configuration. Should the fiber connection fail, the SDX router would automatically fall over to the backup LTE connection. Once the fiber connection is reestablished, the LTE connection would switch back over almost instantaneously to the fiber. The three LTE connections would be necessary to provide enough bandwidth for the City's offices to conduct their respective business. LTE failover using the SDX will provide a diverse connection that is not tied to our current fiber network. The SDX would allow the City to continue to function should the City's fiber be interrupted for whatever reason. Based on the usage at the Police Department, three LTE connections at each site should give each office ample enough bandwidth to meet their online needs.

City Manager Jarratt added in today's times the City cannot afford to lose its internet service.

The estimated cost to the City is \$33,000.00. It is essential that this be included in the FY21-22 budget.

The consensus of City Council was to move forward with putting this proposal in the FY21-22 budget.

### **Acquisition of Property**

City Manager Jarratt gave an overview for the property acquisition for The Franklin Redevelopment and Housing office building. The Franklin Redevelopment and Housing Authority (FRHA) has indicated that they intend to sell their home office located at 100 Fourth Avenue. The property is assessed at \$433,300.00. The FRHA has indicated that they would like to offer the City of Franklin the first opportunity to purchase the property prior to listing it with a realtor. As some of you are well aware there have been constant issues with the Social Services building. The building has had numerous mold issues related to the basement. The latest estimate to fill the basement of the Social Services building exceeded \$600,000.00.

City Manager Jarratt invited Council members to go by the Social Services Department and take a look at the basement so that they could see how bad the conditions were themselves. The City acquired the Social Services Building after the 1999 flood. There is algae growing on the floor and there is a constant stream of water flowing with electrical equipment hanging from the ceiling.

The FRHA has decided to sale the Franklin Redevelopment and Housing office building and reached out to the City to see if they were interested in purchasing the building before they put it on the market. Drew Page, Chairman of the Franklin Redevelopment and Housing Authority is to report to City Manager Jarratt how much is owed on the building but she thinks it is around \$270,000.00. City Manager Jarratt requested direction from Council on how to proceed with this project.

Councilman Ray Smith asked what would be done with the Social Services Building if Council decided to buy the Franklin Redevelopment and Housing office building.

City Manager Jarratt replied tear it down.

City Manager Jarratt informed City Council that the appraisal for the bathrooms located at Barrett's Landing is underway and should be in hand with the next two weeks.

Councilman Gregory McLemore stated that Council had agreed to repair the basement a long time ago.

Councilman Bobby Cutchins stated Council did, but those repairs were like putting a Band-Aid on the problem.

Councilman Mark R. Kitchen asked if the Social Services Building could be condemned.

Russ Pace, Director of Public Works replied that would be a question for the Building Official.

Councilman Ray Smith asked what was the best guess estimate for purchasing the Franklin Redevelopment and Housing office building and demolishing the Social Services Building.

City Manager Jarratt answered she thought the City could purchase the FRHA office building for \$250,000.00 and did not have an estimate on demolishing the Social Services building.

The Consensus of City Council was to proceed with trying to purchase the Franklin Redevelopment and Housing office building.

## **Personnel**

### **SAFER Grant**

City Manager Amanda Jarratt gave a brief overview of the SAFER Grant. The Department of Homeland Security (DHS) Federal Emergency Management Agency's (FEMA) Grant Program's Directorate is responsible for the implementation and administration of the Staffing for Adequate Fire and Emergency Response (SAFER) Grants. SAFER grants provide financial assistance to help fire departments increase their cadre of frontline firefighters or to rehire firefighters that have been laid off, and to recruit and/or retain volunteer firefighters. City Manager Jarratt called Chief Francis to give further details concerning the SAFER Grant.

Chief Francis informed City Council that in 2012 the City of Franklin got approval to hire nine firefighters through the SAFER Grant. Chief Francis requested to hire twelve firefighters in order to qualify for the SAFER Grant. He estimated that it will cost a little over \$1,000,000.00 to do this. He added he does not expect the City to do this in one year, but requested City Council to come up a plan to accomplish this. It has been almost ten years since the City of Franklin Emergency Services has increased their staff.

City Manager Jarratt stated unfortunately in the last two years the City has frozen new hires in the Fire Department and Police Department due to budgetary needs, but the City is going to quickly find out that that is not an option for the firefighter's safety. This is something that the City needs to plan for in the future.

Chief Francis stated the City has to have the allocated funds in order to qualify for the grant.

### **Health Insurance Contributions**

City Manager Amanda Jarratt informed City Council that the cost of an employee's health insurance is the reason why the City of Franklin loses a lot of their staff as well as being able to recruit new hires in all Departments, (an employee has to pay \$1100.00 per month on the family plan). She added in the FY2022 budget she will most likely ask that Council to pass along savings if any, from the Health Insurance Plan on to the employee.

## **Salary Scale**

City Manager Amanda Jarratt informed City Council that a regular firefighter is making 16% less in the City of Franklin than other localities. The City of Franklin will continue to lose employees this problem is not corrected. There are a lot of inequities within the City departments as far as salaries are concerned. The City is in need of a salary study in order to correct these problems.

## **City Council Matters**

### **Ethics Code**

City Manager Amanda Jarratt reminded City Council that they would have to discuss City Council matters such as ethics code and drug testing amongst themselves because she was considered an employee, she could not advise them on these matters. The City of Franklin personnel policy does not apply to City Council.

Councilman Ray Smith expressed that he thought that it was a waste of time to pursue an ethics code at this time.

Councilman Bobby Cutchins stated that everything he does is in the best interest of the City of Franklin.

### **Drug Testing**

The consensus of City Council was to not take part in drug testing.

## **General Discussion Topics**

### **Utility Bill Separation**

City Manager Amanda Jarratt stated that several Council members asked that this item be put on the agenda. The City of Franklin is the only municipality in Hampton Roads that owns and operates an electric utility. In an attempt to clarify for the public that the bill is in fact for four various charges the charges were broken out in a box in the top right corner. The number of complaints has lessened over the last few months however, this is still seen as a public relations issue for the City. The majority of customers in the City receive all utility services. Therefore, all services are billed on one bill. If the electric is billed separately, an additional 6,000 accounts will have to be created, billed, monthly postage paid, BMS billing fee, Treasurer collected and posted separately, penalties / interest calculated separately, applications, etc. The costs associated with separating the utility bills will be additional staff in the Utility & Treasurer's Department as well as postage and BMS billing fees. If an electric customer is disconnected, all utilities have to be paid in full before services are reconnected. If electric is separated, the customer will direct how their payments will be applied. There will be exposure to the City's Water & Sewer fund accounts receivable. This has been discussed on numerous occasions but no formal direction has been given. The cost of separating the utility bills will be \$200,000.00.

Councilman Gregory McLemore suggested to discuss other options to simplify utility billing.

Councilman Bobby Cutchins requested to look into what other localities are doing.

City Manager Jarratt stated she would put the topic of utility billing on a future agenda for discussion.

### **Naming of City Facilities**

City Manager Amanda Jarratt informed City Council that there have been several requests to name City facilities after individuals some deceased and some living. She asked City Council if they wanted to draft a set of policies concerning this topic.

The consensus of City Council was to revisit this topic in the future.

### **Grass Cutting and Landscaping**

City Manager Amanda Jarratt informed City Council prior to 2009 the City of Franklin had full time and seasonal labor that cut all City properties, rights of way and cemeteries. After the closure of International Paper, the decision was made to outsource the operation to private contractors. The outsourcing has created frustrations at the staff level and the City has less control over our own operations and properties. Staff would suggest that we move to handling grass cutting in house. To do so and prepare to take this over on July 1, 2021, the City will need to purchase equipment and fill the positions. If Council concurs staff will need to authorize the funding at an upcoming Council meeting.

City Manager Jarratt stated she would bring this topic to City Council at the January 2021 City Council meeting so that the funds could be authorized in order to start purchasing equipment that will be required.

### **Dilapidated Properties**

City Manager Amanda Jarratt stated this topic has been brought up at previous retreats. In order to properly handle the issue, the budget for demolition needs to be increased and the tools already available to staff need to be implemented. She added that she has asked the City's legal representation, Sands Anderson to look into the feasibility of a vacancy tax. The response was a vacancy tax was not allowed but the City can implement a derelict ablated property tax ordinance and this can be done if the community's fiscal distress score is greater than 107. The latest distress score that was found for the City of Franklin was 107.14, which was the 2018 score. The budget for Community Development will have to be increased in order for this project to take place.

### **Volunteers**

City Manager Amanda Jarratt stated that City Council brought the subject of how to recruit volunteers for Boards and Commissions at their last City Council meeting.

Mayor Frank Rabil suggested each City Council member come up with some names of citizens that might be interested in volunteering for some of the City boards.

Councilman Gregory McLemore suggested having City Council interns to possibly inspire citizens to commit to serving on some of the City Boards and Commissions.

### **Other Topics of Discussion**

City Manager Amanda Jarratt asked City Council if there were any more topics to discuss.

Councilman Ray Smith requested that staff look into parking in nondesignated areas such as yards and unlicensed vehicles throughout the City. He added that City Council move forward with the Golf Cart Ordinance.

Councilwoman Wynndolyn Copeland requested a paving study.

City Manager Jarratt asked if City Council desired to keep the scheduled joint meeting with the Southampton County Board of Supervisors about the Courthouse project.

The consensus of City Council was not to keep the scheduled joint meeting with the Southampton County Board of Supervisors.

City Manager Jarratt suggested the City Council needed to meet about the flooding in the Edgehill area and at Southampton Memorial Hospital.

### **Economic Development**

City Manager Amanda Jarratt reminded City Council that Director of Franklin / Southampton Economic Development (FSEDI), Jay Brenchick's last day of employment was going to be on Monday, November 30, 2020. She asked Council for direction because FSEDI will start recruiting for a new director.

Councilman Ray Smith stated that FSEDI has not be very productive in the last year.

Councilman Gregory McLemore asked how much does the City of Franklin pay FSEDI.

City Manager Jarratt replied the City pays a \$100,000.00, Southampton County pays a \$100,000.00, Camp Foundation pays \$75,000.00 and the Charities pays \$125,000.00.

City Manager Jarratt stated if the City plans on keeping FSEDI in its current structure than some demands need to be made.

Councilman McLemore expressed that he thought that the City does not need to be involved with FSEDI.

Mayor Frank Rabil stated that the FSEDI Board needs to be reorganized.

Councilman Bobby Cutchins stated FSEDI is more beneficial for Southampton County than the City and is concerned about the accountability of seeing things follow through for the City was his concern. He added he did not know if that was because of the Board or the Directors.

Mayor Frank Rabil stated City Council needs to start telling FSEDI what to do instead of FSEDI telling Council what they are going to do.

**Adjournment**

City Council decided that there was no need to meet on Tuesday, November 17, 2020.

**The November 16, 2020 City Council retreat adjourned at 8:13 p.m.**

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Mayor

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Clerk to City Council

STAR Award Nominees  
December 14<sup>th</sup> City Council Meeting

**Selenia Boone, Accounting Clerk I**

Treasurer

Nominated by: Dinah Babb

Ms. Boone has worked at the City of Franklin for 3 years. Selenia was nominated for the STAR Performer award because she took the responsibility of researching the guidelines and requirements to request funds from the Department of Treasury's Unclaimed Property division. Requesting the funds through unclaimed property has become harder to get. Selenia took this task seriously and the results proved it. Since January 2020, the City of Franklin has received 1,148 checks for a total of \$62,209.30. Without her persistence, the City would not have received the additional revenue towards the delinquent taxes/utilities owed to the City.

Selenia is a hard worker and comes to work with a positive attitude every day. She is very knowledgeable with the computer and has learned ways to process work that is more efficient and less time-consuming.

**Annette Hale, Benefit Program Specialist**

Social Services

Nominated by: Lisa Gibbs

Ms. Hale has worked at the City of Franklin for 9 years. Annette has been an asset to the benefits unit. She is available when needed, work is completed timely, and she serves on the City's insurance committee. She was very instrumental to the agency during her supervisor's recent absence which also happened to be during the highest workload that the unit has had in several years.

**Elizabeth Morningstar, Benefit Program Specialist**

Social Services

Nominated by: Lisa Gibbs

Ms. Morningstar has worked at the City of Franklin for 9 years. Elizabeth has been an asset to the benefits unit. She is available when needed, work is completed timely, and she serves on the City's insurance committee. She was very instrumental to the agency during her supervisor's recent absence which also happened to be during the highest workload that the unit has had in several years.

**Valerie Taylor, Administrative Program Assistant, II**

Social Services

Nominated by: Gwendolyn Wilson

Ms. Taylor has worked at the City of Franklin for 15 years. Valerie goes above and beyond her job duties. While being pulled in different directions on a daily basis, she helps all of the employees in the department. On a regular basis you will observe Valerie assisting in the receptionist office, assisting with resolving computer issues, making copies, putting together interview books, all while getting her own assigned duties done. Valerie's performance is above the expectations of her job because she has shown time and time again that she is a team player and always willing to step in and help wherever needed.

FORM B

Received

NOV 20 2020

City of Franklin  
HR Department

STAR PERFORMER AWARD  
NOMINATION FORM

**To be completed by a citizen, a co-employee, a supervisor or department head to nominate an employee for a STAR Performer Award**  
(type or print)

Name of Nominee: Selenia R. Boone

Job Title: Accounting Clerk I

Department: Treasurer

Immediate Supervisor: Dinah M. Babb, Treasurer

**I am nominating the above for the STAR Performer award because:**

Selenia took the responsibility of researching the guidelines and requirements to request funds from the Department of Treasury's Unclaimed Property division. This is a very tedious task making sure you have the right person having unclaimed funds against monies owed to the city. She was responsible for gathering supporting documentation showing the person was a match. Once the documentation was obtained she filed a report and then sent the information to the Department of Treasury. Selenia pulled delinquent reports from Utilities, Real Estate and Personal Property. Upon gathering the required documentation she made excel spreadsheets to track her information and to track funds being sent to the office. Selenia did this as well as keeping up with her normal daily responsibilities. Unclaimed Property is typically funds sent to the Department of the Treasury that has been forgotten and unclaimed and is just sitting there until someone request the funds. We have in the past received funds from the Department, but due to some major changes in requesting the funds it became harder to get.

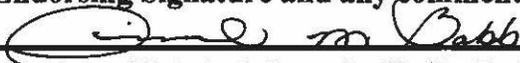
**I consider this employee's performance above the expectations of his or her job because:**

Selenia took this task serious and the results proved it. Since January 2020 the City has receive 1,148 check for a total of \$62,209.30. With out her persistent the city would have not received this additional revenue towards the delinquent taxes/utilities owed to the City. Selenia is a hard worker and comes to work with a positive attitude every day. She is very knowledgeable with the computer and learned ways to process work that is more efficient and less time-consuming.

Name of person making nomination Dinah M. Babb, Treasurer

Date of nomination November 20, 2020

Endorsing Signature and any comments \_\_\_\_\_



I recommend Selenia R. Boone for this Star Performer Award.

**Form B page 2**

**This page is to be completed by the employee's supervisor or department head and attached to page 1 in order to provide information to the PEP Committee for its consideration of nominees for Employee of the Year.**

**In addition to providing the information on page 1, please rate numerically on a scale of 1-10 (10 being the highest) the degree to which this employee demonstrates the following traits:**

<b>Demonstrated Traits</b>	<b>Degree</b>
<b>A positive attitude</b>	10
<b>A cooperative spirit with fellow employees</b>	10
<b>Personal initiative</b>	10
<b>Excellent job performance</b>	10

**Also specify whether the employee made specific and notable contributions in one or more of the following areas (taking into consideration the limits of his or her job):**

- 1. Improvement in the quality of service delivered to the public.**
- 2. Improvement in productivity of city operations.**
- 3. Enhancement of workplace safety.**
- 4. Strengthening teamwork and cooperation among employees.**
- 5. Accomplishment of stated City Council or departmental goals.**
- 6. Development of innovative solutions to city problems or innovative approaches to job duties.**

Selenia gives great Customer Service to the Citizens of Franklin. She knows many of them and will call them by name when they come in to pay their bills. Selenia has learned the New Software (Edmunds) and has been an positive instrument with the other employees assisting them. Selenia is a valuable asset to the Treasurer's Office

Dinah M. Babb, Treasurer

**Department Head**

**FORM B**

**STAR PERFORMER AWARD  
NOMINATION FORM**

**To be completed by a citizen, a co-employee, a supervisor or department head to nominate an employee for a STAR Performer Award**  
**(type or print)**

**Name of Nominee:** Annette Hale

**Job Title:** Benefit Program Specialist

**Department:** Social Services

**Immediate Supervisor:** Lisa Gibbs

**I am nominating the above for the STAR Performer award because:**

Ms. Hale has been an asset to the unit. She is available when needed, work is completed timely, and serves  
serves on the city's insurance committee. She also was very instrumental to the agency in my recent absence  
during the highworkload we have had in several years. Ms. Hale assisted in reviewing the cases to ensure that work  
was assigned to workers.

**I consider this employee's performance above the expectations of his or her job because:**

She has taken on some of the supervisory task due to the supervisor being at the same time as caseloads being  
elevated to record numbers due to the situation with the pandemic. Ms. Hale completes her work timely  
even during the adverse conditions we are currently facing.

**Name of person making nomination** Lisa Gibbs

**Date of nomination** 11/20/2020

**Endorsing Signature and any comments** *Lisa Gibbs*

**Form B page 2**

**This page is to be completed by the employee's supervisor or department head and attached to page 1 in order to provide information to the PEP Committee for its consideration of nominees for Employee of the Year.**

**In addition to providing the information on page 1, please rate numerically on a scale of 1-10 (10 being the highest) the degree to which this employee demonstrates the following traits:**

<b>Demonstrated Traits</b>	<b>Degree</b>
<b>A positive attitude</b>	<b>8</b>
<b>A cooperative spirit with fellow employees</b>	<b>9</b>
<b>Personal initiative</b>	<b>8</b>
<b>Excellent job performance</b>	<b>10</b>

**Also specify whether the employee made specific and notable contributions in one or more of the following areas (taking into consideration the limits of his or her job):**

- 1. Improvement in the quality of service delivered to the public.**
- 2. Improvement in productivity of city operations.**
- 3. Enhancement of workplace safety.**
- 4. Strengthening teamwork and cooperation among employees.**
- 5. Accomplishment of stated City Council or departmental goals.**
- 6. Development of innovative solutions to city problems or innovative approaches to job duties.**

Employee is an active member of the city's insurance committee and provides quality customer service to the citizens of Franklin City. She works well with the team and is always willing to assist her teammates.

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**Department Head**

**FORM B**

**STAR PERFORMER AWARD  
NOMINATION FORM**

**To be completed by a citizen, a co-employee, a supervisor or department head to nominate an employee for a STAR Performer Award**  
**(type or print)**

**Name of Nominee:** Elizabeth Morningstar

**Job Title:** Benefit Program Specialist

**Department:** Social Services

**Immediate Supervisor:** Lisa Gibbs

**I am nominating the above for the STAR Performer award because:**

Ms. Morningstar has been an asset to the unit. She is available when needed, work is completed timely, and serves  
serves on the city's insurance committee. She also was very instrumental to the agency in my recent absence  
during the highworkload we have had in several years. Ms. Morningstar assisted in reviewing the cases to ensure that work  
was assigned to workers.

**I consider this employee's performance above the expectations of his or her job because:**

She has taken on some of the supervisory task due to the supervisor being at the same time as caseloads being  
elevated to record numbers due to the situation with the pandemic. Ms. Morningstar completes her work timely  
even during the adverse conditions we are currently facing.

**Name of person making nomination** Lisa Gibbs

**Date of nomination** 11/20/2020

**Endorsing Signature and any comments** *Lisa Gibbs*

**Form B page 2**

**This page is to be completed by the employee's supervisor or department head and attached to page 1 in order to provide information to the PEP Committee for its consideration of nominees for Employee of the Year.**

**In addition to providing the information on page 1, please rate numerically on a scale of 1-10 (10 being the highest) the degree to which this employee demonstrates the following traits:**

<b>Demonstrated Traits</b>	<b>Degree</b>
<b>A positive attitude</b>	<b>8</b>
<b>A cooperative spirit with fellow employees</b>	<b>9</b>
<b>Personal initiative</b>	<b>8</b>
<b>Excellent job performance</b>	<b>10</b>

**Also specify whether the employee made specific and notable contributions in one or more of the following areas (taking into consideration the limits of his or her job):**

- 1. Improvement in the quality of service delivered to the public.**
- 2. Improvement in productivity of city operations.**
- 3. Enhancement of workplace safety.**
- 4. Strengthening teamwork and cooperation among employees.**
- 5. Accomplishment of stated City Council or departmental goals.**
- 6. Development of innovative solutions to city problems or innovative approaches to job duties.**

Employee is an active member of the city's insurance committee and provides quality customer service to the citizens of Franklin City. She works well with the team and is always willing to assist her teammates.

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**Department Head**

**FORM B**

**STAR PERFORMER AWARD  
NOMINATION FORM**

**To be completed by a citizen, a co-employee, a supervisor or department head to nominate an employee for a STAR Performer Award**  
**(type or print)**

**Name of Nominee:** Valerie B. Taylor

**Job Title:** Administrative Program Assistant II

**Department:** Social Services

**Immediate Supervisor:** Gwendolyn Wilson

**I am nominating the above for the STAR Performer award because:**

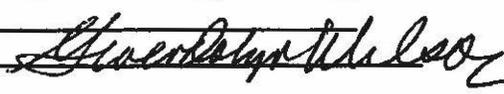
Valerie goes above and beyond her job duties. Daily she is pulled in different directions helping the Workers in this Agency. Whether its in the receptionist office answering the phone and helping customers, or trying to solve computer issues, making copies, and putting together interview books and the list goes on. Then still responsible for getting her own assigned duties done.

**I consider this employee's performance above the expectations of his or her job because:**

Valerie has shown time and time again that she is a team player always willing to step in and help wherever needed. Very dependable and professional in her work ethics.

**Name of person making nomination** Gwendolyn Wilson

**Date of nomination** November 20, 2020

**Endorsing Signature and any comments** 

**Form B page 2**

**This page is to be completed by the employee's supervisor or department head and attached to page 1 in order to provide information to the PEP Committee for its consideration of nominees for Employee of the Year.**

**In addition to providing the information on page 1, please rate numerically on a scale of 1-10 (10 being the highest) the degree to which this employee demonstrates the following traits:**

<b>Demonstrated Traits</b>	<b>Degree</b>
<b>A positive attitude</b>	<b>9</b>
<b>A cooperative spirit with fellow employees</b>	<b>10</b>
<b>Personal initiative</b>	<b>9</b>
<b>Excellent job performance</b>	<b>9</b>

**Also specify whether the employee made specific and notable contributions in one or more of the following areas (taking into consideration the limits of his or her job):**

- 1. Improvement in the quality of service delivered to the public.**
- 2. Improvement in productivity of city operations.**
- 3. Enhancement of workplace safety.**
- 4. Strengthening teamwork and cooperation among employees.**
- 5. Accomplishment of stated City Council or departmental goals.**
- 6. Development of innovative solutions to city problems or innovative approaches to job duties.**

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Valerie is on a committee for the City of Franklin. She also attends security trainings that the State offer. Other trainings that the State offer to improve the quality of service offered to our customers.

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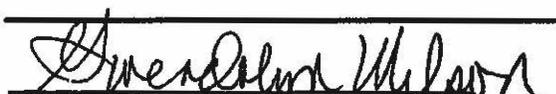
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**Department Head**

## BUDGET AMENDMENT 2021-12

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2020-2021 City Budget is hereby amended:

1. to recognize the School's appropriations of Federal Coronavirus Relief Fund (CRF) revenue and to appropriate such revenue for use; and
2. recognize the School's supplemental appropriations of Federal and grant revenues and to appropriate for use.

		2020-2021	AMENDED	INCREASE
		BUDGET	BUDGET	(DECREASE)
	<b>#1</b>			
<b>250</b>	<b><u>SCHOOL OPERATING FUND</u></b>			
	<b>REVENUE</b>			
33010-0403	CARES ACT Grant CFR	\$0	\$177,958	<u>\$177,958</u>
				<b>\$177,958</b>
	<b>EXPENDITURES</b>			
60000-0033	CARES ACT Grant CFR	\$0	\$177,958	<u>\$177,958</u>
				<b>\$177,958</b>
	<b>#2</b>			
<b>250</b>	<b><u>SCHOOL OPERATING FUND</u></b>			
	<b>REVENUE</b>			
33010-0271	NCLB Grant-Title I	\$910,000	\$964,209	\$54,209
33010-0276	NCLB Grant-Title VI Rural Ed	14,000	33,306	19,306
33010-0277	Title IV Part A LEA	43,000	112,686	69,686
33010-0402	CARES ACT Grant	88,560	87,616	(944)
18990-1902	Obici Healthcare Grant 2020	0	80,069	<u>80,069</u>
				<b>\$222,326</b>
	<b>EXPENDITURES</b>			
60000-0071	NCLB Grant-Title I Part A	\$910,000	\$964,209	\$54,209
60000-0076	NCLB Grant-Title VI Rural Ed	14,000	33,306	19,306
60000-0077	Title IV Part A LEA	43,000	112,686	69,686
60000-0032	CARES ACT Grant GEER/ESSR	88,560	87,616	(944)
60000-0235	Obici Healthcare Grant 2020	0	80,069	80,069
60000-0001	Instruction	9,269,143	9,209,143	(60,000)
60000-0021	Va Medical Asst Program	0	60,000	<u>60,000</u>
				<b>\$222,326</b>

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

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*Clerk to the City Council*



# FRANKLIN CITY PUBLIC SCHOOLS

OFFICE OF THE  
SUPERINTENDENT

207 West Second Avenue  
Franklin, Virginia 23851-1713  
(757) 569-8111 • Fax (757) 516-1015

## MEMORANDUM

**TO:** Amanda Jarratt  
Franklin City Manager

**FROM:** Dr. Tamara Sterling  
Division Superintendent

**DATE:** November 5, 2020

**RE:** Notice of Budget Adjustment

The Franklin City School Division requests that the following budget funds be re-classified to balance with grants for FY 2021 that have been recently approved.

<i>Accounting Use Only</i>	<i>School Account</i>	<i>Amount</i>	<i>City Account</i>
Revenue Increase (CRF)	15-84.425	\$177,958.00	250-3-33010-0403 WCC
Expense Increase (CRF Virtual Coor)	15-9-1-61000-1120-0000-000-000	\$ 10,000.00	
Expense Increase (CRF Virtual Coor)	15-9-1-61000-2100-0000-000-000	\$ 2,000.00	
Expense Increase (CRF Guidance)	15-3-0-61211-1120-0000-000-000	\$ 55,000.00	
Expense Increase (CRF Guidance)	15-3-0-61211-2100-0000-000-000	\$ 20,750.00	
Expense Increase (CRF PPE Supplies)	15-3-0-64200-6005-0000-000-000	\$ 86,008.00	
Expense Increase (CRF Technology)	15-3-0-68200-6060-0000-000-000	\$ 4,200.00	
	<b>TOTAL EXPENSE</b>	<b>\$177,958.00</b>	<b>250-4-60000-0033</b>
Move Medicaid expense to proper line			
Expense Increase (Medicaid)	07-2-2-61102-1150-0000-000-000	\$ 33,500	
Expense Increase (Medicaid)	07-2-2-61102-2100-0000-000-000	\$ 2,200	
Expense Increase (Medicaid)	07-2-2-61102-2210-0000-000-000	\$ 6,700	
Expense Increase (Medicaid)	07-2-2-61102-2300-0000-000-000	\$ 16,700	
Expense Increase (Medicaid)	07-2-2-61102-2400-0000-000-000	\$ 900	
	<b>TOTAL EXPENSE</b>	<b>\$ 60,000</b>	<b>250-4-60000-0021</b>
Expense Decrease (Instruction)	10-2-1-61101-1120-0010-000-000	( \$ 60,000 )	250-4-60000-0001



# FRANKLIN CITY PUBLIC SCHOOLS

OFFICE OF THE  
SUPERINTENDENT

207 West Second Avenue  
Franklin, Virginia 23851-1713  
(757) 569-8111 • Fax (757) 516-1015

## MEMORANDUM

**TO:** Amanda Jarratt  
Franklin City Manager

**FROM:** Dr. Tamara Sterling  
Division Superintendent

**DATE:** November 12, 2020

**RE:** Notice of Budget Adjustment

The Franklin City School Division requests that the following budget funds be re-classified to balance with grants for FY 2021 that have been recently approved.

<i>Accounting Use Only</i>	<i>School Account</i>	<i>Amount</i>	<i>City Account</i>
Revenue Decrease (ESSR / GEER)	14-84.425	\$ ( 944.00)	250-3-33010-0402 WCG
Expense Decrease (ESSR / GEER)	14-9-0-65200-8200-0000-000-000	\$ ( 750.00 )	
Expense Decrease (ESSR / GEER)	14-9-0-65200-6005-0000-000-000	\$ ( 194.00 )	
	<b>TOTAL EXPENSE</b>	<b>\$ ( 944.00)</b>	<b>250-4-60000-0032</b>
Revenue Increase ( OBICI GRANT)	53-189903000	\$ 80,069.25	New Acct needed
Expense Increase ( OBICI GRANT)	53-See Bus Office	\$ 80,069.25	New Acct needed
Revenue Increase ( TITLE I )	See Business Office	\$ 54,209.41	250-3-33010-0271
Expense Increase ( TITLE I )	See Business Office	\$ 54,209.41	250-4-60000-0062
Revenue Increase ( TITLE IV )	See Business Office	\$ 69,685.50	250-3-33010-0277
Expense Increase ( TITLE IV )	See Business Office	\$ 69,685.50	250-4-60000-0077
Revenue Increase ( TITLE V Rural )	See Business Office	\$ 19,305.52	250-3-33010-0276
Expense Increase ( TITLE V Rural )	See Business Office	\$ 19,305.52	250-4-60000-0076

## BUDGET AMENDMENT 2021-13

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2020-2021 City Budget is hereby amended:

1. to recognize grant revenues from Center for Tech and Civic Life to support safe and secure election administration;
2. to reallocate appropriations to fund purchasing of various equipment to operate grounds and landscaping operations for City properties;
3. to recognize Governor’s Agriculture grant revenues for Economic Development on behalf of business in City of Franklin and to appropriate such revenue for new use;
4. to recognize grant revenues from Litter Prevention and Recycling Program and to appropriate such revenue for new use;
5. to reallocate appropriations to fund removal of Confederate monument;
6. to recognize grant revenues from Franklin Southampton Charities for the Learning Center equipment and build out; and
7. to recognize Federal Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funds to assist with municipal utility customer relief and to appropriate such revenue for new use.

		2020-2021	AMENDED	INCREASE
		BUDGET	BUDGET	(DECREASE)
	<b>#1</b>			
<b>100</b>	<b>GENERAL FUND</b>			
	<b>REVENUE</b>			
18990-3013	Center for Tech Grant COVID	\$0	\$7,838	<u>\$7,838</u>
				<b>\$7,838</b>
	<b>EXPENDITURES</b>			
13100-7211	Center for Tech Grant COVID Expenses	\$0	\$7,838	<u>\$7,838</u>
				<b>\$7,838</b>
	<b>#2</b>			
<b>100</b>	<b>GENERAL FUND</b>			
	<b>EXPENDITURES</b>			
91600-1000	Reserve-General Fund	\$810,525	\$609,320	\$(201,205)
43200-8112	Mower	0	43,590	43,590
43200-8105	Vehicle	0	128,234	128,234
43200-8121	Trailer	0	24,599	24,599
43200-8122	Hand Equipment	0	4,782	<u>4,782</u>
				<b>\$0</b>

	<b>#3</b>			
<b>100</b>	<b>GENERAL FUND</b>			
	<b>REVENUE</b>			
24040-1809	Governor Agriculture Grant	\$0	\$40,000	<u>\$40,000</u>
				<b>\$40,000</b>
	<b>EXPENDITURES</b>			
93100-9283	Transfer to Econ Dev Grant	\$0	\$40,000	<u>\$40,000</u>
				<b>\$40,000</b>
<b>510</b>	<b>ECONOMIC DEVELOPMENT FUND</b>			
	<b>REVENUE</b>			
41050-0902	Transfer from GF-Econ Grant	\$0	\$40,000	<u>\$40,000</u>
				<b>\$40,000</b>
	<b>EXPENDITURES</b>			
20010-6008	Governor Agriculture Grant Expense	\$0	\$40,000	<u>\$40,000</u>
				<b>\$40,000</b>
	<b>#4</b>			
<b>100</b>	<b>GENERAL FUND</b>			
	<b>REVENUE</b>			
24040-0007	Litter Control Grant	\$0	\$5,608	<u>\$5,608</u>
				<b>\$5,608</b>
	<b>EXPENDITURES</b>			
81300-5855	Litter Control Grant Expense	\$0	\$5,608	<u>\$5,608</u>
				<b>\$5,608</b>
	<b>#5</b>			
<b>100</b>	<b>GENERAL FUND</b>			
	<b>EXPENDITURES</b>			
91600-1000	Reserve-General Fund	\$609,320	\$514,320	<u>\$(95,000)</u>
93100-9380	Transfer to Capital Projects	580,906	675,906	<u>95,000</u>
				<b>\$0</b>
<b>200</b>	<b>CAPITAL PROJECTS FUND</b>			
	<b>REVENUE</b>			
41050-9480	Transfer from General Fund	\$580,906	\$675,906	<u>\$95,000</u>
				<b>\$95,000</b>
	<b>EXPENDITURES</b>			
94000-8140	Confederate Monument	\$0	\$95,000	<u>\$95,000</u>

	Removal			
				\$95,000
	<b>#6</b>			
220	<b>FOUNDATION GRANTS FUND</b>			
	<b>REVENUE</b>			
18990-3001	Franklin/Southampton Charities	\$10,000	\$42,000	<u>\$32,000</u>
				<b>\$32,000</b>
	<b>EXPENDITURES</b>			
71300-8110	P&R Learning Center Grant	\$0	\$32,000	<u>\$32,000</u>
				<b>\$32,000</b>
	<b>#7</b>			
230	<b>CARES FUND</b>			
	<b>REVENUE</b>			
33010-0500	COVID19 Muni Utility Relief Funds	\$0	\$757,797	<u>\$757,797</u>
				<b>\$757,797</b>
	<b>EXPENDITURES</b>			
81200-7215	COVID19 Muni Utility Relief Payments	\$0	\$757,797	<u>\$757,797</u>
				<b>\$757,797</b>

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

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*Clerk to the City Council*



CENTER FOR  
TECH AND  
CIVIC LIFE

October 20, 2020

Franklin City, Virginia

City Manager

P.O. Box 42

Franklin, VA 23851

Dear Amanda Jarratt,

I am pleased to inform you that based on and in reliance upon the information and materials provided by Franklin City, the Center for Tech and Civic Life ("CTCL"), a nonprofit organization tax-exempt under Internal Revenue Code ("IRC") section 501(c)(3), has decided to award a grant to support the work of Franklin City ("Grantee").

The following is a description of the grant:

**AMOUNT OF GRANT: \$7,837.50 USD**

**PURPOSE:** The grant funds must be used exclusively for the public purpose of planning and operationalizing safe and secure election administration in Franklin City in 2020 ("Purpose").

Before CTCL transmits these funds to Grantee, CTCL requires that Grantee review and sign this agreement ("Grant Agreement") and agree to use the grant funds in compliance with the Grant Agreement and with United States tax laws and the laws and regulations of your state and jurisdiction ("Applicable Laws"). Specifically, by signing this letter Grantee certifies and agrees to the following:

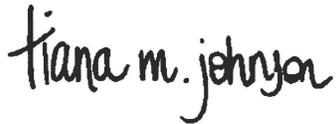
1. Grantee is a local government unit or political subdivision within the meaning of IRC section 170(c)(1).
2. This grant shall be used only for the Purpose described above, and for no other purposes.

3. Grantee has indicated that the amount of the grant shall be expended on the following specific election administration needs: Ballot drop boxes, Non-partisan voter education, Personal protective equipment (PPE) for staff, poll workers, or voters, Poll worker recruitment funds, hazard pay, and/or training expenses, Temporary staffing, Vote-by-mail/Absentee voting equipment or supplies, and Election administration equipment. Grantee may allocate grant funds among those needs, or to other public purposes listed in the grant application, without further notice to or permission of CTCL.
4. Grantee shall not use any part of this grant to make a grant to another organization, except in the case where the organization is a local government unit or political subdivision within the meaning of IRC section 170(c)(1) or a nonprofit organization tax-exempt under IRC section 501(c)(3), and the subgrant is intended to accomplish the Purpose of this grant. Grantee shall take reasonable steps to ensure that any such subgrant is used in a manner consistent with the terms and conditions of this Grant Agreement, including requiring that subgrantee agrees in writing to comply with the terms and conditions of this Grant Agreement.
5. The grant project period of June 15, 2020 through December 31, 2020 represents the dates between which covered costs may be applied to the grant. The Grantee shall expend the amount of this grant for the Purpose by December 31, 2020.
6. Grantee is authorized to receive this grant from CTCL and certifies that (a) the receipt of these grant funds does not violate any Applicable Laws, and (b) Grantee has taken all required, reasonable and necessary steps to receive, accept and expend the grant in accordance with the Purpose and Applicable Law.
7. The Grantee shall produce a brief report explaining and documenting how grant funds have been expended in support of the activities described in paragraph 3. This report shall be sent to CTCL no later than January 31, 2021 in a format approved by CTCL and shall include with the report a signed certification by Grantee that it has complied with all terms and conditions of this Grant Agreement.
8. This grant may not supplant previously appropriated funds. The Grantee shall not reduce the budget of the General Registrar ("the Election Department") or fail to appropriate or provide previously budgeted funds to the Election Department for the term of this grant. Any amount supplanted, reduced or not provided in contravention of this paragraph shall be repaid to CTCL up to the total amount of this grant.
9. CTCL may discontinue, modify, withhold part of, or ask for the return all or part of the grant funds if it determines, in its sole judgment, that (a) any of the above terms and conditions of this grant have not been met, or (b) CTCL is required to do so to comply with applicable laws or regulations.
10. The grant project period of June 15, 2020 through December 31, 2020 represents the dates between which covered costs for the Purpose may be applied to the grant.

Your acceptance of and agreement to these terms and conditions and this Grant Agreement is indicated by your signature below on behalf of Grantee. Please have an authorized representative of Grantee sign below, and return a scanned copy of this letter to us by email at [grants@techandcivicle.org](mailto:grants@techandcivicle.org).

On behalf of CTCL, I extend my best wishes in your work.

Sincerely,



Tiana Epps Johnson

Executive Director

Center for Tech and Civic Life

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CENTER FOR TECH & CIVIC LIFE  
233 N. MICHIGAN AVE., SUITE 1800  
CHICAGO, IL 60601

[HELLO@TECHANDCIVICLEIFE.ORG](mailto:HELLO@TECHANDCIVICLEIFE.ORG)

PAGE 3

GRANTEE

By: Teranda C. Gault

Title: City Manager

Date: 10/30/2020



CENTER FOR TECH & CIVIC LIFE  
233 N. MICHIGAN AVE., SUITE 1800  
CHICAGO, IL 60601  
[HELLO@TECHANDCIVICLIFE.ORG](mailto:HELLO@TECHANDCIVICLIFE.ORG)

## Vehicles

4 – Ford F-150 P/U Trucks	Build/Delivery 12-16 weeks	Cost Ea. \$32,058.52	Total \$128,234.08
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## Trailers

3 – Enclosed cargo Trailers (7' x 14')	Build/Delivery 12 weeks	Cost Ea. \$6,000.00	Total \$18,000.00
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1 – Open Dump Trailer (6' x 12')	Build/Delivery 12 weeks	Cost Ea. \$6,599.00	Total \$6,599.00
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## Mowers

2 – Grandstand TORO #74534 (36" deck)	Build/Delivery 8-10 weeks	Cost Ea. \$6,290.41	Total \$12,580.82
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4 – 4000 Series Toro #74002 (54" deck)	Build/Delivery 8-10 weeks	Cost Ea. \$7,752.50	Total \$31,010.00
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## Hand Equipment

6 – Stihl FS91R Trimmer	Build/ Delivery 2-4 weeks	Cost Ea. \$260.67	Total \$1,564.02
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4 – Stihl BG86 Blower	Build/Delivery 2-4 weeks	Cost Ea. \$189.57	Total \$758.28
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6 – Stihl FC91R Edger	Build/Delivery 2-4 weeks	Cost Ea. \$276.47	Total \$1658.82
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2 – Push Mowers	Build/Delivery 2 weeks	Cost Ea. \$400.00	Total \$800.00
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**Grand Total: \$201,205.02**

Note: We estimate the yearly cost for miscellaneous materials to be \$27,000.00  
(Mulch, uniforms, fuel, oil, string, blades, etc.)



*Amanda C. Jarratt*  
*City Manager*

November 19, 2020

Virginia Department of Agriculture and Consumer Services  
Attn: Chauntele Taylor, AFID Compliance Coordinator  
Office of Agriculture and Forestry Development  
102 Governor Street, Room 317  
Richmond, Virginia 23219

Mrs. Taylor:

Please accept this request for release of \$40,000 from the Governor's Agriculture & Forestry Industries Development Fund through the Virginia Department of Agriculture and Consumer Services on behalf of Hubbard Peanut Company to the City of Franklin.

Sincerely,

Amanda C. Jarratt  
City Manager  
City of Franklin  
207 West 2<sup>nd</sup> Ave  
Franklin, VA 23851

## Tracy Spence

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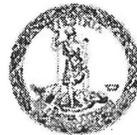
**From:** Amanda C. Jarratt  
**Sent:** Wednesday, November 18, 2020 5:56 PM  
**To:** Tracy Spence; Leesa Livesay; Beverly H. Walkup  
**Subject:** Fwd: FY2021 Non-Competitive Litter Prevention and Recycling Grant

FYI

Sent from my iPhone

Begin forwarded message:

**From:** ceds@deq.virginia.gov  
**Date:** November 18, 2020 at 5:52:52 PM EST  
**To:** "Amanda C. Jarratt" <ajarratt@franklinva.com>, Beth Lewis <blewis@franklinva.com>  
**Cc:** Donald Goodwin <dgoodwin@franklinva.com>  
**Subject:** **FY2021 Non-Competitive Litter Prevention and Recycling Grant**



## COMMONWEALTH of VIRGINIA

*DEPARTMENT OF ENVIRONMENTAL QUALITY*

*Street address:* 1111 E. Main Street, Suite 1400, Richmond,  
Virginia 23219

*Mailing address:* P.O. Box 1105, Richmond, Virginia 23218  
[www.deq.virginia.gov](http://www.deq.virginia.gov)

David K. Paylor  
Director

(804) 698-4000  
1-800-592-5482

Matthew J. Strickler  
Secretary of Natural Resources

November 18, 2020

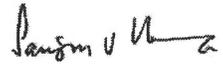
Amanda Jarratt  
City Manager  
City of Franklin, VA  
207 West 2nd Avenue  
Franklin, VA 23851

Dear Amanda Jarratt:

I am pleased to inform you that a grant award of **\$5,608.00** has been approved for the **City of Franklin** Litter Prevention and Recycling Program activities for the period July 1, 2020 to June 30, 2021. Processing of the grant awards is underway, and a payment for this amount should be received within the next two weeks if funds can be transferred electronically (EDI) or in thirty days if processing by check is required.

If you have any questions or need additional information, please contact Prina Chudasama at [prina.chudasama@deq.virginia.gov](mailto:prina.chudasama@deq.virginia.gov) or at (804) 698-4159.

Sincerely,

A handwritten signature in black ink, appearing to read "Sanjay Thirunagari". The signature is written in a cursive style with a horizontal line at the end.

**Sanjay Thirunagari**  
**Manager, Recycling and Litter Programs**  
**Division of Land Protection & Revitalization**

# Franklin Southampton Charities

Post Office Box 276 • 403½ North Main Street • Franklin, Virginia 23851  
Phone: 757/569-1611 • Fax: 757/569-1615 • email: fsc@franklinsouthamptoncharities.com

November 12, 2020

Mrs. Sammara Green-Bailey  
City of Franklin, Parks and Recreation  
683 Oak Street  
Franklin, VA 23851

Dear Mrs. Green-Bailey

I am pleased to advise you that the Board of Directors of Franklin Southampton Charities has approved a grant to your organization in the amount of \$32,000, in accordance with your Fall grant application. Grant checks will be issued in mid-December.

Enclosed is a Grant Agreement. Please execute the agreement and return it to us at the above address at your earliest convenience. Your grant check cannot be issued until the agreement is received in our office. If you have any questions, please do not hesitate to contact us.

Sincerely,



G. Elliott Cobb, Jr.  
Chair, Grants Committee

Enclosure

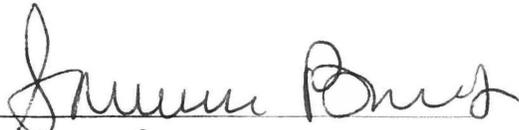
# Franklin Southampton Charities

Post Office Box 276 • 403<sup>1</sup>/<sub>2</sub> North Main Street • Franklin, Virginia 23851  
Phone: 757/569-1611 • Fax: 757/569-1615 • email: [fsc@franklinsouthamptoncharities.com](mailto:fsc@franklinsouthamptoncharities.com)

## GRANT AGREEMENT

On behalf of the City of Franklin, I verify that I am authorized to act for this organization, that the organization has received notice that its grant application to Franklin Southampton Charities has been approved in the amount of \$32,000, and that no goods or services were provided to Franklin Southampton Charities in exchange for this grant. I further verify that by accepting the grant, the organization agrees to the following:

1. The funds will be used solely for the purposes and in the manner described in this organization's grant application submitted to Franklin Southampton Charities in the *Fall 2020* grants cycle, and in our letter of notification dated November 12, 2020.
2. The organization will comply with Franklin Southampton Charities' reporting requirements as outlined in the grant guidelines. A copy of the guidelines will be included with your grant check in December.
3. Any funds not expended as described in the grant application will be returned to Franklin Southampton Charities unless this organization requests and receives permission from Franklin Southampton Charities to use them otherwise.

  
Signature

9/13/2020

Date

  
Print name

  
Print title



Ralph S. Northam  
Governor

R. Brian Ball  
Secretary of  
Commerce and Trade

## COMMONWEALTH of VIRGINIA

Erik C. Johnston  
Director

DEPARTMENT OF  
HOUSING AND COMMUNITY DEVELOPMENT

December 7, 2020

**VIA EMAIL**

Tracy Spence  
Director of Franklin  
City of Franklin

Re: Award Letter, Guidance, and Required Certification for COVID-19 Municipal Utility Relief Program to Assist Customers

Dear Tracy Spence:

On behalf of Governor Northam, it gives me great pleasure to inform you that City of Franklin has been awarded federal Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funds pursuant to the Appropriation Act mandated State Corporation Commission application process in the amount of \$757,796.98 to assist with municipal utility customer relief for all eligible customers of City of Franklin. This funding is being provided under CFDA 21.019 – Coronavirus Relief Funds (CRF). Additional details concerning this program including guidance, requirements, and several model forms are included in the following pages.

Additional guidance concerning this program has been included with this letter, including a model customer intake form. Please read this carefully before proceeding with additional steps. Given the tight timeline for utilization of these funds and to ensure each utility directly receives these funds in an expedited manner you must return the attached certification in partnership with a city or county that will act as the fiscal agent to receive the funds from the Department of Accounts (DOA) and the city or county will then forward funds to the municipal utility to implement the program for the utility's customers. Once the project is complete, DOA will follow up regarding project outcomes and compliance. I want to reiterate that it is incumbent on City of Franklin and the partnering city or county to ensure project expenses are properly documented and verified in case of audit.

For questions contact DHCD staff member David Conmy at [utility@dhcd.virginia.gov](mailto:utility@dhcd.virginia.gov).

Sincerely,

A handwritten signature in black ink that reads "Erik C. Johnston".

Erik Johnston  
Director, Virginia Department of Housing and Community Development

CC: David Von Moll, Comptroller, Department of Accounts  
Encl: COVID-19 Municipal Utility Relief Program Guidance, Certification Form and Addendum, and Model Customer Intake Form

## BUDGET AMENDMENT 2021-14

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2020-2021 City Budget is hereby amended to adjust the appropriations to reflect the separation of the Building Inspection/Code Enforcement and Planning/Zoning Departments from Southampton County:

		2020-2021	AMENDED	INCREASE
		BUDGET	BUDGET	(DECREASE)
<b>100</b>	<b>GENERAL FUND</b>			
	<b>REVENUE</b>			
13030-1008	Building Permits SO CO	\$35,000	\$11,605	\$(23,395)
13030-1009	Reinspection Fees SO CO	500	450	(50)
13030-1010	Electrical Permits SO CO	12,000	7,030	(4,970)
13030-1012	Plumbing Permits SO CO	4,000	1,330	(2,670)
13030-1014	Mechanical Permits SO CO	12,000	2,315	(9,685)
13030-1015	Admin Fees All Permits SO CO	12,000	5,475	(6,525)
13030-1019	Sign Permits & Inspec Fees SO CO	300	90	(210)
13030-1023	Occupancy Permits SO CO	300	0	(300)
13030-1024	Erosion & Sediment Control SO CO	10,000	0	(10,000)
13030-1025	Storm Management Fees SO CO	8,800	0	(8,800)
13030-1031	Zoning Clearance & Other Chgs SO CO	3,500	1,100	(2,400)
13030-1032	Building Permit Plan Review SO CO	7,000	2,625	(4,375)
13030-1033	Building Permit Stop Work SO CO	400	0	(400)
13030-1037	Permit Extension SO CO	200	100	(100)
13030-1040	Planning Subd Plat Review SO CO	3,000	770	(2,230)
13030-1041	Planning Site Plan Review SO CO	4,000	0	(4,000)
13030-1042	Planning Rezoning Application SO CO	3,000	0	(3,000)
13030-1044	Erosion & Sediment Inspections SO CO	0	1,900	1,900
13030-1046	Agriculture/Forestry District SO CO	3,000	0	(3,000)
19020-0007	Misc Recoveries- SO CO Inspection	411,096	28,170	<u>(382,926)</u>
				<b>\$(467,136)</b>

	EXPENDITURES			
91600-1000	Reserve-General Fund	\$514,320	\$249,176	(265,144)
34100-1101	Salaries & Wages-Regular	333,150	226,057	(107,093)
34100-2100	FICA	25,486	17,209	(8,277)
34100-2210	Retirement-VRS	40,138	25,882	(14,256)
34100-2300	Hospitalization/Medical Plans	65,040	42,699	(22,341)
34100-2310	Health Savings Plan	600	450	(150)
34100-2400	Group Life Insurance	4,364	2,842	(1,522)
34100-2720	Workmen's Compensation	2,478	2,530	52
34100-2850	Adjustment Pay	3,665	0	(3,665)
34100-3160	Professional Services	0	23,703	23,703
81100-1101	Salaries & Wages-Regular	165,719	116,990	(48,729)
81100-2100	FICA	12,678	8,896	(3,782)
81100-2210	Retirement-VRS	20,258	14,440	(5,818)
81100-2300	Hospitalization/Medical Plans	33,120	24,171	(8,949)
81100-2310	Health Savings Plan	1,200	925	(275)
81100-2400	Group Life Insurance	2,171	1,574	(597)
81100-2720	Workmen's Compensation	1,491	1,523	32
81100-2850	Adjustment Pay	325	0	(325)
				<b>\$(467,136)</b>

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

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*Clerk to the City Council*



## HIGHLIGHTS – ENTERPRISE FUNDS

For the period ending October 31, 2020

Based on Unaudited Financial Data

# Basis of Reporting

The information enclosed is the City's Financial Report for the Enterprise Funds for the period ending October 31, 2020.

The report contains provisions for revenue and expenditure accruals.

- Reflects 4 months of revenue & expenditures – full accrual basis of accounting.

Financial Report presentation is consistent with the department's objectives to:

- Report timely, relevant, understandable and accurate financial data
- Promote accountability through monitoring, assessment and reporting.

# Airport Fund

## Revenue Analysis

Fuel sales and airport rental fees are below target with 7% of budgeted realized. Total revenues for the fund are at below target with 11 of budget realized.

## Expense Analysis

Expenses in the fund are below target with 24% of budget expended (net of transfers and depreciation).

## Cash Balance

Cash balance in the Airport Fund is \$(56,213).

# Water & Sewer Operating Fund



- **Revenue Analysis**

- Revenue from the sale of water and sewer service charges of \$1.1m at the end of the period is above target at 35% of budget and is \$28k greater than prior year period charges.

- **Expense Analysis**

- Expenses in the fund are \$435k and below target at 22.6% (net of transfers, debt service and depreciation).

# Water & Sewer Fund - Operating & Capital Cash Balance

Cash balance - \$1,815,734

Month	FY 19-20	FY 20-21
July	\$ 1,410,586	\$ 1,558,381
August	\$ 1,482,420	\$ 1,638,604
September	\$ 1,334,351	\$ 1,748,855
October	\$ 1,379,217	\$ 1,815,734
November	\$ 1,599,327	
December	\$ 1,660,600	
January	\$ 1,360,730	
February	\$ 1,357,651	
March	\$ 1,454,808	
April	\$ 1,609,358	
May	\$ 1,743,265	
June	\$ 1,644,502	

# Solid Waste Fund

## Revenue Analysis

Revenue for the Solid Waste Fund is slightly above target with revenue at \$449k or 35% of budget and is comparable to prior year.

## Expense Analysis

Expenses in the fund at \$203k are below target with 20% of budget expended (net of depreciation, transfers and debt service) and comparable to prior year expenses.

## Cash Balance

Cash balance in the Solid Waste Operating & Capital Fund is \$731,369.

# Solid Waste Fund – Operating & Capital Cash Balance

Cash balance - \$731,369

Month	FY 19-20	FY 20-21
July	\$ 1,410,586	\$655,496
August	\$ 1,482,420	\$675,255
September	\$ 1,334,351	\$703,766
October	\$ 1,379,217	\$731,369
November	\$ 1,599,327	
December	\$ 1,660,600	
January	\$ 1,360,730	
February	\$ 1,357,651	
March	\$ 1,454,808	
April	\$ 1,609,358	
May	\$ 1,743,265	
June	\$ 1,644,502	

# Electric Fund

## • Revenue Analysis

- Revenue from energy sales at \$4.5m is slightly below target at 30% of budget; below is a snapshot of prior year billed service revenue, current year budget, actual and % of budget realized:

Account Description	FY20		FY21		% Realized
	Actual Oct 31		Budget	Actual Oct 31	
Sale of Electricity -Fuel Adj	\$ 350,049	\$	848,337	\$ 63,509	7.5%
Sale of Electric Energy-Residential	2,481,625		8,193,178	2,506,693	30.6%
Sale of Electricity-Commercial	2,038,074		6,067,818	1,972,471	32.5%
Cycle & Save	(39,665)		(109,680)	(39,465)	36.0%
	\$ 4,830,083	\$	14,999,653	\$ 4,503,208	30.0%

## • Expense Analysis

- Expenses associated with the sale of energy for the fiscal year was \$2.8m and is below budget at 21% of the total budget (net of depreciation, transfers and debt service).

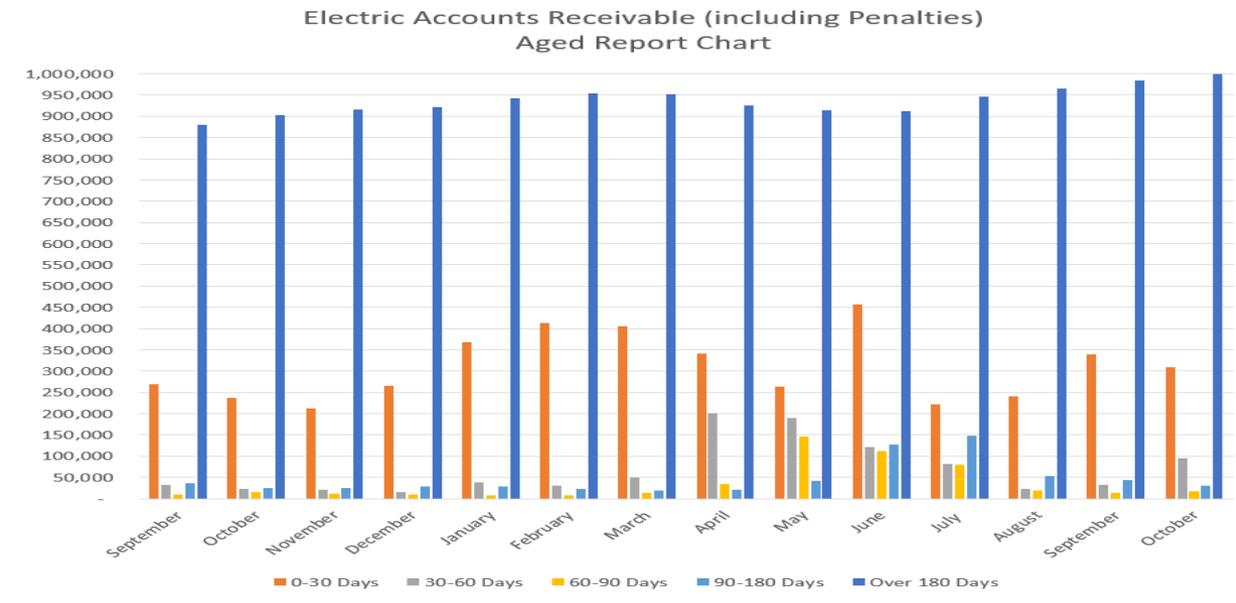
# ELECTRIC FUND - OPERATING & CAPITAL CASH ANALYSIS

	FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
7/31	\$ 724,794	\$ 276,984	\$ 1,421,109	\$ 3,074,620	\$ 5,429,626	\$ 5,546,798
8/31	\$ 774,246	\$ 453,148	\$ 1,127,645	\$ 3,531,450	\$ 5,025,518	\$ 5,726,721
9/30	\$ 942,197	\$ 729,003	\$ 1,431,729	\$ 3,528,504	\$ 4,967,485	\$ 5,843,182
10/31	\$ 956,592	\$ 822,659	\$ 2,165,716	\$ 3,745,667	\$ 5,036,687	\$ 6,021,191
11/30	\$ 919,275	\$ 922,617	\$ 2,257,635	\$ 3,900,663	\$ 5,020,008	
12/31	\$ 788,629	\$ 791,600	\$ 2,121,184	\$ 3,888,745	\$ 5,048,156	
1/31	\$ 322,369	\$ 554,258	\$ 1,745,487	\$ 3,823,684	\$ 4,972,661	
2/28	\$ 366,352	\$ 644,526	\$ 1,712,725	\$ 4,073,328	\$ 5,084,727	
3/31	\$ 502,204	\$ 888,414	\$ 2,134,253	\$ 4,364,455	\$ 5,328,462	
4/30	\$ 474,040	\$ 970,688	\$ 2,328,448	\$ 4,483,132	\$ 5,337,317	
5/31	\$ 448,880	\$ 990,559	\$ 2,648,506	\$ 4,672,671	\$ 5,399,142	
6/30	\$ 343,328	\$ 807,485	\$ 2,823,097	\$ 4,690,508	\$ 5,640,171	

Cash in the Electric Fund at \$6,021,191 increased by \$178,009 from the prior month period.

**Policy Evaluation:**

Cash is above minimum policy guideline of \$1.494 million by \$4.5 million.



The receivables in the 1<sup>st</sup> four groups are serviced by the Utility Billing Department. The receivables in the “Over 180 days” group are inactive receivables and are serviced by the City Treasurer’s Department.



**HIGHLIGHTS – GENERAL FUND**  
For the period ending October 31, 2020

Based on Unaudited Financial Data

# Basis of Reporting

The information enclosed is the City's Financial Report for the General Fund for the period ending October 31, 2020.

The report contains provisions for most revenue and expenditure accruals.

- Reflects 3 months of revenues & expenditures in most cases (where noted, the 4<sup>th</sup> month has been estimated) – modified accrual basis of accounting.

Financial Report presentation is consistent with the department's objectives to:

- Report timely, relevant, understandable and accurate financial data
- Promote accountability through monitoring, assessment and reporting.

# General Property Taxes- Overall BUDGET COMPARISON-Cash Basis

REVENUE SOURCE	2020-2021	ACTUAL	BUDGET	2019-2020	ACTUAL	BUDGET
	BUDGET	Current Year	%	BUDGET	Prior Year	%
Real Estate Taxes-Current	\$ 5,635,484	\$ 303,870	5.4%	\$ 5,835,769	\$ 259,411	4.4%
Real Estate Taxes-Delinquent	220,000	314,099	142.8%	220,000	116,309	52.9%
Personal Property Taxes-Current	1,398,200	-	0.0%	1,542,200	5,048	0.3%
Personal Property Taxes-Delinquent	35,000	253,608	724.6%	35,000	40,113	114.6%
Machinery & Tools	20,600	-	0.0%	20,600	-	0.0%
Penalties & Interest Taxes	117,000	81,714	69.8%	139,000	32,394	23.3%
Public Service Corporation Taxes	80,150	-	0.0%	80,150	-	0.0%
<b>GENERAL PROPERTY TAX</b>	<b>\$ 7,506,434</b>	<b>\$ 953,291</b>	<b>12.7%</b>	<b>\$ 7,872,719</b>	<b>\$ 453,275</b>	<b>5.8%</b>

Current	\$ 953,291
Prior Year	\$ 453,276
Net Change \$	500,014
Net Change %	110.31%

# Local Tax Revenue Prior Year Comparison Modified Accrual Basis

	Meals Taxes	Lodging Taxes	Cigarette Taxes	Sales Taxes	Total
Mar-20	1,032,498	97,350	310,499	1,417,716	2,858,063
Mar-19	1,058,181	106,898	232,260	1,432,587	2,829,926
Prior Year \$	(25,683)	(9,548)	78,239	(14,871)	28,137
Prior Year %	-2.43%	-8.93%	33.69%	-1.04%	0.99%

# Local Tax Revenue Budget to Actual Comparison

Benchmark – 33%

	FY 20-21 Budget	10/31/2020	% of Budget Realized
Local Sales & Use*	\$ 1,450,000	\$ 580,987	40.1%
Cigarette Taxes	\$ 128,000	\$ 65,133	50.9%
Meals Taxes*	\$ 292,000	\$ 101,827	34.9%
Lodging Taxes*	<u>\$ 1,450,000</u>	<u>\$ 655,195</u>	<u>45.2%</u>
<b>Total Local Tax Revenue</b>	<b>\$ 3,320,000</b>	<b>\$ 1,403,142</b>	<b>42.3%</b>

\*prepared on modified accrual  
basis

At four (4) months into the fiscal year, all local tax revenue have met targeted projections.

# Local Tax Revenue Cash Comparison to Prior Year

	<b>FY 20-21 Cash Collected at 10.31.20</b>	<b>FY 19-20 Cash Collected at 10.31.19</b>	<b>Difference</b>
Local Sales & Use* (3 months)	\$ 327,597	\$ 304,888	\$ 22,709
Cigarette Taxes (4 months)	\$ 101,827	\$ 123,869	\$ (22,042)
Meals Taxes* (3 months)	\$ 435,740	\$ 396,626	\$ 39,114
Lodging Taxes* (3 months)	\$ 48,850	\$ 44,112	\$ 4,738
<b>Total Local Tax Revenue</b>	<b>\$ 914,014</b>	<b>\$ 869,495</b>	<b>\$ 44,519</b>

\*prepared on cash basis

In the pandemic, all local revenue collections were higher with the exception of cigarette tax revenues.

# Revenue & Expenditure Summary – Cash Basis



General Fund revenue at the end of the period totaled \$6.49 mil and represented 26% of budget which is \$1.2m greater than the prior year. This is primarily attributable to the EMS contract and delinquent collections in taxes due to late billing due to COVID.



General Fund expenditures at the end of the period totaled \$7.3 mil and represented 29% of the total budget; when compared to the prior year period of \$7m, this is a \$211k increase.



FY21 Fund Balance Appropriated by Council for planned expenditures at Oct 31st: \$412,715

## General Fund Revenue – Prior Year Comparison – Cash Basis

Account Description	Prior Year Revenue	Budgeted	YTD Revenue	Balance/Excess/Deficit	% Realized	Prior Year Variance Good (Bad)
REAL PROPERTY TAXES	2,710,648.59	6,055,769.00	2,899,154.57	(3,156,614.43)	47.87%	188,506
PUBLIC SERVICE CORPORATION TAXES	79,374.89	80,150.00	84,522.20	4,372.20	105.46%	5,147
PERSONAL PROPERTY TAXES	1,421,786.37	1,577,200.00	1,470,314.41	(106,885.59)	93.22%	48,528
MACHINERY & TOOLS TAXES	19,483.08	20,600.00	0	(20,600.00)	0.00%	(19,483)
PENALTIES AND INTEREST	56,760.85	139,000.00	52,990.19	(86,009.81)	38.12%	(3,771)
OTHER LOCAL TAXES	622,389.09	1,983,000.00	609,961.40	(1,373,038.60)	30.76%	(12,428)
UTILITY TAXES	278,448.08	566,000.00	290,118.79	(275,881.21)	51.26%	11,671
BUSINESS LICENSE TAXES	-16,018.41	940,500.00	7,732.21	(932,767.79)	0.82%	23,751
MOTOR VEHICLE LICENSES	124,610.30	208,700.00	124,240.71	(84,459.29)	59.53%	(370)
BANK STOCK TAXES	0	59,000.00	0	(59,000.00)	0.00%	-
TAXES ON RECORDATION AND WILLS	31,640.69	42,000.00	17,402.44	(24,597.56)	41.43%	(14,238)
CIGARETTE TAXES	154,471.68	356,263.00	183,734.85	(172,528.15)	51.57%	29,263
LODGING TAXES	65,913.66	160,000.00	67,109.58	(92,890.42)	41.94%	1,196
MEALS TAX	591,804.00	1,522,500.00	644,645.91	(877,854.09)	42.34%	52,842
PROBATE TAXES	228.52	1,500.00	610.35	(889.65)	40.69%	382
PERMITS AND OTHER LICENSES	92,315.38	167,420.00	105,724.07	(61,695.93)	63.15%	13,409
FINES AND FORFEITURES	4,764.97	25,700.00	5,306.34	(20,393.66)	20.65%	541
REVENUE FROM USE OF MONEY	447.63	1,000.00	784.88	(215.12)	78.49%	337
REVENUE FROM USE OF PROPERTY	187,798.47	262,201.00	158,726.82	(103,474.18)	60.54%	(29,072)
CHARGES FOR CURRENT SERVICES	8,138.86	11,100.00	7,449.71	(3,650.29)	67.11%	(689)
CHARGES FOR OTHER PROTECTION	194,586.35	482,100.00	237,292.91	(244,807.09)	49.22%	42,707
MISC BILLING SERVICES	1,269.67	0.00	893.73	893.73	-	(376)
CHG FOR SANITATION & WASTE REMOVAL	8,771.12	9,900.00	2,821.38	(7,078.62)	28.50%	(5,950)
CHARGES FOR ADMIN-FUNDS	600,314.48	1,247,353.00	623,676.46	(623,676.54)	50.00%	23,362
RECREATIONAL FEES	3,222.50	4,000.00	3,471.90	(528.10)	86.80%	249
MISCELLANEOUS	947,963.37	1,523,344.00	1,375,887.81	(147,456.19)	90.32%	427,924
RECOVERED COSTS	162,652.73	598,778.00	114,665.14	(484,112.86)	19.15%	(47,988)
NON-CATEGORICAL AID STATE	1,030,107.47	1,591,797.00	1,021,295.15	(570,501.85)	64.16%	(8,812)
SHARED EXPENSES	61,773.94	187,200.00	63,850.54	(123,349.46)	34.11%	2,077
CATEGORICAL AID - STATE	1,143,295.96	2,760,129.00	1,296,898.10	(1,463,230.90)	46.99%	153,602
CATEGORICAL AID -FEDERAL GOVERNMENT	16,595.00	186,244.00	101,478.00	(84,766.00)	54.49%	84,883
FUNDS TRANSFERS	867,269.02	1,949,926.00	919,696.50	(1,030,229.50)	47.17%	52,427
<b>General Fund Revenue Subtotal</b>	<b>11,472,828</b>	<b>24,720,374</b>	<b>12,492,457</b>	<b>(12,227,917)</b>		<b>1,019,629</b>
APPROPRIATED FUND BALANCE BY COUNCIL		286,970				
<b>General Fund Revenue Total</b>	<b>11,472,828</b>	<b>25,007,344</b>	<b>12,492,457</b>	<b>(12,227,917)</b>		<b>1,019,629</b>

# General Fund Expenditures – Prior Year Comparison – Cash Basis

Department	Prior Year Expenditures	Budgeted	YTD Expenditures	Balance/Excess/Deficit	% Expended	Prior Year Variance Good (Bad)
**CITY COUNCIL **	88,987.55	150,218.00	105,806.40	44,412	70.4%	(16,819)
CITY MANAGER *****	126,969.70	243,827.45	103,823.33	140,004	42.6%	23,146
CITY ATTORNEY *****	74,884.43	160,372.00	92,377.39	67,995	57.6%	(17,493)
MANAGEMENT SERVICES & HR*****	40,122.38	209,403.32	86,991.65	122,412	41.5%	(46,869)
COMMISSIONER OF THE REVENUE *****	132,447.28	288,874.34	132,615.70	156,259	45.9%	(168)
REAL ESTATE ASSESSOR *****	29,017.42	137,263.89	26,756.75	110,507	19.5%	2,261
CITY TREASURER *****	149,688.55	345,779.25	151,836.50	193,943	43.9%	(2,148)
ACCOUNTING *****	227,327.96	328,566.00	234,845.23	93,721	71.5%	(7,517)
PURCHASING & GENERAL SERVICES****	29,563.19	96,237.00	39,016.90	57,220	40.5%	(9,454)
UTILITY COLLECTIONS & BILLING *****	126,265.49	370,294.00	134,649.06	235,645	36.4%	(8,384)
INSURANCE *****	86,011.44	213,171.00	105,522.52	107,648	49.5%	(19,511)
INFORMATION TECHNOLOGY*****	84,241.83	216,900.00	74,713.20	142,187	34.4%	9,529
BOARD OF ELECTIONS *****	64,409.89	153,122.18	64,139.13	88,983	41.9%	271
CIRCUIT COURT ***	7,020.30	7,850.00	7,850.00	-	100.0%	(830)
GENERAL DISTRICT COURT ***	9,448.03	25,100.00	12,598.41	12,502	50.2%	(3,150)
CLERK OF CIRCUIT COURT ***	60,295.50	63,800.00	63,800.00	-	100.0%	(3,505)
SHERIFF'S OFFICE ***	200,646.25	201,365.00	201,365.00	-	100.0%	(719)
DISTRICT COURT SERVICE ***	19,588.19	106,408.00	40,386.40	66,022	38.0%	(20,798)
COMMONWEALTH'S ATTORNEY ***	43,093.20	44,054.00	44,054.00	-	100.0%	(961)
WESTERN TIDEWATER REGIONAL JAIL**	948,013.00	948,013.00	474,006.50	474,007	50.0%	474,007
POLICE ***	1,511,032.54	3,089,214.00	1,368,178.29	1,721,036	44.3%	142,854
E - 911 *****	371,404.34	875,597.00	299,532.33	576,065	34.2%	71,872
EMERGENCY MANAGEMENT SERVICES ***	1,117,820.66	2,531,687.01	1,077,229.73	1,454,457	42.5%	40,591
BUILDING INSP & CODE ENFORCEMENT***	239,776.14	561,794.00	240,818.01	320,976	42.9%	(1,042)
ANIMAL CONTROL*****	43,159.90	86,638.00	27,108.10	59,530	31.3%	16,052
PUBLIC WORKS-STREET MAINTENANCE****	606,631.35	1,308,621.00	490,552.02	818,069	37.5%	116,079
PUBLIC WORKS-SNOW REMOVAL****	3,749.51	15,000.00	1,627.97	13,372	10.9%	2,122
PUBLIC WORKS-GARAGE****	115,589.98	215,478.00	100,905.73	114,572	46.8%	14,684
BUILDING MAINTENANCE-GENERAL*****	301,681.14	811,006.49	297,953.13	513,053	36.7%	3,728
BUILDING MAINTENANCE-ARMORY***	13,451.01	0.00	0	-	-	13,451
BUILDING MAINTENANCE-CITY HALL****	93,671.27	234,572.72	98,692.27	135,880	42.1%	(5,021)
BLDG MAINTENANCE-SOC SERVICES****	112,734.62	99,801.72	38,414.43	61,387	38.5%	74,320
BUILDING MAINTENANCE-HEALTH DEPT***	12,364.72	35,072.59	9,832.96	25,240	28.0%	2,532
HEALTH DEPARTMENT*****	55,000.00	110,000.00	55,000.00	55,000	50.0%	-
MENTAL HEALTH*****	0	36,958.00	0	36,958	0.0%	-
CHILDREN'S CENTER*****	0	634,243.00	317,124.00	317,119	50.0%	(317,124)
RECREATION*****	193,503.13	409,545.71	173,453.44	236,092	42.4%	20,050
CEMETERIES*****	23,028.00	61,000.00	15,983.32	45,017	26.2%	7,045
SENIOR CITIZENS TITLE III ***	0	6,659.00	0	6,659	0.0%	-
SENIOR CITIZENS NUTRITION ***	18,683.49	38,542.11	1,209.85	37,332	3.1%	17,474
LIBRARY*****	158,183.63	318,880.26	151,339.72	167,541	47.5%	6,844
PLANNING AND ZONING*****	133,371.22	319,340.00	123,579.79	195,760	38.7%	9,791
BEAUTIFICATION COMMISSION ****	985.13	13,636.00	829.60	12,806	6.1%	156
DOWNTOWN DEVELOPMENT *****	35,031.82	74,887.00	34,985.91	39,901	46.7%	46
PAYMENTS TO SOUTHAMPTON COUNTY ***	0	702,875.00	0	702,875	0.0%	-
NON-DEPARTMENT MISCELLANEOUS***	32,713.16	5,000.00	7,165.09	(2,165)	143.3%	25,548
NON-DEPARTMENTAL CAPITAL***	0	345,096.00	0	345,096	0.0%	-
TRANSFERS*****	4,227,090.89	7,756,703.67	3,351,626.05	4,405,078	43.2%	875,465
DEBT SERVICE *****	0	0.00	15,000.00	(15,000)	-	(15,000)
<b>General Fund Expenditure Total</b>	<b>11,968,699.23</b>	<b>25,008,466.71</b>	<b>10,495,295.81</b>	<b>14,513,170.90</b>		<b>1,473,403.42</b>



December 10, 2020

TO: Amanda Jarratt, City Manager

FROM: Tracy Spence, CPA, Director of Finance <sup>TS</sup>

RE: Utility Mortarium & Repayment Plans

On November 18, 2020, Governor Northam signed the revised Virginia budget that included utility shutoff protection as well as provisions for repayment plans for utility customers.

The repayment plans allow customer's utility debt to be amortized over at least 6 months and up to 24 months. The plan cannot require any new deposits, down payments, fees, late fees, interest charges, or penalties and the plan cannot accrue any fees, interest, or penalties, including prepayment penalties. The customer has to attest that they have experienced a financial hardship resulting directly or indirectly from the public health emergency or that they have experienced a hardship to pay during the public health emergency.

The financial issue to address is the cash effect this may have on the Electric Fund. The VMEA monthly payment is approximately \$800,000 - \$1,000,000 per month. When the City stopped electric cutoffs during Governor's Executive Order 61, the City's electric 30-60 day category in the aged accounts receivable report increased \$150,000 per month. Assuming no customer takes advantage of the repayment plan, the Electric Fund will experience a cash deficit of \$1,050,000 as a result of the repayment plan implementation.

There is a provision in the revised Virginia budget plan that if a utility has accounts receivable arrearages that exceed 1% of the utility's annual operating revenues, the utility may obtain relief from the shutoff moratorium. I have reached out to Department of Housing & Community Development for clarification of what accounts receivable should be included in the 1% calculation.

If additional information is needed, please advise.

*City of Franklin, Virginia*  
*Finance Department – 207 W. Second Avenue*  
*Franklin, Virginia 23851*  
*(757) 562-8535*

# City Treasurer's 2020 Annual Report

Delinquent Taxes as of  
November 30, 2020

The delinquent tax amount for the City of Franklin as of November 30, 2020 is \$428,376.58. This amount reflects tax years 2018 and older for all taxes owed to the city. The last collection report dated November 30, 2019 was reported with delinquencies of \$635,329.14. This is a reduction of \$206,952.56 along with adding a full tax year.

# Real Estate:

As of November 30, 2020 there is \$168,931.69 in delinquent Real Estate taxes for years 2003-2018. The cumulative collection rate for these years is 99.80%. The office continues to work with citizens who have become delinquent with payment plans. We currently have 20 taxpayers on monthly payment plans. The office will research the taxpayers through VEC (Virginia Employment Commission) for employment information and attach a lien against their place of employment based on the Code of Virginia 58.1-3919. The office currently have about 10 wage liens.

The Treasurer's office continues to work with Jason A. Dunn, PLC (Tax Attorney) out of VA. Beach to assist in selling properties who meet the requirements for a tax sale based on the Code of Virginia 58.1-3965.1. There are currently 30 properties being worked by Mr. Dunn's firm. Prior to sending the file to the firm the office has exhausted all possible efforts with the citizen.

# Real Estate Cont....

Prior to properties being sold at a tax sale, Mr. Dunn's firm will enter into a payment plan with citizens. Once they enter into a plan, the citizen must stay current on the plan and pay all current taxes to the city.

We were unable to have a Tax Sale in 2020 due to COVID-19. We have 5 properties ready for sale once we feel having a sale will be safe for all involved, hopefully in 2021.

For RE2019 tax year, of the 5.5 million budgeted, we have \$138,219.76 uncollected, showing a 97% collection rate as of November 30, 2020. Any payments paid on delinquent real estate is applied to the oldest tax first.

# Personal Property:

As of November 30, 2020 there is \$259,244.64 in delinquent personal property taxes for tax year 2008-2018. The cumulative collection rate for these years is 98.71%. Due to last years conversion we were unable to apply a DMV-STOP on the 2018 delinquent accounts and due to COVID-19, I made the decision not to apply Stops on the delinquent accounts since the DMV offices were closed to the public. Once the DMV offices opened back up we applied stops on the 2018 accounts first. We continue to work with taxpayers on monthly payment plans. Plans are usually made so that their taxes are satisfied prior to the next years assessment and due date. Any and all prior delinquent taxes must be satisfied prior to being able to make a new payment plan. Due to the pandemic we choose not to do any vehicle seizures for delinquent taxes. This is the primary reason for the increase in the personal property delinquencies.

# Personal Property Cont.....

For PP2019 tax year, of the 2.8 million budgeted, we have \$163,904.09 uncollected, showing a 94% collection rate as of November 30, 2020. Due to COVID-19 and the DMV offices closed to the public and the extensions given for registrations we choose to delay putting DMV-Stops on PP2019 accounts. These Stops will be applied January 2021.

Due to the Statute of Limitations as per Code of Virginia 58.1-3040, I will be requesting City Council to approve charging off Personal Property 2013 in the amount of \$24,801.31. Based on years of collection attempts, I deem these accounts uncollectable.

# Meals and Lodging

Currently there are no delinquent Meals Taxes that have filed with the Commissioner of the Revenue's office.

Currently there are no delinquent Lodging Taxes that have filed with the Commissioner of the Revenue's office.



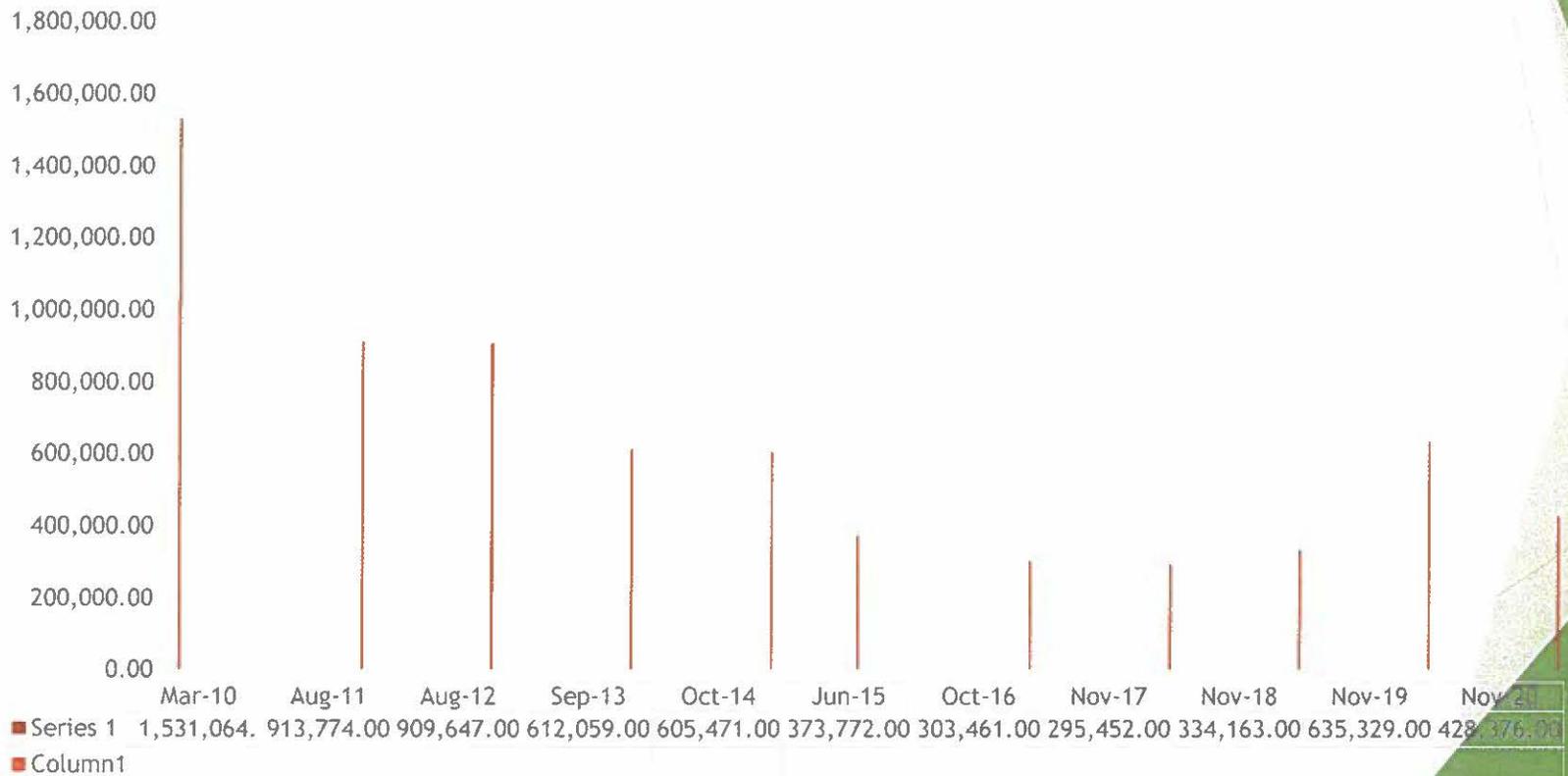
# Business License

As of November 30, 2020 there are 3 delinquent business license in the amount of \$218.25. All 3 of these businesses are no longer in operation and the owners have not been located. We continue to use treasurer's tools to locate owners.

# Historical Data

▶ March	2010	\$1,531,064.26
▶ August	2011	\$913,774.49
▶ August	2012	\$903,647.66
▶ September	2013	\$612,059.72
▶ October	2014	\$605,477.25
▶ June	2015	\$373,772.41
▶ October	2016	\$303,461.92
▶ November	2017	\$295,452.71
▶ November	2018	\$334,163.82
▶ November	2019	\$635,329.14
▶ November	2020	\$428,376.58

# Historical Data Cont....



# Additional Information:

The Treasurer's Office continues to use multiple collection tools allowed by the Code of Virginia 58.1. Listed below are a few tools used, but not limited to;

- ▶ DMV Stop
- ▶ Debt Set Off
- ▶ Wage Liens
- ▶ Virginia Auction Co- Vehicle Seizure-Distress Warrant
- ▶ Tax Sale- Judicial and Non Judicial
- ▶ Unclaimed Property
- ▶ Payment Plans

The office continues to look for new tools to collect delinquent taxes and delinquent utilities owed to the locality.

# Collection Tools History

- ▶ DMV Stops 1181 Submitted/547 Good/84 Removed
- ▶ Debt Setoff 1329 Payments, \$181,368.91 Received  
5,792 Submitted Nov/2020
- ▶ Garnishments 120 Garnishments/ 10 Bank Liens
- ▶ Unclaimed Property- 1,155 claims totaling \$62,784.40.

# Treasurer's Office News

## Collection Percentage Rate for the Office:

- ▶ Cumulative Percentage for Real Estate for 2003-2018 is 99.80%
- ▶ Cumulative Percentage for Personal Property for 2008-2018 is 98.71%
- ▶ The Treasurer's office was awarded the Office of Accreditation for the Seventh year in a row by the Treasurer's Association of Virginia. This is the highest award given by the Association. One of the requirements to receive this award the office must have a collection rate of 95% or higher for Real Estate and 90% or higher for Personal Property.
- ▶ I received my recertification as a Master Governmental Treasurer through the University of Virginia; Weldon Cooper Center for Public Service. This certification is required to be recertified every four years. Yearly requirements have to be met to maintain the certification.
- ▶ Due to COVID-19 the Treasurer's Association was unable to have the Annual Conference where I was to be sworn in as President. Since there are still some uncertainty as to whether a conference will be able to be hosted in 2021, I have been asked to host the 2022 Conference where I will be sworn in as president at that time.

# Treasurer's Office News

- ▶ Selenia Boone was awarded the Star Performer Award for a job well done working the unclaimed property with the Department of Treasury. With her continued efforts she was able to collect \$62,784.40 which was applied to delinquent taxes and inactive utilities. Last year we had a total of 138 claims for a total of \$1,604.43.
- ▶ The Treasurer's Office has contributed 336 nonperishable items to Franklin Cooperative Ministry this year. Our goal was to contribute 260 in which we exceeded. We challenged ourselves to do this even before the pandemic hit our area. Our goal is to continue this support for 2021.
- ▶ The Staff in the Treasurer's office work hard to service the Citizens of Franklin to the best of their ability. They all are dedicated to their job and do it well. A big Thank-You goes out to My Staff!!!



To: Amanda C. Jarratt, City Manager  
From: Dinah M. Babb, City Treasurer  
Subject: Annual Delinquent Tax Report  
Date: December 08, 2020

Attached, please find the list of delinquent taxes owed to the City of Franklin as of November 30, 2020

Real Estate	\$168,913.69
Personal Property	\$259,244.64
Business License	\$218.25
Meals Tax	\$0.00
Lodging Tax	\$0.00

**Total Delinquent Taxes: \$438,376.58**

**Respectfully Submitted,  
Dinah M. Babb, MGT,  
City Treasurer**

Account Id	Owner Name	Owner Name2	Tax Prin Balance
2643	AGAPE WORSHIP CENTER CHURCH	TRUSTEES	318.78
1775	AVERY SMOTHERS ELLA LIFE TENANT		2,809.56
3536	BALBOA HOLDINGS L L C		965.89
1136	BARNES EVANGLISH & GRACIE	C/O DIANE ASUQUO	831.58
1155	BARRETT MASCO & VELMA L	C/O PORTIA ROBERTSON	34.19
1342	BOONE NELLIE		152.40
1680	BOWERS ANTHONY		558.36
2323	BOWERS ANTHONY E		605.13
1358	BOWERS ANTHONY E		377.34
1499	BOWERS ANTHONY E		468.82
2689	BOWLES HORACE BILLY		285.42
2699	BOWLES HORACE BILLY		3,237.66
3460	BRADSBY DARRELL ET ALS		736.70
1433	BRITT HENRY CLAY EST & RONNIE		518.19
1474	BROWN DONTE & BROWN QONTE		674.19
1528	BUTTS CLARENCE & GLADYS		522.87
1357	CANNON LISA ET ALS		597.71
3891	CANNON WILLIE JR ET ALS		1,126.52
1507	CARTER CHERYL ET AL		134.94
2123	CHARITY KENNETH J		86.62
3261	CHARITY KENNETH J		250.55
3404	CITY OF FRANKLIN		1,105.52
1650	COOK COREAN P	C/O VIRGINIA MAJETTE	239.73
1651	COOK COREAN P	C/O VIRGINIA MAJETTE	37.12
2636	CROSS ERIC		307.69
1677	CROSS ERIC		482.33
1836	DELOATCHE MARVIN R	C/O ANNETTE DELOATCH	62.72
3606	DREWRY ALLEN E & CAROL S		674.64
4197	EAST END APOSTOLIC FAITH CHURCH		2,096.53
3356	ELEY FAYE B		11,577.93
2043	EVANS WILLIAM H & PECK ARLEATHIA		1,827.24
4238	EVANSON GABRIEL		416.79
2135	FRANKLIN EQUIPMENT CO INC		504.00

2136	FRANKLIN EQUIPMENT CO INC		11,156.83
2138	FRANKLIN EQUIPMENT CO INC		29,424.60
2148	FREEMAN GUY T JR		1,970.40
2152	FREEMAN LINBERG & DOROTHY B		1,416.53
1659	GOODWYN JANICE M		718.14
1549	HACKETT JEAN C EXECUTOR ETAL		592.79
2315	HACKETT MONTY C & JEAN C		3,386.78
3620	HALL SAMUEL A		95.93
2324	HALL SAMUEL A ET ALS		57.53
2335	HANDESHAW HELEN RAY		803.74
3465	HANDESHAW PHYLLIS P		1,195.33
2382	HARRISON WILLIAM STANLEY ET ALS		464.80
2288	HART TYRONE		294.63
3672	HATCH ANTWAN		538.56
2440	HENDRICKS DEVONA U & HENDRICKS	CHRISTOPHER L	264.98
2725	HOPSON JACOB		158.50
2150	HUDSON LAFAYETTE A JR		449.95
3030	HUNT ROBERT LEE		37.12
3302	HUNT TONI ANNETTE POWELL		435.30
2884	HUNT VANDY D & TONI A		492.03
3199	INTEGRITY GROUP CONSULTING L L C		363.98
2593	JD L C		1,204.35
2659	JOHNSON-ASHBURN RAYSTINE DESHON		9,510.80
2660	JOHNSON-ASHBURN RAYSTINE DESHON		3,552.65
4028	JONES BERNARD DAMON ET ALS		88.21
2717	JONES JAMES HERBERT LIFE RIGHT		173.67
2720	JONES JOHN LOUIS ET ALS		234.18
3791	LANE WILLIAM & JACQUELINE		16.86
3673	LASSITER GLORIA		291.84
2888	LEWIS GEORGETTE S		444.51
2896	LEWIS LEON		71.78
2908	LONG CHARLIE		426.36
2542	LONG SHIRLEY WILLIS		90.53
2950	MAJETTE KILBY D		222.25

2952	MAJETTE VIRGINIA L		211.86
2960	MANLEY LEON & ELIZABETH C		2,167.96
2999	MCCLENNY OSCAR R JR & MILDRED G		1,601.16
3244	MILLENNIUM PROPERTY L L C		275.47
3099	MURPHY ANNIE W		14.95
4101	NEW WEINBERG PROPERTIES		230.17
1823	NEW WEINBERG PROPERTIES L L C		30.26
3159	OLDS SALLIE		422.20
4683	ORE BUILDERS L L C		208.00
4685	ORE BUILDERS L L C		208.00
3170	OWENS WILLIAM E		3,124.25
4069	OWENS WILLIAM E		218.62
3185	PADGETT PATRICIA C		116.32
2409	PAXTON CONSTRUCTION CORP		1,222.67
3265	PICOT GWENDOLYN M ET AL		686.77
3284	POLLARD PHILIP E & THELMA E		822.88
2010	PORTER SHEILA T		776.94
3375	RABIL F DAVID		22,796.02
3398	RAWLS JAMES R		1,739.85
2023	REID TIMOTHY E & ANGELIA D		378.82
3488	RICKS A C EST	C/O BERNICE RICKS	156.52
3490	RICKS A C EST	C/O BERNICE RICKS	753.73
3491	RICKS ARKANSAS	C/O BERNICE RICKS	374.92
3035	RIDDICK LARRY W		3,546.18
3544	ROGERS KENNETH R		631.62
3545	ROGERS KENNETH R		75.65
3580	RUFFIN DAPHNE Y ET AL		437.20
3591	RUSSELL JO ANN ET ALS		644.90
3603	SAUNDERS LINWOOD & JOHN PAUL		759.19
3800	STOKES VITA LEE & VIOLA P		2,875.64
2939	TALJ PROPERTIES L L C		781.36
2940	TALJ PROPERTIES L L C		3,500.59
3921	TURNER NANCY H		2,052.26
4480	TURNER VIRGIE ET ALS	C/O BRENDA TURNER	42.07

3160	UNITED MEDICAL SUPPLIES INC	1,945.21
3343	UNKNOWN OWNER	636.14
2730	VIRTUE MICHELE	138.79
4044	WAGENBACH DEAN F	1,643.23
4046	WALDEN THEODORE ET ALS	1,494.06
4056	WALTON MYRA B ETALS	204.04
4057	WALTON MYRA B ETALS	567.40
4058	WALTON MYRA B ETALS	1,746.90
2307	WARREN SONIA	134.60
4118	WHITEHURST JAMAAL BRIAN	719.88
4191	WILBESON PROPERTIES L L C	84.67
4175	WILLIAMS CAROLYN A	112.35
4266	YOUNG CHERYL	329.32
<b>Totals</b>		<b>168,913.69</b>

Account Id	Name	Name 2	Principal Balance
00048344	2 GIVE MANAGEMENT LLC		57.25
00048349	2 GIVE MANAGEMENT LLC		235.00
00049087	2 GIVE MANAGEMENT LLC		153.38
00038618	A PLUS RESULTS COMMUNICATION		56.25
00044407	A+ PACK AND SHIP		43.76
00031017	ABBAS MOUSTAFA M	C/O AMR ABBAS	46.00
00045942	ABRAHAM CARRILLO-PEREZ		29.25
00051315	ABUSHAAR HIMYAR AHMED		71.88
00051405	ABUSHAAR HIMYAR AHMED		15.19
00052246	ADKINS CARRINGTON CARWELL JR		274.95
00033896	AGATE JASON MATTHEW		278.93
00034221	AGATE JASON MATTHEW	AGATE WINNETTE MARIE	683.88
00036377	AGATE JASON MATTHEW	AGATE WINNETTE MARIE	60.03
00038536	AGATE JASON MATTHEW		99.76
00036673	AGATE WINNETTE MARIE	AGATE JASON MATTHEW	115.00
00040533	AGATE WINNETTE MARIE		1,406.25
00035392	AKRIDGE MARILYN ELAINE ESTATE	C/O SUZANNE PHILLIPS	175.35
00046294	ALEXANDER ADAMS SANYA EVETE	ADAMS BRIA LAUREN	201.19
00046647	ALEXANDER ADAMS SANYA EVETE		89.37
00031771	ALEXANDER CLARENCE KINCADE		110.00
00040310	ALLSTAR SERVICE AND	MAINTENANCE LLC	245.00
00039145	HUNT JENNIFER LEE		284.89
00037684	ANDERSON JESSICA ANN		368.56
00037868	APALISKI MARY THERESA		130.78
00044477	ARGUETA CRUZ ALBERT ASael		48.00
00048053	ARI FLEET LT		118.50
00029825	ARKLAN JENNIFER ANN		1,039.64
00034252	ARREY-MBI AGNES E		386.54
00052128	ARTIS AMY LATORIA		71.31
00038454	ARTIS GLADYS SCOTT		136.20
00036602	ARTIS JANICE MARIE		5.60
00044301	ARTIS JOEMON DEQUIA		118.23
00049731	ARTIS JOEMON DEQUIA		7.77

00035870	ARTIS JOIE OBRIAN		115.00
00052096	ARTIS JOIE OBRIAN		78.00
00029832	ARTIS STACY		99.95
00047297	ARTIS-SWARN TAMIKA NICHOLE		85.20
00035931	ASHBURN SHAMEYRA RONNICE		131.74
00032771	ASKEW DEMETRIES RAHIEM	ASKEW ANGELA J	11.76
00032773	ASKEW KEISHA MONIQUE		91.68
00023267	ATLANTIC DEMOLITION INC		51.60
00037429	AUSTIN SHELIA DIANE		216.95
00037376	BABB SELESTER LEE		28.00
00049598	BABIN GAIL JOYCE	POIRIER KELLIE LYN	135.37
00040689	BABIN WILLIAM BENEDICT JR		166.32
00051209	BAILEY CAROL LINWOOD		135.75
00041324	BAILEY CLYDE P	T/A TRINKETTES & TREASURES	11.80
00045467	BAILEY WILLIAM LAMONT		60.46
00048351	BAKER MARJORIE ANN		123.74
00039283	BAKER TERRANCE DAVONSKI		321.71
00039366	BAKER TERRANCE DAVONSKI	RUSSELL-BAKER NICKELLE SHERISE	113.74
00048775	BALL AMANDA JO		136.51
00040475	BANKS PARRISH SENTELLE		284.51
00021321	BANKS RAIMON		309.21
00033299	BANKS SUSIE BOONE		13.78
00047258	BANKS SUSIE BOONE	MATTHEWS DENISE DORCAS	79.87
00041012	BANKS THERESA ANN		2.10
00050661	BANKS ZURI DANIELLE	BANKS RONALD DAVID	363.01
00046224	BARNES GEORGIA GRANT		122.98
00038446	BARNES JOHN W		1.26
00051408	BARNES LINDSAY NICOLE HENSON		285.56
00039919	BARNES MARSHA LEVERN		24.30
00042640	BARNES MARSHA LEVERN		23.00
00040432	BARNES QUANEISHA SHANTEL		10.01
00050662	BARNES RAYMOND THOMAS		105.05
00037526	BARNES SYLVIA ANN		191.18
00050258	BARNES SYLVIA ANN		88.28

00037377	BARR ANTHONY	69.00
00046228	BARR ANTHONY	529.68
00046229	BARR BRENDA KAYE	59.18
00047021	BARR BRENDA KAYE	69.93
00045975	BARR NATHAN JR	137.78
00047372	BARRETT CHARLIE ANTYRONE	95.08
00019522	BARRETT CHARLIE DAVIS	23.00
00049211	BASS PATRICIA HALL	76.94
00049356	BATTLE YESENIA	329.95
00046421	BAUTISTA JIMENEZ LOYDA JAEI	127.50
00051002	BAXTER TARA LAWRENCE	141.88
00039622	BAZEMORE KWAMAINE RASHAD	33.13
00042722	BAZEMORE KWAMAINE RASHAD	12.99
00046089	BAZEMORE KWAMAINE RASHAD	23.00
00003006	BEACHAM VERNON S JR	49.80
00051317	BEALE ROY JR	109.98
00030202	BRADSHAW STELLA	51.48
00032677	BEAMON ANNIE	111.21
00042157	BEAMON REBECCA JEAN	53.29
00042158	BEAMON REBECCA JEAN	69.00
00042270	BELL QUIANNA SHANE	23.00
00043202	BELL QUIANNA SHANE	489.20
00045908	BELL QUIARA CHANTELL	119.81
00043396	BELTER REBECCA MARIE	111.38
00050300	BENN JOANNE DENISE	70.33
00050474	BENN JOANNE DENISE	76.80
00044170	BENN JOSEPH LAMOND	323.48
00051814	BENN JOSEPH LAMOND	335.52
00035658	BENN LARRY ALEXANDER	2.45
00050718	BENN LARRY ALEXANDER	31.72
00050027	BEST DERRICK DERRON	76.19
00050518	BEST DERRICK DERRON	108.28
00042335	BISHOP DONALD AR'KEEM	85.13
00043496	BISHOP DONALD AR'KEEM	151.44

00048278	BISHOP DONALD AR'KEEM		156.92
00048701	BISHOP DONALD AR'KEEM		40.09
00049937	BISHOP DONALD AR'KEEM		321.06
00049886	BLACKLEY RENEE LUCINDA		159.30
00035943	BLACKWATER OUTFITTERS LLC		89.83
00050519	BLAIR JACOB TYLER		188.25
00030932	BLANKENSHIP DIANE JOHNSON		42.53
00039100	BLANKENSHIP MICHAEL LYNN		84.64
00040159	BLIGEN-HALLBROOKS LORENE		15.12
00042288	BLIGEN-HALLBROOKS LORENE		17.71
00043737	BLIGEN-HALLBROOKS LORENE		43.94
00006508	BLOW ALVIN JOHNEL		1.13
00020230	BLOW ALVIN JOHNEL		6.31
00026405	BLOW ALVIN JOHNEL		29.75
00039886	BLOW ALVIN JOHNEL		23.00
00040495	BLOW ALVIN JOHNEL		47.25
00040632	BLOW ALVIN JOHNEL		22.50
00051078	BLOW ALVIN JOHNEL		63.73
00052654	BLOW ALVIN JOHNEL		28.00
00047375	BLOW DASHAWN JAQUEL		106.68
00049359	BLOW QUINTON TERELL		78.00
00047412	BLOW'S AC/HEATING SERVICE	AND REPAIR	235.00
00023725	BLUE WILLIAM HENRY		47.79
00044033	BLUNT DARREN RAMARD		246.75
00044171	BLYTHE WENDY MATNEY		191.56
00049041	BLYTHE WENDY MATNEY		448.19
00043156	BODDIE TIFFANY RENEE	BODDIE JAMES BURNELL	92.00
00053471	BODINE ALICIA HOPE		57.06
00044776	BODMER JENNIFER LYNN		97.81
00047259	BOGLIN DELLA MAE		114.82
00049300	BOGLIN DELLA MAE		108.75
00040982	BOONE AUDREY LEE		101.00
00032954	BOONE BOBBY JR		56.00
00038671	BOONE BOBBY JR		46.00

00045011	BOONE BOBBY JR	48.80
00039585	BOONE CAROLYN HOLLEY	64.27
00039586	BOONE CAROLYN HOLLEY	433.02
00047845	BOONE CHRISTIAN DEVANTE	211.31
00040530	BOONE DARYL REGIS	20.70
00040531	BOONE DARYL REGIS	15.28
00042292	BOONE DARYL REGIS	23.00
00045407	BOONE DARYL REGIS	46.00
00048133	BOONE DARYL REGIS	94.00
00042414	BOONE DERRICK ASRIAH	1,009.93
00034838	BOONE DONNIE RAY	23.00
00039237	BOONE DONNIE RAY	296.13
00040983	BOONE FIESTA JEAN	76.66
00049494	BOONE GREGORY JEROME JR	80.15
00033016	BOONE HATTIE MYRICK	84.92
00048254	BOONE IESHIA LASTARR	80.65
00055801	BOONE JENNIFER RENEE	65.19
00042798	BOONE JU-WANA JON-QUIL	246.71
00042675	BOONE KRISSIE DENICE	248.82
00046273	BOONE LACURT DEON	207.94
00046274	BOONE LACURT DEON	62.59
00052756	BOONE LACURT DEON	39.40
00045069	BOONE LATISHA SHANTE	47.34
00041471	BOONE MERRIE BINNS	9.54
00047262	BOONE MICHAEL ANTHONY JR	71.64
00047263	BOONE MICHAEL ANTHONY JR	23.00
00049042	BOONE MICHAEL ANTHONY JR	23.00
00050664	BOONE MICHAEL ANTHONY JR	63.53
00051798	BOONE MICHAEL ANTHONY JR	75.25
00053125	BOONE MICHAEL ANTHONY JR	82.14
00053160	BOONE MICHAEL ANTHONY JR	108.78
00055009	BOONE MICHAEL ANTHONY JR	23.00
00043655	BOONE NATASHA RENEE	55.00
00051749	BOONE NATASHA RENEE	76.15

00042369	BOONE RAYE ANDREW	241.69
00041411	BOONE ROBERT	524.20
00043967	BOONE SHAMIERE BERNARD	206.85
00043739	BOONE SHAREL LAVON	210.38
00046809	BOONE SHAREL LAVON	EPPS RODERICE DEXTER
00043657	BOOSE SHELLY ANTIONETTE	49.36
00006588	BOWE ALPHONZO FRANKLIN	27.00
00052950	BOWENS TORRENCE	23.00
00050475	BOWERS-GAINEY JEAN DELOIS	41.50
00051888	BOWERS-GAINEY JEAN DELOIS	78.00
00013781	BOWLES HORACE LEE JR	2.26
00040228	BOYKINS CURTIS LEE	224.99
00050434	BRADLEY KESHARA MONI	181.50
00044110	BRADSHAW ALESHA	58.58
00045255	BRADSHAW ALESHA	47.84
00052798	BRADSHAW ANDRIA EDWARDS	23.00
00053094	BRADSHAW ANDRIA EDWARDS	81.98
00051410	BRADSHAW EVON HOLDEN	122.93
00053095	BRADSHAW KEIYONTA TASHANTA	78.00
00044372	BRADSHAW MELANIE JOYCE	163.29
00050115	BRADSHAW MELANIE JOYCE	23.00
00050116	BRADSHAW MELANIE JOYCE	23.00
00053126	BRADSHAW MELANIE JOYCE	46.90
00046812	BRADSHAW SHILDER VIRGINIA	25.52
00047302	BRADSHAW SHILDER VIRGINIA	22.68
00043408	BRADSHAW STELLA	35.62
00049417	BRADSHAW TRUCKING LLC	495.00
00050817	BRADSHAW-TURNER JANICE WALETTE	254.34
00046889	BRANCH BELINDA WOODLEY	116.25
00039330	BRANCH CLIFTON BERNARD	135.15
00045760	BRANCH CLIFTON BERNARD	118.19
00052012	BRANCH CLIFTON BERNARD	39.73
00052013	BRANCH CLIFTON BERNARD	78.00
00039587	BRANCH EDWARD EUGENE	23.00

00042644	BRANCH EDWARD EUGENE	176.58
00049157	BRANCH LATONYA MICHELLE	18.56
00052385	BRIGHT TASIA VALENZA	73.35
00044982	BRITT JERELL UNDONTE	78.00
00050626	BRITT MONTOYA RONSAE	189.20
00030834	BRITT SHIRLEY MAE	17.44
00036396	BRITT TIMARA NICOL	101.00
00046679	BRITT TIMARA NICOL	112.94
00049363	BRITT TIMARA NICOL	322.43
00050476	BRITT TIMARA NICOL	219.12
00044612	BRITT TRACY BERSHAW	19.66
00046681	BRITT TRACY BERSHAW	36.95
00049158	BROOKS DASIANEE SHAWNIECE	71.00
00046429	BROOKS LILLIE PEARL	126.37
00051395	BROOKS LILLIE PEARL	71.12
00046178	BROWN ANTHONY ANTWON	257.41
00048391	BROWN ANTHONY ANTWON	86.41
00048883	BROWN CHARLIE ANTWON	23.00
00049268	BROWN CHARLIE ANTWON	156.33
00040636	BROWN DONELL LEMONT	128.06
00051643	BROWN DONELL LEMONT	70.71
00054340	BROWN DONTE TERRELL	78.00
00039240	BROWN EDWARD GERARD JR	8.91
00028280	BROWN ELBERT WILLIAM	96.05
00042726	BROWN GARY	68.91
00045802	BROWN GARY	3.25
00046121	BROWN GARY	402.08
00029611	BROWN JOSEPH MCCOY	138.00
00029963	BROWN JOSEPH MCCOY	664.63
00042128	BROWN MICHAEL TREVANTI	8.10
00046852	BROWN MICHAEL TREVANTI	222.50
00047762	BROWN MICHAEL TREVANTI	28.00
00048463	BROWN MICHAEL TREVANTI	328.55
00053163	BROWN RAY JAVAR	31.70
	BROWN REITA MCDANIEL	

00045013	BROWN TOWANDA YVONNE		23.00
00051538	BROWN TOWANDA YVONNE		85.51
00018784	BROWN WILLIE		84.00
00018785	BROWN WILLIE		28.08
00044547	BRYANT NIKKI PRACTIES		64.01
00031402	BRYANT WILLIAM HERMAN		1.67
00050577	BUCHANAN SHARON DELORES		318.69
00045946	BULLOCK QUAMAR KASOHD		36.62
00039504	BUMPUS BRIAN SCOTT		56.47
00038063	BURBANK EDWARD HENRY		10.26
00040545	BURGESS JACOB KENNETH		23.00
00043721	BURGESS JACOB KENNETH		68.25
00046357	BURKE KIM MICHELLE	BRADSHAW MICKEY LEE	203.66
00037265	BUSY LITTLE PEOPLE FAMILY HOME	CHILDCARE	39.69
00038676	BUTLER RONALD WESLEY		321.49
00044906	BUTLER RONALD WESLEY		46.00
00046063	BYNUM BRANDON SHEROD		255.12
00028243	BYNUM EDWARD BRADLEY		49.26
00041709	BYNUM STEVE LARRY		23.00
00041710	BYNUM STEVE LARRY		4.52
00043650	BYNUM STEVE LARRY		92.00
00049739	CLAUDE TYNESHIA DEE		170.39
00040546	BYRD MARY FRANCES	BYRD DONALD LEE III	100.03
00040437	BYRUM BRITTANY LYNN	BYRUM NATHAN ALAN	99.17
00047978	BYRUM BRITTANY LYNN	BYRUM NATHAN ALAN	685.78
00042095	BYRUM NATHAN ALAN		46.62
00041345	BYRUM TREE SERVICE		287.40
00050813	C & C RENOVATIONS & HOME REPAIR		9.00
00050716	C&C RENOVATIONS LLC		166.94
00051982	CAFFEE DONOVAN ROY		78.00
00047804	CAHOON BRETT SCOTT		318.81
00050579	CALABRIA LORI ANNA		5.63
00038980	CALIMER CHRISTIAN RAINER		52.03
00028991	CARINO ALEXANDER RUBEN		267.61

00032035	CAROLINA CLEANERS	4.50
00039887	CARR CAFFEE EVANGLINE E	116.51
00042339	CARR CAFFEE EVANGLINE E	27.72
00042511	CARR CALEB ROBERT	42.20
00046892	CARR JASMINE MARISA	64.11
00047805	CARR JASMINE MARISA	23.00
00048179	CARR JASMINE MARISA	65.69
00043939	CARR LEDELL ADRICE	56.00
00043941	CARR LEDELL ADRICE	28.00
00043942	CARR LEDELL ADRICE	46.00
00043943	CARR LEDELL ADRICE	65.69
00043944	CARR LEDELL ADRICE	23.00
00043945	CARR LEDELL ADRICE	105.89
00043946	CARR LEDELL ADRICE	150.38
00043947	CARR LEDELL ADRICE	84.45
00050819	CARR LEDELL ADRICE	203.30
00050310	CARR RENE DENEEN	101.00
00050546	CARR RENE DENEEN	51.12
00051313	CARR TERRY LYNNE	94.84
00052254	CARR TERRY LYNNE	86.98
00038540	CASEY RIA VANESSA	820.67
00048067	CHAFFIN CHRISTOPHER STEPHEN JR	399.85
00045805	CHAMBERS NIA ANNE	124.00
00052016	CHAPPLE DERRICK JAMES	156.38
00052208	CHAPPLE DERRICK JAMES	10.59
00052979	CHAPPLE DERRICK JAMES	15.09
00044855	CHARLES WILLNEISHA ELIZABETH	273.79
00049237	CHARLES WILLNEISHA ELIZABETH	109.56
00042907	CHAVIS ROSE MARIA	355.00
00043662	CHAVIS ROSE MARIA	204.46
00039922	CIT FINANCE LLC	368.83
00049551	CLARK LARRY ONEAL	147.19
00046325	CLASSIC TOUCH MOBILE DETAILING	5.63
00051484	CLAUDE TYNESHIA DEE	43.13
	C/O RYAN TAX COMPLIANCE SERVICES	

00044178	CLEMONS SHANICE GWENDOLYN		16.61
00044112	CLINE DONALD RAYMOND		705.17
00042646	CLINE GAGE WILLIAM		23.00
00035119	COBB OSCAR VANN		92.00
00041397	COBB SHELTON HARRELL		78.00
00029900	COLLINS MARSHA LEE ALLEN		189.00
00004050	COLSTON CHARLES RUBEN		23.00
00052569	CONNOR EUGENE S		209.82
00040240	CONSTANTINE JENNIFER ANN		150.60
00047993	COOPER ASHLEY STARR		307.50
00050102	COOPER DEANGELA	T/A CUT CREATIONS BARBERSHOP	225.00
00043242	COOPER KAREN PHELPS		18.12
00041794	COOPER LARSHAREE DEREZ		99.40
00044113	COOPER LARSHAREE DEREZ		506.15
00046891	COOPER LARSHAREE DEREZ		52.42
00051136	COOPER LARSHAREE DEREZ		23.00
00047438	COOPER TIMOTHY KYLE		56.16
00041546	COPELAND CHRISTOPHER CALVIN		83.00
00052516	COPELAND CHRISTOPHER CALVIN		28.00
00045409	COPELAND DARRELL ANTONIO		164.47
00042423	COWANS COOPER CYNTHIA MARIE		312.56
00029878	CRABLE TIMOTHY EDWARD		324.43
00052726	CRAIG ANGEL UNIQUE		78.00
00027172	CRAMER SONJA TURNLEY ESTATE	HOLLEY SUNNI LAUREN	492.02
00047165	CREATIVE EVENTS LLC		112.50
00047981	CROCKER WENDY MARCEL		78.00
00051490	CROCKETT BLAKE ALAN		83.26
00052831	CROCKETT BRIAN DEMOND		178.76
00053553	CROCKETT JENICA MA'LISHA		99.09
00052210	CROMWELL ALSON III		78.99
00042499	CROSS KESHIA MECHELLE	CROSS KRYSTAL MECHAN	73.00
00040727	CROSS SHELLEY KAY		38.67
00045913	CROUCH ERIN MURPHY		103.78
00050926	CST SERVICES LLC		837.88

00030471	CURRIE CURTIS ALEXANDER		23.00
00048981	CUTLER CANDI SADE		61.25
00039032	CUTLER MAURICE COSTELLO		10.71
00046820	CUTLER MAURICE COSTELLO		224.65
00042333	CYPRESS LAWRENCE		281.72
00044510	CYPRESS LAWRENCE		38.34
00052953	DANIEL ROBERT J JR		23.00
00038802	DANNY & LIZ CREATIONS &		11.52
00028043	DANSEY GLYNN HARRELL ESTATE		61.30
00015895	DARDEN DOROTHY FREEMAN		199.12
00038233	DARDEN VALERIE DENISE		23.00
00040257	DARDEN VALERIE DENISE		58.59
00039070	DARDEN WILSON EUGENE		3.06
00040258	DARDEN WILSON EUGENE		38.67
00048839	DARNELL JAMES RUSSELL		256.41
00049608	DARNELL JAMES RUSSELL		52.50
00043948	DAUGHTREY WANDA DANEKE		69.00
00034753	DAVILA MARTHA F ESTATE		936.96
00050179	DAVIS ALISA MICHELLE		8.86
00050180	DAVIS ALISA MICHELLE		101.00
00051519	DAVIS GARY PAUL SR		70.62
00048609	LASHLEY LONELL MCCOY SR		204.00
00051411	LASHLEY LONELL MCCOY SR		142.05
00036743	DAVIS LYNN ROYCE III	DAVIS LYNN ROYCE JR	25.22
00037122	DAVIS WILLIE LOVELTON		14.43
00037081	DAWSON THOMAS RICHARD		31.85
00044312	DAWSON THOMAS RICHARD		236.25
00049904	DEACON JAQUELINE FAY	DEACON THOMAS JOHN	45.00
00028612	DELOATCH CLARENCE EALTON		23.00
00040950	DELOATCH CLARENCE EALTON		30.36
00039812	DELOATCH JAMES THOMAS		69.00
00046434	DELOATCH JAMES THOMAS		537.07
00026652	DENAM JAMES WILLIS		211.36
00042911	DENNY KEVIN OCHAND		209.85

00038386	DENSON CRYSTAL PATRICE		2.65
00041097	DICKENS FLOYD MAURICE		16.50
00041749	DICKENS FLOYD MAURICE		1,080.85
00044225	DICKENS FLOYD MAURICE		521.00
00048181	DICKENS FLOYD MAURICE		78.00
00045723	DICKENS NORMAN LEE		231.40
00045724	DICKENS NORMAN LEE		571.17
00011522	DICKENS PERCY M		78.00
00049502	DICKENS SELENA ANTOINETTE		101.00
00049896	DICKENS SELENA ANTOINETTE		66.63
00042781	DIXON ADONIS SHALON		115.00
00052581	DIXON RENEE LINETTE		98.00
00042358	DOBSON DORREEN KEM		89.56
00048101	DONNA JOSEPH JAMES JR	LEACH KIMBER LYNETTE	21.06
00045768	DORITY-SHANKLIN TRACI SHANNON		92.00
00040369	DORSEY-ADOGA APRIL BROOKE		340.24
00037082	DOUGLAS JAMAR MONTREL		138.00
00048671	DOYLE BRIAN LEE		77.10
00049313	DOZIER BRANDON JAHMAL		250.22
00043080	DREWRY SAMUEL PARKER	DREWRY LUCY JONES	206.72
00044429	DREWRY SAMUEL PARKER	DREWRY LUCY JONES	294.26
00047862	DREWRY SAMUEL PARKER	DREWRY LUCY JONES	56.14
00041414	DREWRY WILLIAM DALLAS		332.78
00028528	DUCK CHARLES ROBERT		31.52
00036001	DUCK CHARLES ROBERT		115.00
00039909	DUCK CHARLES ROBERT		22.52
00015581	DUCK DOROTHY CUTCHINS		27.06
00042342	DUCK TAMARA MONIQUE		73.40
00050480	DUCK TAMARA MONIQUE		122.50
00052869	DUCK TAMARA MONIQUE		38.03
00053005	DUCK TAMARA MONIQUE		30.50
00051263	DUNCAN JEFFREY LEE		66.00
00041987	DUNN ERICA STITH		88.00
00035376	EAGAN DAMIAN A		72.88

00048649	EAGLE AUTO SALES		5.63
00048791	EAGLE AUTO SALES INC	T/A EAGLE AUTO SALES & RENTALS	1.31
00035462	EARQUHART MELISSA DIANE		117.41
00035881	EARQUHART MELISSA DIANE		27.04
00049983	EASON SARAH D	EASON STEVE E	552.43
00040373	EASON TONY CAMILLA		46.00
00041638	EASON TONY CAMILLA		46.00
00045264	EASON TONY CAMILLA		160.62
00052018	EAST END APOSTOLIC FAITH CHURCH	OF GOD	130.47
00036519	EATON KEITH JEROME		69.00
00042649	EATON KEITH JEROME		147.00
00044539	EATON KEITH JEROME		69.00
00051539	EATON KEVON JA'MEISHA		122.87
00052666	EATON MARQI		77.85
00051985	EDMONDS KEITH ANTONIO		58.71
00051138	EDWARDS ELIZABETH VANN		294.77
00033394	EDWARDS GENNIS LEE JR		164.93
00036777	EDWARDS RICKY DESHAUN		155.95
00036893	EFS CREDIT TRUST		3,243.00
00048466	ELAM DIYANTI RASHAAD		267.29
00036080	ELAM JAYANTI JARON		11.90
00038141	ELDER LUTHER JR		72.90
00037746	ELEY SHARON MALINDA		249.28
00044430	ELEY SHEMIKA KATRINA		147.00
00044431	ELEY SHEMIKA KATRINA		147.00
00047269	ELEY STACY RENEE		140.94
00049166	ELEY STACY RENEE		4.99
00052136	ELEY STACY RENEE		127.22
00048873	ELEY VONTRAYA LA'VORIS		157.87
00048171	ELITE HOME HEALTH CARE LLC		14.58
00047473	ELLIOTT GOLDIE BERNICE ESTATE		82.23
00052834	ELLIOTT SENTWALI AKIL		58.62
00050564	ELLIOTT SHAHIN D		60.69
00046671	ELLISON KAI	T/A SIGNATURE GREEK	112.50

00046877	ELLSWORTH LAURA ANN		285.19
00040171	ELMORE KATHERINE ANN		218.79
00040079	ELSAYED MAGED M		15.39
00045375	EMORY CHANTE ZHANE		50.00
00050438	EMORY CHANTE ZHANE		162.87
00048847	ENNIS SHAWN DEMETRIUS		26.25
00042687	ESPINOZA TA DEO ANIBAL		42.84
00045506	ESTEBAN AMBROCIO ERWIN		43.87
00048848	ESTEBAN AMBROCIO ERWIN		28.12
00039001	EURE JOE MCCOY		73.57
00040953	EURE JOE MCCOY		105.06
00051140	EURE JOE MCCOY		149.84
00048686	EVANS ALICIA MAE		317.62
00039341	EVANS BRANDON MARQUI	EVANS JULIS TYRONE	16.73
00043433	EVANS BRANDON MARQUI		14.17
00044915	EVANS BRANDON MARQUI		4.94
00047816	EVANS BRANDON MARQUI		10.53
00048396	EVANS BRANDON MARQUI		23.00
00045336	EVANS JANET MARIE		96.71
00041025	EVANS JULIS TYRONE		507.85
00041798	EVANS JULIS TYRONE		37.60
00017882	EVANS KENNETH LIONEL		23.00
00030318	EVANS RICHARD JAMAR		101.00
00045473	EVANS RICHARD JAMAR		46.00
00051548	EVANS ROLANDA JANIECE		83.69
00042380	EVANS SHAQUILLE RASHARD		128.96
00045157	EVANS SHAQUILLE RASHARD		147.00
00042998	EVANS TREVORIS MONT'E	EVANS JULIS TYRONE	78.00
00015951	EVANS YVONNE	EVANS JULIS TYRONE	32.13
00027665	EVANS YVONNE	EVANS JULIS TYRONE	227.51
00035494	EVANS YVONNE	EVANS JULIS TYRONE	37.09
00052584	EVERETT CEDRIC LAMONT		101.76
00049523	EVERETT JUSTIN LAMAR		281.62
00048262	STEVENS LAKISHA SHANTA		107.20

00048469	STEVENS LAKISHA SHANTA		12.75
00050671	EVERETT MCARTHUR		147.59
00054464	EVERETT STANLEY DEONTE		710.16
00051083	EVERETTE DUSTIN LAMARO	LIVERMAN PEGGY EVERETTE	376.23
00049316	EVERETTE DWAYNE LAMONT		78.01
00051549	EVERETTE DWAYNE LAMONT	EVERETTE BENITA ANNETTE	253.63
00049775	EVERETTE RONNIE JEROME		83.00
00050524	EVERETTE RONNIE JEROME		155.19
00051007	EVERETTE RONNIE JEROME		155.69
00051550	EVERETTE RONNIE JEROME		23.00
00052104	EVERETTE RONNIE JEROME		28.00
00050970	EVERETTE SUAVAE RONDAZ		123.00
00052390	EXCELERATE LLC		870.65
00046276	F HAYNES BYERLY REVOCABLE LIVING	TRUST ESTATE	75.53
00047365	FALCONE ALEXANDER JOHN		78.00
00046277	FALKINS SHAMARA LASHA	HOGGARD ERIC TIMOTHY	129.03
00044536	FALU JENNY	DICKERSON RAYMOND SHAQUANEL	212.60
00031686	FARKASH JOAN BROMBACH		194.37
00050071	FAULCON VERNELL LOUISE		7.29
00050073	FAULCON VERNELL LOUISE		106.69
00048987	FAULK DUWANE MAQUECE		20.06
00033823	FELTON RAYMOND DARNELL SR		23.00
00034416	FENNER CHARKA KANESHA		28.00
00051172	FENNER CHARKA KANESHA		78.00
00051345	FENNER CHARKA KANESHA		45.50
00051346	FENNER CHARKA KANESHA		67.65
00051935	FIELDS ROY CHARLES		87.06
00052518	FIELDS ROY CHARLES		58.57
00045199	FINANCIAL SERVICES VEHICLE		93.51
00039285	FISCHER FINANCIAL RECOVERY	SOLUTIONS C/O KILLIAN FISCHER	26.91
00044692	FISCHER JEREMY GEORGE		26.87
00046278	FLEETWOOD AMANDA MONTRELL		97.04
00034006	FLEETWOOD SHAVON ALVITA		89.44
00045425	FLEETWOOD-BROWN KIMBERLY		22.05

00046825	FLEETWOOD-BROWN KIMBERLY	9.63
00041270	FLESHMAN PETER JOHN	273.80
00047015	FLIPPO RICHARD C	167.00
00047016	FLIPPO RICHARD C	306.37
00038104	FLOOD APREAL RODONA	45.64
00040268	FLOOD APREAL RODONA	85.10
00047604	FLOOD APREAL RODONA	80.22
00050126	FLOOD APREAL RODONA	79.89
00044553	FLOUR POT CAKERY LLC	164.62
00046805	FLOYD SARA LORRAINE	129.19
00046806	FLOYD SARA LORRAINE	181.62
00044368	FLYTHE BRIDGET RENA	55.00
00027013	FLYTHE MELVIN	60.33
00052073	FLYTHE MELVIN	78.00
00029126	FORD ADONIS LETROY	1,158.40
00044139	FORD MONICA CONTRICE	132.34
00044079	FORD UNA DYNEAN BENN	162.37
00043439	FOREMAN SANDRA DENIEN	35.62
00040356	FOREMAN TAMMARA SHAMAINE	44.46
00040357	FOREMAN TAMMARA SHAMAINE	26.22
00032196	FOSTER CHESTER WALLACE	23.00
00050074	FOTOS APRIL	161.24
00042957	FRAILES-LOPEZ JOSE MIGUEL	28.00
00028724	FRANKLIN AUTOMOTIVE LLC	133.89
00030975	FRANKLIN AUTOMOTIVE LLC	110.00
00036054	FRANKLIN AUTOMOTIVE LLC	65.00
00011594	FRANKLIN HOSPITAL CORPORATION	194.34
	DBA SOUTHAMPTON MEMORIAL HOSPITAL	
00027965	FRANKLIN JOYCE VIOLA	78.83
00048766	FRANKLIN JOYCE VIOLA	449.56
00020819	FRANKLIN OUTREACH CHURCH	84.00
00020654	FRANKLIN RENTAL CENTER INC	101.25
00020713	FRANKLIN RENTAL CENTER INC	125.04
00024341	FRANKLIN RENTAL CENTER INC	6.78
00024342	FRANKLIN RENTAL CENTER INC	6.78

00053131	FRANKLIN-HARRELL VENNIA NYNETTE		99.87
00046661	FREEMAN DEWAYNE LEMAM		69.00
00043255	FREY NATHANIEL EUGENE		440.05
00046977	FRIIS GENA FAY		67.00
00046978	FRIIS GENA FAY		6.76
00046980	FRIIS GENA FAY		40.50
00038855	FULLER CAROL ANN		1,118.91
00022572	FULLER WILLIE JR	GORDON CAROLYN	196.52
00047506	FUNCHES ROBERT LYNN		11.28
00049561	FUNCHES ROBERT LYNN		23.00
00043730	FUTRELL TRASHON MONTROY		278.25
00030845	GAIA LEASING LLC		105.81
00045813	GAINES DION GRATTON REUBEN		18.51
00051936	GAINNEY DOMIQUE RUSSELL		121.50
00030468	GAINNEY MARY JONES		121.64
00050726	GAINNEY-BENN GWEN		108.37
00035828	GALLOP RAY CECLEPHUS		9.62
00037036	GARCIA CAITLYN CHRISTINE		344.88
00049317	GARRIS TABATHA FALCONETTO		302.44
00046898	GARVIN SHAN'QUANTA SHAKIRA		92.00
00038684	GATLING-SHAW RANITA RYSHAD		259.04
00048610	GAUTHIER JOHN VINCENT	RUSHING EMILY MARIE	125.25
00053038	GAY ANITRA WHITFIELD		78.00
00055052	GAY ANITRA WHITFIELD		46.00
00032804	GAY MICHAEL NATHANIEL		169.21
00032816	GAY MICHAEL NATHANIEL		57.00
00053557	GAY TINA NICHOLE		96.69
00040871	GAY YVONNE ARLENE		28.57
00032710	GAYLE RUSSELL SAGE JR ESTATE	C/O ROBIN RUDD	3.38
00032890	GAYLE RUSSELL SAGE JR ESTATE	C/O ROBIN RUDD	126.87
00042733	GEARY CHRISTINA MARIE		45.93
00045727	GELCO CORPORATION	C/O HEWLETT-PACKARD CO	885.25
00043323	GENESIS WORLDWIDE SERVICES INC		188.75
00050319	GEORGE WILLIAM MCCROBIE JR		101.00

00050129	GIBBS ALEXANDRA CARTIER		104.22
00051990	GIBBS ALEXANDRA CARTIER		139.50
00048333	GILES MATTHEW	SIMMONS SHENEIKA LEE	246.19
00033037	GILMER STEVEN BOYCE		87.04
00046705	GIORGI SAMANTHA RENEE		161.72
00048651	GIORGI SAMANTHA RENEE		141.00
00049425	GIORGI TIMOTHY EDWARD		9.05
00050130	GIORGI TIMOTHY EDWARD		111.78
00050268	GLENN LAVONDA MICHELLE		156.39
00040441	GLOBAL ESTATES INVESTORS LLC		223.00
00046668	GOLDEN CHINA BUFFET		400.23
00023223	GOODE EARL BILL		138.00
00033638	GOODMAN KENNETH		96.83
00031216	GOODMAN WILLIAM		281.71
00038856	GOODWYN IDA MAY		268.90
00008195	GOODWYN RANDOLPH		8.53
00010278	GOODWYN RANDOLPH		116.76
00023186	GOODWYN RANDOLPH		93.00
00045415	GOODWYN SAMUEL		40.50
00043593	GORDON CHARLES ROSS JR		46.00
00052350	GORDON MARQUISE DERELLE		93.40
00052871	GORDON MARQUISE DERELLE		45.78
00053117	GORE TIMOTHY JEROME		23.00
00027284	GOURDINE ALICE MARIE ESTATE		23.00
00038180	GRAHAM APRIL CAMPBELL		276.38
00051425	GRAHAM DEBRA LUCILLE		292.73
00032218	GRANT BETTY JEAN		60.69
00046707	GRANT BETTY JEAN		78.00
00019029	GRANT YVONNE C ESTATE		14.76
00055297	GRANT JAMES IV	JOYNER ERICA NICOLE	23.00
00051825	GRANT OTIS LEE III		111.75
00038010	GRANT TRACY	T/A GRANT CONSTRUCTION	225.00
00044988	GRANT TRACY MOORE		34.02
00047726	GRANT TRACY MOORE		139.00

00048075	GRAY RANDY WAYNE		94.37
00047130	GRAY SUSAN LORRINE		117.54
00050727	GREENE CHANTEL NICHOLE		78.00
00031249	GREULING ROBERT T II		2.25
00048263	GRIFFIN HENRY BLOW JR		78.00
00049709	GRIFFIN TRAVIS LAMONT		169.24
00044434	GRIFFITHS ERIC LEE		239.84
00046663	GRIFFITHS ERIC LEE		30.24
00052024	GRIFFITHS ERIC LEE		116.72
00046187	GRIMM COLTEN VERNIE J		165.25
00050040	GRIMSHAW TONY VERN		194.50
00050269	GRIMSHAW TONY VERN		139.50
00053040	GUY HOWARD ANTHONY JR		161.44
00038428	GUZMANLOPEZ JANET ROUSHIA		49.74
00051177	HACKETT KYRIE LAMONT		105.84
00038617	HADD ENTERPRISES LLC	T/A DOWNTOWN CLEARANCE CENTER	22.19
00048653	HALL JENNIFER LYNN		128.06
00036834	HAMLETT NAOMI CHARTICE	HAMLETT LARRY LESTER	33.13
00037964	HAMLETT NAOMI CHARTICE		20.30
00051899	HAMPTON LOGAN TYLER		78.00
00030866	HAMRICK ASHLEY NICOLE		774.28
00055056	HANSFORD JUSTIN D		55.00
00049597	HANSFORD N-NAJEE KHALEEQ		81.00
00040375	HARDY LAJUAN LAMONTE		235.26
00041030	HARDY LAJUAN LAMONTE		5.88
00045615	HARDY LAJUAN LAMONTE		124.00
00047654	HARGROVE BRUCE		81.25
00042494	HARGROVE YOLANDA		214.10
00045616	HARGROVE YOLANDA		88.08
00046071	HARGROVE YOLANDA		60.11
00046712	HARGROVE YOLANDA		14.04
00044946	HARMON DEMISHEA MONGER		24.03
00045340	HARMON DEMISHEA MONGER		526.79
00033136	HARMON THOMAS DANIEL		57.55

00043810	HARPER ANNIE JEAN		165.69
00044689	HARPER ANNIE JEAN		46.00
00049806	HARPER ANNIE JEAN		57.08
00044262	HARPER CALVIN DELEWARE		414.95
00049780	HARPER THERESA SHAMON		222.56
00050132	HARRELL-WARREN TAMIKA MICHELLE		972.35
00050881	HARRELL-WARREN TAMIKA MICHELLE		746.81
00039942	HARRINGTON TONY MARUCE		5.56
00041718	HARRIS BRYANT LENARD		118.56
00047445	HARRIS CASEY A	MCKENNA DANIEL P	126.25
00041900	HARRIS DOMINIQUE JAHMIL		6.08
00042137	HARRIS DOMINIQUE JAHMIL		79.98
00041277	HARRIS EPPER WAYNE		231.56
00048287	HARRIS LICHELLA ELLA		61.17
00050632	HARRIS LICHELLA ELLA		216.58
00016437	HARRIS LUKE MANLEY JR		69.00
00037476	HARRIS MELVIN MCCOY		337.50
00053118	HARRIS MELVIN MCCOY		83.00
00053245	HARRIS MELVIN MCCOY		23.00
00036101	HARRIS RYAN WILLIAM		59.67
00037538	HARRIS RYAN WILLIAM		902.20
00053072	HARRISON WILLIAM STANLEY		94.22
00043854	HARVEY WILLIAM MCKINLEY JR		23.00
00023891	HASHMAN JONATHAN CLAYTON	FORBES REBECCA MARIE	21.37
00027723	HAYES LARRY LEE		138.00
00028408	HAYES LARRY LEE		138.00
00032264	HAYES LARRY LEE		138.00
00050783	HAYES-JONES IRIS		95.30
00045956	HAYNES LESHAWN DEMARR		81.25
00035315	HEALTHY LIVING VARIETY STORE		9.20
00053014	HEATH TAMARA DANYEL		90.87
00034101	HENDRICKS DANIEL LEE ESTATE		32.32
00048684	HICKS CHERIE TANN		332.20
00051145	HILL BRITTANY TYSHA		334.27

00041869	HILL KEISHA SHERELL	9.62
00030323	HILL MICHAEL RYDELL	15.77
00042520	HILL ROOSEVELT III	105.79
00049254	HINES KRYSTAL NICOLE	49.46
00050635	HINES KRYSTAL NICOLE	23.00
00051631	HINES KRYSTAL NICOLE	68.08
00051350	HINKLE JOHNNY LYNN	125.61
00032278	HOBBS RITA CASANDRA	71.97
00039986	HOBBS RITA CASANDRA	56.19
00051277	HOBBS RITA CASANDRA	104.20
00044120	HOBBS TIMIA MESHEA	130.87
00053437	HOBBS TIMIA MESHEA	28.00
00050826	HOFFMAN ANTHONY WILLIAM	213.51
00051853	HOFFMAN ANTHONY WILLIAM	68.37
00044083	HOFFMAN HEATHER ANISSA	97.18
00048810	JOYNER LAUREN ASHLEE	334.15
00034478	HOSKIE EDWARD OHARA	181.66
00052918	HOLDEN CITRONA LA'SHAY	78.00
00041207	HOLLAND CONSTANCE ANISSA	349.19
00047321	HOLLAND LOTTIE GENEVA	179.00
00049056	HOLLAND LOTTIE GENEVA	46.00
00049950	HOLLAND LOTTIE GENEVA	108.84
00023526	HOLLAND RENESHA MYLET	91.93
00031322	HOLLAND THOMAS COFIELD	1.77
00036708	HOLLAND THOMAS COFIELD	42.19
00047270	HOLLAND TRACE LP	C/O RELATED AFFORDABLE
00053102	HOLLEY MILTON ANDRI JR	78.00
00032962	HOLLOWAY CURTIS LEE	168.00
00021010	HOLLOWAY JOHN ROOSEVELT	117.02
00027123	HOLLOWAY JOHN ROOSEVELT	81.42
00018826	HOLLOWAY KIMBERLY L	22.23
00032292	HOLLOWAY RUTH EDNA	51.16
00047483	HOLMAN THOMASINA SKIPPER	78.00
00046280	HOPKINS CURTIS LEON	617.14

00045665	HOPKINS MAURICE ELTON		117.27
00041834	HOPPER MICHAEL DOUGLAS		356.67
00047612	HORTON ROBIN LYNN		125.98
00049058	HORTON VANDA RONALD III		69.76
00050077	HORTON VANDA RONALD III		123.56
00050202	HORTON VANDA RONALD III		61.09
00041033	HOSKIE EDWARD OHARA		11.52
00043609	HOSKIE EDWARD OHARA		483.66
00046375	HOSKIE EDWARD OHARA		706.08
00046376	HOSKIE EDWARD OHARA		221.51
00047447	HOSKIE EDWARD OHARA		470.87
00038244	HOUSE ANDRE GARCIA		681.71
00045381	HOUSE JAKITA SHAVAE	EVANS JAMES CALVIN	54.90
00049844	HOWARD LLOYD WILSON JR	HOWARD PAULA MICHELLE	82.09
00052272	HOWELL CARLOS DION		63.76
00044697	HOWELL ELIZABETH ANN COX		147.00
00052919	HUDSON DURAY ANDRELL		92.44
00042298	HUDSON JASMINE RAIZELLE		16.67
00046706	HUGHES ALISSA MEGAN	HUGHES PAUL TIMOTHY	228.12
00005136	HUNT CAPTOLIA D		10.90
00045846	HUNT DAVAR LA'QUIN		203.04
00045313	HUNT FRITZ WARDEL		23.00
00044694	HUNT MAURICE TERRELL		6.00
00046680	HUNTER BRIANNA OLIVIA		51.69
00051902	HUNTER DONTRAY BUCK		71.03
00053249	HUNTER DONTRAY BUCK		23.00
00048471	HUNTER NIQUITA LEE		104.50
00049255	HUNTER NIQUITA LEE		87.63
00051431	HUNTER NIQUITA LEE		362.12
00052080	HUNTER NIQUITA LEE		87.21
00036234	HUNTER SHACHIA DALPHONE SAMYRA		317.93
00036867	HUYNH DOSON		90.06
00052590	IDISI EMILY		156.98
00047528	IDISI FREIDA GALLOWAY		43.87

00052592	IDISI ROSEMARY OMOTEJOWHO		148.32
00035564	INABINET NICOLE M		83.01
00040524	INNER VISION COUNSELING GROUP		122.50
00044144	J & M CONTRACTING		508.47
00045476	J & M CONTRACTING		627.97
00046247	J & M CONTRACTING		1,020.94
00048289	J & M CONTRACTING		209.50
00048369	J & M CONTRACTING		66.20
00044145	JACK BYRON		615.60
00043907	JAMES RUTH		78.00
00039692	JANNEY KENNETH PALMER		23.00
00039693	JANNEY KENNETH PALMER		138.00
00037705	JARRATT MICHAEL LEE		46.00
00040928	JARRATT MICHAEL LEE		389.06
00049654	JAUHARI SABU ABDUL		316.50
00045477	JEFFERS MARK ALAN JR	HANSCOME TRACY DENISE	181.04
00052359	JEFFERSON QUAYSHAUN TILEK		78.00
00052921	JEFFERSON QUAYSHAUN TILER		29.33
00048930	JEFFERSON TAMATHA LORRAINE		113.44
00035039	JEFFRES SELENA MURPHY		51.30
00048992	JENKINS AIREAL CHEYENNE		78.00
00042526	JENKINS ALEXICE SHARMAN		64.04
00042922	JENKINS ALEXICE SHARMAN		69.00
00047958	JENKINS ALVETA DENISE		56.77
00044357	JENKINS CATHERIN LOUISE		55.67
00000220	JENKINS LOIS		138.00
00028437	JENKINS LOIS	JENKINS JAMES	306.04
00050591	JERNIGAN KENNETH WAYNE	KITCHEN JOYCE MARIE	311.25
00047084	JEWETTE DANIELLE ELIZABETH		78.00
00049125	JEWETTE ERNEST III		141.56
00050909	JOHNSON BRANDY LEE		108.69
00050326	JOHNSON DWIGHT HARRIDANAS		55.00
00011250	JOHNSON GEORGE DELEWARE		62.76
00046506	JOHNSON JASMINE SHANE		19.99

00050078	JOHNSON JASMINE SHANE	147.69
00052082	JOHNSON JASMINE SHANE	23.00
00043459	JOHNSON JEFFERY NELSON	55.56
00046442	JOHNSON JEREMY SHANE	78.00
00050831	JOHNSON JESSICA LYNN	124.90
00049528	JOHNSON ROBIN CHARNESE	422.47
00040838	JOHNSON SHEROD L	38.25
00049655	JOHNSON TIFFANY LAPORCHE	175.65
00044287	JOHNSON WALTER HARRELL	92.32
00039896	JOLLEY TINA EIONE MARIE	466.43
00049178	JONES BARBARA JANAY	128.13
00048999	JONES COURTNEY LYNN	101.84
00041036	JONES DERRICK STEVE	37.91
00041907	JONES EDDIE DEAN JR	1,229.37
00041908	JONES EDDIE DEAN JR	15.19
00041909	JONES JOHN THOMAS JR	4.89
00041910	JONES JOHN THOMAS JR	342.87
00049061	JONES LESLIE RAY	158.91
00051827	JONES NACHELL SIMONE	91.28
00045271	JONES ROY LEE	69.00
00045857	JONES ROY LEE ESTATE	5.06
00050859	JONES SETH D	158.56
00052636	JONES SETH D	28.00
00047772	JONES TERRENCE DARNELL	28.26
00045795	JONES VIRGINIA CARPENTER	178.17
00049506	JONES VIRGINIA CARPENTER	100.94
00042940	JORDAN LEE ANTHONY	22.50
00048574	JORDAN LEE ANTHONY	116.74
00048113	JORDAN PERNELL KEON	176.44
00051601	JOYNER KATHERINE REID	65.75
00049736	JOYNER STEPHEN WESLEY	496.89
00028778	JOYNER WALTER PRESSON	55.00
00038005	JUSTICE SAMUEL AURELIUS	158.44
00050799	JUSTICE SAMUEL AURELIUS	36.37

00052637	JUSTICE SAMUEL AURELIUS		23.00
00034921	JW&K ENTERPRISES		804.60
00038113	JW&K ENTERPRISES		39.38
00042183	KEMP JENNIFER RUTH		77.47
00045164	KEMP JENNIFER RUTH	KEMP FRANCIS DALE	186.63
00037912	KEW SARAH MAE		161.88
00039595	KEYS JONATHAN ANDREW		40.00
00048239	KHALIFAH HALIF KHALIF	KHALIFAH NADIRAH UHURU	107.25
00022766	KHAN BASIR SHADI JR		243.38
00053254	KIGLER KIEANNA ASHIA		78.00
00050887	KINDRED JOSEPH LINWOOD		122.61
00048189	KING TYMELE QUANJAE		119.34
00048858	KING TYMELE QUANJAE		28.00
00033041	KINLEY KENNETH RAY		260.65
00026250	KISTNER ROSEMARIE MICHELLE		1,411.20
00039004	KNIGHT ROBERT MCCOY	KNIGHT BETTY MILTEER	29.67
00039858	LANE CHRISTOPHER RUSSELL		206.55
00049181	LANE DIONJA UNIQUE		77.12
00052084	LANE WILLIAM CURTIS		16.78
00052085	LANE WILLIAM CURTIS		41.05
00053019	LANKFORD ASHLEY SHANTE		69.08
00035791	LANKFORD CURTIS MONTRAIL		120.38
00043380	LANKFORD CURTIS MONTRAIL		34.22
00044797	LANKFORD CURTIS MONTRAIL		192.00
00049956	LANKFORD SHERESE KIARA		23.44
00039989	LANKFORD SHIRLEY LOUISE		1.75
00051664	LASHLEY CHRISTINE MARIE		121.87
00033370	LASSITER ANITA FAYE		115.00
00046197	LASSITER GLORIA DEAN		125.50
00052705	LASSITER GLORIA DEAN		63.32
00045138	LAUDONIO BENJIMIN JOHN		297.60
00037283	LAWRENCE MARVIN MCCOY		507.94
00031700	LAWRENCE MOLLIE LEE		11.90
00056477	LAWRENCE SYLVIA ANNETTE		129.72

00053218	LAWSON CIARA SHANTAE		124.12
00050636	LAWSON TRAYSHON DAVELLE		101.00
00051275	LAWTON THOMAS EUGENE II		106.87
00051276	LAWTON THOMAS EUGENE II		349.18
00051089	LEAK GWENDOLYN WITHERSPOON		78.00
00051596	LEAK GWENDOLYN WITHERSPOON		23.00
00042613	LEE ASHLEY L JR		272.62
00043771	LEE BEATRICE HOLLEY		34.88
00051665	LEE LIZZIE LUCILLE		201.75
00049619	LEGGETT COURTNIQUE N		281.67
00049620	LEONARD RICHARD DARRIN		290.83
00048337	LETOURNEAU JOHN THOMAS	LETOURNEAU MELISSA SUE	23.00
00030998	LEUCHNER CHRISTINE M		264.05
00024111	LEUCHNER ERIC WILLIAM	LEUCHNER CHRISTINE M	138.00
00030709	LEUCHNER ERIC WILLIAM		380.50
00031251	LEUCHNER ERIC WILLIAM		67.50
00046692	LEWIS ALEXIS KASHAUN		83.00
00051448	LEWIS ALEXIS KASHAUN		28.00
00051597	LEWIS ALEXIS KASHAUN		28.00
00039699	LEWIS DEMETRIA ANN		320.71
00036713	LILLEY BRANDON EDWARD		186.00
00044018	LILLEY BRANDON EDWARD		142.75
00039860	LINTON PAXTON KIRBY		111.31
00046697	LITTLE JESSICA MICHELLE		326.00
00049818	LITTLE OCTAVIUS M		11.80
00047964	LITTLE RODNEY DASHONN		63.00
00049331	LITTLE RODNEY DASHONN		328.94
00051598	LITTLE RODNEY DASHONN		181.43
00051715	LITTLE RODNEY DASHONN		67.09
00049455	LIVINGSTON QUENTIN	T/A HERTIAGE SOLUTIONS	112.50
00046446	LLOYD ROBERT DURWOOD		107.10
00041781	LOFAY STEVEN MICHAEL		118.59
00051285	LONG QUANTRELL MONTE		137.30
00050329	LONG STEPHANIE ANNE		23.00

00033317	LONG TERRENCE ALPHONSA		138.00
00052528	LOWE MICHAEL DANARD		171.71
00050834	LOWE QUENTIN MALIK		221.46
00050186	LOWE TYSHAUN ELIJAH		183.31
00021649	LUDWICK JOHN ARTHUR		51.58
00033985	LUGO-GONZALEZ KELLY MARIE		32.92
00035600	LUGO-GONZALEZ KELLY MARIE		33.34
00032147	LUSTER PRENELL SR		83.12
00035355	LYNCH JOSEPH MCDONALD JR		193.00
00038018	LYNCH JOSEPH MCDONALD JR		138.00
00049927	M P HOLDINGS INC	T/A EXPRESS DELI	57.38
00048240	M&M HAULING		131.25
00052453	MABRY JAMESINA MICHELLE		100.03
00045389	MACHADO ARANDA INGRID MHARYORI		418.85
00047731	MACK ITURY COOPER		297.19
00037318	SEABORN ANTWAN JERMAINE		129.65
00039597	SEABORN ANTWAN JERMAINE		138.00
00022230	MACKLIN JOSEPH LEE		101.00
00040189	MADISON TABATH RENEE		98.89
00049129	MAHONE MARY ELLEN		1.97
00017913	MAJETTE BEATRICE JONES		394.36
00003907	MAJETTE FRANKLIN DELANO		135.00
00016519	MAJETTE FRANKLIN DELANO	MAJETTE LORAIN THOMAS	49.16
00027573	MAJETTE SIR WALTER		193.71
00041211	MALLORY DEREK CURTIS JR		179.38
00047244	MALLORY DEREK CURTIS JR		180.49
00044800	MALONE DONTE LAMONT		78.00
00047078	MALONE LARRY GENE	MALONE LYNDA POPE	97.18
00050234	MANLEY LатарSHA LYNETTE		105.56
00050944	MANLEY TREMAINE LAMONT		83.00
00052774	MANLEY TREMAINE LAMONT		33.08
00031478	MARSH RONALD LOREN		212.15
00038518	MARTEL BRIAN PETER		720.12
00038966	MARTEL BRIAN PETER		339.80

00046909	MARTENY-SENTERS JESSICA LYNN		46.26
00044760	MARTIN LLOYD KEITH JR		554.38
00053391	MARTIN LLOYD KEITH JR		83.00
00022631	MASON ANDREA LONDELL		30.35
00044039	MASON ANNETTE WILLIAMS		45.21
00023350	MASON HOWARD EARL		138.00
00047623	MATIN RUGAYYAH SAKINAH		78.00
00043047	MATTHEWS ALIKA YEVETT		65.37
00043297	MATTHEWS ALIKA YEVETT		608.50
00044592	MATTHEWS LAVAR DEVAN		384.84
00044593	MATTHEWS LAVAR DEVAN		226.12
00044594	MATTHEWS LAVAR DEVAN		1,158.39
00045094	MATTHEWS LAVAR DEVAN	MURPHY LAMONT DEMETRIE	25.51
00047572	MATTHEWS LAVAR DEVAN		56.00
00048373	MATTHEWS LAVAR DEVAN		2,094.67
00049185	MATTHEWS LAVAR DEVAN		879.52
00050413	MATTHEWS LAVAR DEVAN		122.39
00050048	MATTHEWS NELLIE MAE		101.00
00050863	MCCASLIN JANELL MARYRUTH		269.06
00044020	MCKINLEY TONI DENISE		198.37
00047624	MCKINLEY TONI DENISE		70.25
00025162	MCKINNEY JAMES STEPHEN JR		385.57
00033888	MCKINNEY JAMES STEPHEN JR	MCKINNEY NATALIE CRANE	763.50
00039558	MCNEAR LATISHA RENEE		78.00
00040103	MCNEAR LATISHA RENEE		46.00
00045899	MCNEAR LATISHA RENEE		133.25
00053560	MCNEIL CHRISTOPHER XAVER		85.64
00038024	MCNEIL KIMBERLY DARDEN		2.35
00038648	MCNEIL KIMBERLY DARDEN		78.68
00040332	MCNEIL KIMBERLY DARDEN		82.55
00030137	MEADES SONYA BLUNT		319.50
00050803	MEHTA VRAJESHKUMAR KANAIYALAL		119.54
00052364	MELHI MOHAMMED ABDULGHAN		170.65
00041602	MENZIES INGRID		317.68

00054065	MERCED GARBAGE CLEANOUT INC		50.50
00048439	MEYERS CHRISTINA ALEXIS		23.00
00050892	MEYERS CHRISTINA ALEXIS		146.06
00009668	MIGGINS DORIS OPHILIA		69.00
00034372	MIGGINS KENNETH WAYNE		45.61
00048408	MIGGINS KENNETH WAYNE		343.99
00052033	MILES CINCHONA ELYSE		103.68
00027090	MILES LENNIE PASQUALE		61.00
00036756	MILES LENNIE PASQUALE		23.00
00014516	MILIAN HENRY LEE		13.52
00048194	MILIAN ISAIAH O'NEAL		55.00
00049009	MILIAN ISAIAH O'NEAL	LEWIS SHENNA MARIE	55.00
00052706	MILIAN ISAIAH O'NEAL	LEWIS SHENNA MARIE	30.59
00035599	MILIAN JERELL LAMONT		195.75
00046044	MILLER LORI ANN		126.94
00000636	MILLS IDA MAE		14.10
00040030	MINEHART NATASHA LEE		9.97
00028391	MINNS GEORGE WINFIELD		228.82
00033507	MINNS GEORGE WINFIELD		514.65
00034247	MINNS GEORGE WINFIELD		138.00
00049913	MINOR RAYSHEL MARIE		157.93
00040105	MITCHELL COREY LARNELL		23.00
00045452	MITCHELL COREY LARNELL	JONES ELGINARD EDDIE	87.28
00042309	MITCHELL ERIK JAMES		47.29
00044513	MITCHELL ERIK JAMES		112.00
00048556	MITCHELL JOSEPH		80.45
00030343	MITCHELL LAKEETA LENETTE		213.51
00034248	MITCHELL LAKEETA LENETTE		13.59
00050274	MITCHELL LAKEETA LENETTE		111.50
00044635	MITCHELL MELKWANE REMONY		61.50
00052707	MITCHELL MELKWANE REMONY		88.12
00047533	MJS ENTERPRISE TRUCKING LLC		370.80
00048241	MJS ENTERPRISE TRUCKING LLC		1,266.63
00051670	MJS ENTERPRISE TRUCKING LLC		280.00

00045453	MJS ENTERPRISES INC		124.05
00026802	MOBLEY JONATHAN CLARK		875.54
00029885	MOBLEY JONATHAN CLARK		138.00
00039913	MODERN OIL CORPORATION		533.84
00026971	MONTAGUE DONALD LEMONT		138.00
00036582	MONTAGUE DONALD LEMONT		189.97
00048409	MOODY TROY DESHON		33.00
00013117	MOORE BETTY MCCORMACK		6.31
00046667	MOORE DESIGNS & EMBROIDERY		32.50
00049624	MOORE KENNETH HANDY		63.53
00037570	MOORE LEROY JR	T/A SEVEN LEGENDS MUSIC GROUP	22.20
00031409	MORAN JACKIE RAY II		138.00
00052180	MORGAN DAJA CHANTEL		303.00
00044995	MORGAN HALEY DAWN		55.00
00050526	MORGAN LELAND DION		20.07
00042811	MORSE RYAN DANIEL		382.52
00052571	MORSE RYAN DANIEL		77.65
00046133	MORTON SONJI CORDEL		82.38
00051777	MORTON SONJI CORDEL		128.47
00051600	MOSER PHILIP BELL III		69.62
00050528	MOSES MARGARET CAROLYN		133.06
00038616	MUHAMMAD FAMILY FARM OF VA LLC		2.70
00049334	MULHI ABDULGHANI AHMED	MELHI MOHAMMED ABDULGHAN	71.07
00043175	MURPHY CECILEY DE'VON	C/O DONNA BOYKINS	53.88
00044873	MURPHY CECILEY DE'VON	C/O DONNA BOYKINS	23.00
00053021	MURPHY GWENDOLYN ANN		113.00
00010562	MURPHY JOHN THOMAS JR		83.00
00014502	MURPHY JOHN THOMAS JR		16.65
00050491	MURPHY JOSHUA J		158.94
00036716	MURPHY LAYFETTE		138.00
00028783	MURPHY PHILLIP		115.00
00029853	MURPHY PHILLIP		210.52
00024418	MURPHY PHILLIP JEROME		138.00
00044877	MURPHY PHILLIP JEROME		115.00

00044952	MURPHY SHEQUITA NICOLE		240.84
00023138	MURPHY TERRENCE MAURICE		28.15
00048080	MYERS THOMAS E		83.00
00050529	MYERS THOMAS E		48.37
00033662	MYRICK SHELIA POPE		62.91
00027584	NANSEMOND SUFFOLK ORAL CARE 2		465.44
00047658	NEWBY CLIFTON JARVEL		163.42
00035276	NEWBY CLIFTON JR	NEWBY TIFFANY LENEA	11.26
00042353	NEWBY TIFFANY LENEA		65.42
00042750	NEWBY TIFFANY LENEA	NEWBY CLIFTON JR	115.90
00037529	NEWPORT VILLAGE LP	C/O T M ASSOCIATES MGMT INC	159.57
00031764	NEWSOME GEORGIA SPRUELL		23.00
00025349	NEWSOME JAMES ANDREW SR		20.67
00043013	NEWSOME JAMES ANDREW SR		12.01
00032783	NEWSOME MELVIN LEE JR		23.00
00038697	NEWSOME MELVIN LEE JR		23.00
00050759	NEWSOME MELVIN LEE JR		28.13
00046802	NI XIAOLING	JIANG XIAN	879.62
00042108	NI ZHOU QI		270.94
00048243	NI ZHOU QI		512.97
00039959	NIBLACK MICAH L		336.94
00040285	NICHOLS TAWANDA TENELLE		6.19
00050188	NICHOLS TAWANDA TENELLE		314.75
00050690	NIEVES JOSEPH M		286.45
00042121	NTEGRITY TAX SERVICES LLC		38.80
00025668	OLIVER JOHN PHILLIP		594.42
00038785	OLIVER JOHN PHILLIP		850.50
00039120	OLIVER JOHN PHILLIP	OLIVER KAREN ELIZABETH	185.86
00039361	OLIVER JOHN PHILLIP	OLIVER KAREN ELIZABETH	624.59
00039255	OLIVER JOHN PHILLIP II		69.57
00039783	OLIVER MICHAEL-JOHN THOMAS		64.41
00052643	OPHELIA BREON'TAE DEVON		67.49
00023282	ORTIZ-WOODS REBECCA LEE		242.13
00026806	ORTON LILLIAN SAUNDERS		23.00

00052366	ORTON MALCOLM MARTIN		74.19
00048817	OU ZHENXING		528.94
00043091	OUTLAW JERRY LEE		46.00
00046027	OVERTON THURMAN LEE		22.36
00047040	OWENS HOWARD		23.00
00048009	OWENS HOWARD		83.00
00043014	OWENS KENNETH BERNARD		170.00
00045141	PABLO MAURICIO PABLO		13.89
00039784	PADGETT CHRISTOPHER DALE		94.33
00046971	PADGETT SHAWN LEE		127.23
00051016	PADGETT SHAWN LEE		331.06
00049575	PADILLA MERCADO JESUS ANGEL		283.31
00050865	PADILLA MERCADO JESUS ANGEL		104.04
00050990	PALLONE ROBERT SAMUEL		144.96
00033877	PALMER JASON ROBERT		10.31
00033966	PALMER JASON ROBERT ESTATE		3,527.27
00045455	PANDIT SHRIKETAN DUSHYANTBHAI		446.78
00030496	PARKER BRIANNA NICOLE		204.66
00040508	PARKER CAROLYN PERRY		4.20
00031009	PARKER GLENDA GAIL		95.45
00043519	PARKER PATRICK EUGENE SR		117.42
00009905	PARKER ROBERT F JR		6.61
00030541	PARKER ROBERT F JR		341.56
00044587	PARKER VERONICA SHEREE		106.69
00030116	PARSONS DALE JULIAN	C/O DOUGLAS PARSONS EXEC OF ESTATE	42.61
00040672	PASTERCZYK ROBIN LYNN		231.66
00049386	PATILLO RASHANIER ASHUNTA		111.00
00051835	PATTY DARREN ELIJAH		281.25
00018081	PAYNE BENJAMIN JEROME		233.70
00050296	PAYNE FURNISHINGS	CHRISTOPHER BAGLEY	14.22
00047088	PEARSON-SAWYER LISA DIONNE		60.57
00017852	PEEBLES LIZZIE MAE		23.00
00040362	PERKERSON REGINETTE TIFFANY		13.80
00042355	PERKINSON LAVONTE DONTTELL		78.00

00037923	PERREE TRISTAN MICHAELS		24.56
00051671	PERRISH LA-SHONDA NICOLE		128.13
00044956	PERRY CHRISTINE POWELL		23.00
00045456	PERRY CHRISTINE POWELL	PERRY MATTHEW	304.56
00023917	PERRY MATTHEW JR		92.00
00047849	PERRY MAURICE LAMONT		172.11
00037252	PERRY RICHARD EARL		2,227.50
00038702	PERRY RICHARD EARL		73.25
00039646	PERRY RICHARD EARL		23.62
00040113	PERRY RICHARD EARL		169.57
00042467	PERRY RICHARD EARL		64.81
00044123	PERRY RICHARD EARL		877.50
00045098	PERRY RICHARD EARL		638.19
00042189	PERSON BEATRICE DENNISE		23.00
00051455	PERSON BEATRICE DENNISE		78.00
00048034	PERSON CALVIN IVYE		110.06
00053708	PERSON JURAD DAMON		55.00
00049387	PERSON QUEENAIASIA MILDREANN		199.90
00043461	PERSON REGGIA ALZO		2.25
00050804	PERSON REGGIA ALZO		176.37
00053449	PERSON REGGIA ALZO		69.00
00053450	PERSON REGGIA ALZO		46.00
00042946	PERSONAL INTEGRITY LLC		28.09
00048943	PESONEN DENISE ANNE		531.14
00048479	PHELPS DIANNE W	PHELPS PAUL ANDREW	202.31
00038808	PICOT JAMES	T/A PICOT CONSTRUCTION	10.00
00051047	PICOT JAMES JUNIOUS		116.81
00042568	PICOT PALAMER BOONE		46.00
00038255	PICOT SHONDALYN JVONNE		64.45
00045824	PICOT SHONDALYN JVONNE		28.00
00051675	PICOT SHONDALYN JVONNE		156.12
00043790	PICOT-WILLIAMS CHARLENE	T/A CHARLENE'S PRINTING	26.88
00048198	PIERCE ROBERT ALAN		409.57
00051120	PIERCE ROBERT ALAN		23.00

00032640	PINKNEY DAVID JR		138.00
00033756	PITTMAN ALETHA WANDA		135.30
00051948	PITTMAN-RUFFIN SHAVON SHAKENA		171.25
00044190	PITTS DONALD RAY	PITTS ROMONA HOPE	368.60
00006141	PLAYTOE LLC		3,386.21
00031830	POLK FRANCES JEAN		138.00
00038497	POLLARD THELMA ELIZABETH		94.82
00053260	POPE CURTIS LEE		87.51
00048662	POPE DORIS LEE		41.09
00049915	POPE DORIS LEE		16.40
00051905	POPE DORIS LEE		3.71
00036098	POPE GREGORY LEON JR		60.26
00039523	POPE GREGORY LEON JR	POPE HYESHA SHEONA WARREN	81.19
00043629	POPE GREGORY LEON JR		346.25
00044608	POPE GREGORY LEON JR	POPE HYESHA SHEONA WARREN	23.71
00051523	POPE GREGORY LEON JR		82.57
00051232	POPE JONATHAN LLOYD	POPE DAVID ALLEN	9.43
00041496	POPE KYERA SHONIECE		207.94
00052932	POPE STEPHANIE BLONDALE		78.00
00043821	POPE TYREL LETRON		70.22
00046477	PORTER DELVIA DETRA		9.58
00046478	PORTER DELVIA DETRA		16.85
00046513	PORTER DELVIA DETRA		9.00
00046740	PORTER DELVIA DETRA		4.95
00051805	PORTER DELVIA DETRA		71.87
00053261	PORTER DELVIA DETRA		28.00
00043690	PORTER GAY MAXINE		186.00
00047284	PORTER HOWARD DISHAN		8.06
00051963	PORTER KALAN SHAMAR		68.69
00010034	PORTER MANUEL		69.00
00018061	PORTER MANUEL		69.00
00031210	PORTER MANUEL		69.00
00044588	PORTER PERCELL JR		90.56
00048866	PORTER PERCELL JR		139.00

00049326	PORTER PERCELL JR	69.20
00040291	POWELL CHRISTOPHER RAYSHAWN	52.21
00051366	POWELL EDDIE DEAN	119.25
00051552	POWELL EDDIE DEAN	23.00
00045154	POWELL JOEY DASHAWN	10.97
00046741	POWELL JOEY DASHAWN	68.45
00048014	POWELL JOEY DASHAWN	23.00
00052319	POWELL JOEY DASHAWN	60.25
00052461	POWELL JOEY DASHAWN	48.55
00052778	POWELL JOEY DASHAWN	31.44
00052934	POWELL JOEY DASHAWN	36.83
00052992	POWELL JOEY DASHAWN	54.83
00052993	POWELL JOEY DASHAWN	25.01
00052091	POWELL KATHERINE	160.12
00047659	POWELL LATOYA RENEE	199.71
00033604	POWELL PAUL PATTERSON	138.20
00052320	POWELL PHILIP TRAVARIS	330.50
00052645	POWELL RYAN DENEIL	97.12
00046976	POWELL SHEVA LOWE	219.62
00049266	POWELL SHEVA LOWE	233.85
00048900	POWELL STEVEN DWAYNE	21.94
00051837	POWELL STEVEN DWAYNE	153.62
00043994	POWELL TRAVIS DWAYNE	452.29
00046535	POWELL TRAVIS DWAYNE	101.00
00052779	POWELL VIOLA PERSON	86.86
00047890	PRECISION PRESSURE WASHING	19.27
00049757	RADFORD LOIS M	62.27
00023053	RAGER CECIL WILLIAM JR	38.04
00036257	RAGLAND MILDRED LOUISE	138.00
00041966	RAMSEY ANGELA NICHOLE	505.39
00043017	RAMSY DANA CAROL	82.22
00037512	RANDS BARBARA JEANETTE	124.52
00043691	RANKIN JOHN HENRY	55.00
00045161	RANKIN JOHN HENRY	23.00

AND LAWN CARE LLC

00049401	RANKIN JOHN HENRY		51.75
00051233	RANKIN JOHN HENRY		301.27
00047508	RATTA ROBERT LEWIS		230.47
00050739	RAWLINGS-WARREN ROXIE LEE	WARREN PRIVATE LEE JR	212.44
00039258	RAY'S AUTO SALES AND RENTAL		9.00
00039399	RAY'S AUTO SALES AND RENTAL		152.50
00051865	REDMOND ALLEN EUSIAH	DIXON BRYSON PARISH	136.35
00051634	REED ANTOINE LEON		68.54
00036181	REESE THOMAS LAMONT		359.14
00042897	REID CAITLIN ANN		45.73
00029102	REID KIMINEY LASHAWN		46.00
00055920	REID TIMOTHY EMMANUEL		46.00
00030196	REYES BARAONA LUIS ALFONSO		344.54
00004929	RICHARDSON ISSAC		270.00
00041690	RICHARDSON JAMES		119.00
00042145	RICHARDSON JAMES		147.25
00021767	RICHARDSON LUIS ALFRED		324.44
00047578	RICHARDSON RONALD KEYUNTAE		116.62
00049676	RICHARDSON RONALD KEYUNTAE		135.15
00050417	RICHARDSON RONALD KEYUNTAE		5.49
00052405	RICHARDSON RONALD KEYUNTAE		95.72
00048124	RICHMOND BERNELL WILLIAM		124.00
00041454	RICKMOND LISA JOY		78.00
00045350	RICKMOND LISA JOY		23.00
00046333	RICKMOND LISA JOY		124.56
00049267	RICKMOND LISA JOY		130.44
00040970	RICKS AUDREY MARIE		230.85
00038750	RICKS DENNIS KEITH		59.11
00052994	RICKS DORA ANN		69.82
00036333	RICKS HARVIE LEO		105.39
00048201	RICKS LATOYA NIKKITA		193.25
00037023	RICKS MONISHA SHERAIN		97.71
00046079	RICKS RENEE MICHELLE		147.00
00046080	RICKS RENEE MICHELLE		23.00

00025223	RICKS RODRICK KIM		299.52
00028588	RICKS RODRICK KIM		138.00
00032753	RICKS RODRICK KIM		168.00
00032755	RICKS RODRICK KIM		69.00
00052369	RICKS RODRICK KIM		55.00
00047182	RICKS SHAKEYTA LATOYA	DUNN BRADLEY LAURON	11.89
00049340	RICKS SHAKEYTA LATOYA		193.67
00049678	RICKS SHAKEYTA LATOYA		101.00
00050338	RICKS SHAKEYTA LATOYA		90.74
00038406	RICKS WINSTON MICHAEL		182.11
00041949	RICKS WINSTON MICHAEL		24.87
00050340	RICKS-IVEY J'KHYA NIJA		178.23
00052647	RICKS-IVEY J'KHYA NIJA		10.40
00051459	RIDDICK ANNIE BARNES		98.16
00027580	RIDDICK GLADYS LEE		46.00
00047698	RIDDICK JAMES CALVIN		98.20
00001831	RIDDICK THELMA LAWRENCE		49.50
00036589	RIDDLE DEANA LEE		824.31
00033389	RIDLEY ERNESTINE PETERKIN		55.00
00053083	RIDLEY ERNESTINE PETERKIN		28.00
00040037	RILEY DERRICK L		233.59
00043824	RILEY DERRICK LAMAR		146.85
00043226	ROBERSON MARIA KAYLENE		60.39
00043227	ROBERSON MARIA KAYLENE		37.65
00043228	ROBERSON MARIA KAYLENE		52.20
00043229	ROBERSON MARIA KAYLENE		6.69
00044021	ROBERSON MARIA KAYLENE		80.16
00046913	ROBERSON MARIA KAYLENE		58.15
00042403	ROBERTS ALISON KAY		61.09
00010604	ROBERTS SELICIA BERNITA		134.99
00040296	ROBERTSON LISA RENEE		20.40
00052965	ROBINSON EARL LEE		83.00
00054493	ROBINSON GEORGE MATTHEW III		23.00
00045901	ROBINSON LORNA LOUISE		23.00

00052323	ROBINSON LORNA LOUISE		121.91
00050607	ROBLES MACARIO C		121.97
00048245	ROGERS AMBER CLARICE		696.68
00009019	ROGERS KENNETH RAY		22.32
00009020	ROGERS KENNETH RAY		315.76
00009021	ROGERS KENNETH RAY		23.00
00045284	ROGERS KENNETH RAY		80.37
00042651	ROGERS SHERRY JOYNER	ROGERS AMBER CLARICE	141.42
00029536	ROLLING HILLS BICYCLE SHOP	ROLLING HILLS BICYCLE SHOP	7.56
00045855	ROOKS ANGEL		5.15
00050868	ROOKS ANGEL		273.83
00050065	ROOKS KEVIN MEGAL		55.00
00051714	ROOKS KEVIN MEGAL		375.97
00053756	ROOKS WALLY CLARENCE		252.14
00051910	ROSA NELSON OMAR JR		114.75
00039714	ROSE LATOYA MONIQUE		27.25
00042191	ROUSE KOURTNEY MARIE		100.05
00039197	ROUSON DONNA KAY		209.78
00039649	ROWE JOHN ALAN		78.00
00024248	ROWE NORMA PAGE		5.66
00054494	RUEDA-CARRANZA BEATRIZ		181.79
00044645	RUFF MARK ALFRED		35.63
00044646	RUFFIN BRANIGAN MAXINE	RUFFIN DAJUAN LAMAR	31.25
00046770	RUFFIN BRANIGAN MAXINE		125.30
00045242	RUFFIN VERNICIA LYNETTE		18.32
00049407	RUNNER KENDRA DANIELLE		102.19
00034377	RUSTEMOGLU SERDAR	ARKLAN JENNIFER ANN	33.13
00031443	RUVIO EMANUEL ANTHONY		272.11
00043054	SAFFELL MATTHEW AARON		73.40
00050496	SALMON ZACKERY SCOTT		356.46
00032757	SARKA JUSTIN EDWARD		11.26
00033515	SAUNDERS JOHN PAUL	SAUNDERS FREDIA MARIE	65.19
00049920	SAUNDERS JOHN PAUL		232.54
00047097	SAUNDERS JOHN PAUL JR		78.00

00047929	SAUNDERS JOHN PAUL JR		23.00
00050156	SAUNDERS JOHN PAUL JR		23.00
00032173	SAUNDERS ROSALYN ANN		97.07
00046244	SAUNDERS STEPHANIE	T/A STEPHANIE'S BOUTIQUE	56.12
00040205	SAVAGE CLAUDIA MAXINE		75.01
00041768	SAYAS ANTHONY JAMES JR		138.00
00043876	SCHARIN ANDREW GREGG JR		369.19
00050006	SCHFFE TRISHA G		471.95
00037418	SCHILLING KARRIE LYNN		51.84
00035389	SCOTT CARL LEE		92.00
00036300	SCOTT CARL LEE		92.00
00045031	SCOTT CLAY ROBERT		168.75
00046188	SCOTT CLAY ROBERT	SCOTT CATHERINE AMANDA	67.58
00044892	SCOTT CLEO		103.31
00030348	SCOTT EBONY MONIQUE		385.64
00048488	SCOTT JALEESA MICHELLE		78.43
00046081	SCOTT JERRY WAYNE		55.00
00045748	SCOTT JOANNE BRITT		78.00
00046082	SCOTT JOANNE BRITT		61.81
00045032	SCOTT JOHNNY LORENZO		168.27
00051606	SCOTT JOHNNY LORENZO		68.69
00052536	SCOTT JOHNNY LORENZO		77.75
00036762	SCOTT LATASHIA		46.00
00044599	SCOTT LATASHIA		191.56
00045902	SCOTT LATASHIA		45.35
00033339	SCOTT MARQUITA SHIVON		98.48
00044160	SCOTT MARQUITA SHIVON		192.31
00050421	SCOTT PATRICIA ANN		192.69
00050840	SCOTT SHAMARI BRENELLE		78.00
00017008	SCOTT SHARIKA SHANTE ESTATE		84.18
00024179	SCOTT SHARIKA SHANTE ESTATE		63.95
00039650	SCOTT TERRY DWAIN		241.70
00046915	SCOTT TERRY DWAIN		69.00
00047183	SCOTT TERRY DWAIN		187.95

00053086	SCOTT TERRY DWAIN		26.14
00049197	SCOTT VICTOR LAMONT		243.77
00052466	SEABORN AARON LYNN		78.00
00035050	SEABORN ANTHONY EUGENE		51.80
00050907	SEABORN KENDRA LASHA		215.62
00015857	SEABORN RAY ANTHONY		23.00
00041536	SEABORN RAY ANTHONY		159.94
00052995	SEARS ALVIN EDWARD JR		139.65
00038527	SEARS BELINDA		101.32
00051560	SESSOMS RICHARD L		177.00
00035647	SETTIMO LUCIA HAYDEE		24.44
00039198	SEXTON KAINEN JEREMEIGH		72.96
00039492	SHARMA SACHIN		134.07
00052885	SHARPE JAMES SIDNEY		141.00
00046772	SHARPE SHIFFON JEANETTE	SYKES DEON DOMINICK	215.64
00051241	SHARPE SHIFFON JEANETTE		65.12
00051679	SHARPE SHIFFON JEANETTE		8.00
00053661	SHARPE SHIFFON JEANETTE	SYKES DEON DOMINICK	46.94
00019313	SHAVER CAROL DIANE		46.73
00022599	SHEA ROBERT EDGAR	SHEA ROSE MARIE ESTATE	233.35
00048381	SHEARIN DONZELL DESHAUD		359.81
00027641	SHEEHY JOHN G		152.31
00041300	SHEEHY JOHN G		138.47
00038318	SHELLEY IRIS YOLANDA		46.00
00038359	SHELLEY IRIS YOLANDA		970.99
00055072	SHORT DANIEL ANDREW JR		120.75
00051562	SIMMONS DE'MONTAZ LATRAYE		168.47
00038012	SIMPLY DISTRIBUTING INC		62.22
00047891	SIMPLY HOME DESIGN AND EMBROIDERY		44.29
00030689	SIMS WILLIAM PARMENTER JR		640.93
00040156	SINGH JOHN CHANKA JR	RAMNARINE DENYSE	704.26
00040157	SINGH JOHN CHANKA JR		10.26
00041565	SINGH JOHN CHANKA JR		179.50
00042085	SINGH JOHN CHANKA JR		195.28

00042194	SINGH JOHN CHANKA JR		120.86
00052117	SIREECH HAILEY CECE		94.87
00042762	SMALLWOOD MARCELLUS ANTWON		229.81
00048203	SMALLWOOD MARCELLUS ANTWON		318.60
00050952	SMITH AMY CHRISTINE		28.00
00049680	SMITH BRANDON TERRELL		224.69
00037353	SMITH CALVIN LEE		78.00
00037354	SMITH CALVIN LEE		23.00
00041328	SMITH CALVIN LEE		2.25
00042111	SMITH CALVIN LEE		160.75
00043270	SMITH CHARLIE MCKINDLY		224.87
00025345	SMITH DEVONDA		78.00
00043916	SMITH DONALD		89.55
00044067	SMITH DONALD		169.03
00050462	SMITH JAH-LIL MALIK		113.02
00013592	SMITH KELVIN CHRISTOPHER	SMITH AKILAH HALL	69.00
00033467	SMITH KIM RENEE		46.00
00033468	SMITH KIM RENEE		634.41
00050007	SMITH LOVETTA SHAMAE		189.47
00040526	SMITH MYRON GUY		429.30
00048087	SMITH STANTREL RAYMONE		11.11
00051193	SMITH STANTREL RAYMONE		78.00
00052685	SMITH STANTREL RAYMONE		45.58
00049968	SMITH WILLIAM LUTHER JR		164.93
00013118	SNEAD WILLIAM HENRY		211.89
00049480	SOMMER TYLER JAMES		166.00
00049481	SOMMER TYLER JAMES		46.00
00049482	SOMMER TYLER JAMES		89.12
00042468	SONO PETRO INC	T/A PLAZA SUNOCO	1,237.50
00052820	SPATES PATRICK		161.61
00046220	SPELLER ASHLEY POWELL	HOLLAND WILLIAM EDISON JR	128.41
00031338	SPENCE JOHN POOLE II		78.00
00049579	SPIVEY APRIL RENEE		142.06
00052585	SPRUILL MARIA ELLENA		106.67

00053181	SPRUILL MARIA ELLENA		31.39
00017292	STACY DOLORES ANN		305.29
00044832	STATEN LORENZA		66.25
00044811	STATON NASHEN RONALD		70.57
00050640	STATON NASHEN RONALD		339.24
00051784	STATON NASHEN RONALD		42.12
00043099	STEPHANY MATTHEW DAVID	EASON STACY N	489.27
00027737	STEPHENS ANTHONY WENDELL		48.31
00042713	STEPHENS CHARLES GILMER		84.00
00048717	STEPHENS CHARLES GILMER		84.00
00041445	STEPHENSON PEGGY GIBSON		213.50
00051976	STEVENS LAKISHA SHANTA		11.15
00036242	STEVENS MELVIN JUNIOR		444.84
00032821	STEVENS MELVIN JUNIOR JR		193.00
00041614	STEWART ROBERT PHILLIP JR		392.24
00046986	STITH DONTE JOVELL	BOYD CHARITA DENISE	21.57
00034338	STOKES AL RAUEN		121.52
00045034	STRATTON DANIEL JOSEPH		304.04
00047545	STREET BATRINA		351.57
00052887	SUDDUTH CHERYL LYNN		125.25
00043761	SUITER MONTROY O'BRIEN		13.61
00045641	SUITER MONTROY O'BRIEN		147.00
00046932	SUITER MONTROY O'BRIEN		5.36
00049284	SUITER MONTROY O'BRIEN		46.00
00047546	SUMLER CHARLES ANTHONY		46.00
00051466	SUMMERS SHANEEKA SHELBY		74.05
00037566	SUNOCO MART INC	T/A PLAZA SUNOCO	1,247.50
00039370	SUNOCO MART INC		77.25
00041221	SUNOCO MART INC		685.13
00041366	SWAN MICHAEL EZELL JR		115.00
00044719	SYKES JACK TAYLOR JR		35.15
00044720	SYKES JACK TAYLOR JR		336.47
00047790	SYKES TINY		23.00
00051610	SYKES TINY		78.00

00040000	TANN CHRISTOPHER WADE		163.01
00048323	TANNER DURAH HASHAH		78.00
00051880	TANNER DURAH HASHAH		46.62
00045001	TANWING DEVYN N		1,180.76
00019920	TATE DONALD WAYNE		153.12
00050979	TATEM DOUGLAS DONALD		195.99
00048163	TAYLOR BRIANNA QUACHE'		66.32
00048208	TAYLOR BRIANNA QUACHE'		23.00
00049829	TAYLOR BRIANNA QUACHE'		43.88
00051703	TAYLOR CANDICE GLOVER		156.01
00046787	TAYLOR DAKEISHA LASHELLE SHERRICE	TAYLOR WILLIAM CHIRSTOPHER	128.23
00029451	TAYLOR ELLA SMITH		23.00
00036039	TAYLOR ERIC DEMETRIC		23.00
00042634	TAYLOR ERIC DEMETRIC		173.56
00045704	TAYLOR ERIC DEMETRIC		83.19
00050560	TAYLOR ERIC DEMETRIC		154.56
00050641	TAYLOR ERIC DEMETRIC	WILSON KURTISHA MARIE	421.46
00044604	TAYLOR SHARON ROSE	AGATE JASON MATTHEW	16.45
00045526	TAYLOR SHARON ROSE		135.49
00045527	TAYLOR SHARON ROSE		108.09
00013252	TAYLOR VERNON CLAYTON		83.00
00049873	TAYLOR VERNON CLAYTON JR		121.72
00049874	TAYLOR VERNON CLAYTON JR		1.13
00049875	TAYLOR VERNON CLAYTON JR		3.28
00050806	TAYLOR VERNON CLAYTON JR		56.00
00050012	TEAL JASMINE LAKETRA		137.62
00037371	TEGL ANDREJ VIKTOR		118.50
00048901	TENCH LAWRENCE ASHBY		52.65
00052373	TERRELL KRISTL RENE		119.72
00052374	TERRELL KRISTL RENE		5.53
00043636	TERRON COOPER	DBA TTC EXPRESS	18.00
00050763	THOMAS CHRISTOPHER JAMES		174.31
00045904	THOMAS DONESHA CHARE		55.00
00040208	THOMAS JANET EVA		82.50

00043538	THOMAS JANET EVA	THOMAS ROBERT LESLIE	32.74
00042199	THOMAS SHIRLEY MAE		69.00
00054448	THOMAS TREVIA DELARNDAVIA		78.00
00050654	THOMAS WAYNE ALLEN		112.50
00045935	THOMPASIONAS SARAH DENEEN		8.34
00047190	THOMPASIONAS SARAH DENEEN		268.40
00041771	THOMPSON ALBERT LEE		554.09
00040850	THOMPSON CHRISTOPHER NATHANIEL		220.69
00040480	THORNTON DORREEN SHARELL		138.00
00048247	THORNTON LINDA FOSTER ESTATE		104.44
00049143	THORP-EATON ROY CHARLES DALE		101.00
00047792	TILLERY DAVID CORNEL JR		17.42
00050298	TINY BLESSINGS DAYCARE CENTER INC		11.75
00016838	TOBIN DIANE DOUGHTY		30.93
00054500	TOLER SANDRA TALMAN		142.53
00042327	TORRANCE CHADWICK RODRIQUEZ		135.10
00032792	TRAYNHAM SARAH DENISE		338.63
00036192	TRIBBETT JAMES ALLEN	TRIBBETT SALLY FRANCIS	22.28
00036358	TRIBBETT JAMES ALLEN	TRIBBETT SALLY FRANCIS	467.98
00043108	TRINKETTES & TREASURES LLC	T/A PILTONS PALACE	31.92
00032620	TROTTER DALE DENNIS		127.60
00032621	TROTTER DALE DENNIS		29.02
00040209	TROWER SHAWNETTE TACHSHA		6.97
00052970	TTC EXPRESS LLC		102.00
00049286	TURNER ANGELA	TURNER QUENTIN JEROME	71.31
00049287	TURNER ANGELA		142.92
00049288	TURNER ANGELA		201.25
00049289	TURNER ANGELA		125.31
00042765	TURNER DARETHEA		109.62
00046032	TURNER DONNA ELIZABETH		11.07
00046033	TURNER DONNA ELIZABETH		10.13
00046035	TURNER DONNA ELIZABETH		260.75
00049536	TURNER EDDIE LEE		83.00
00049973	TURNER EDDIE LEE		277.19

00043102	TURNER HOWARD LEE	562.54	
00053124	TURNER IESHA PATRICE	60.32	
00036722	TURNER JAMES WAVERLY JR	138.00	
00047399	TURNER MARVIN MAURICE	68.76	
00046171	TURNER MICHELLE CARFINA	28.22	
00051419	TURNER MICHELLE CARFINA	102.84	
00052493	TURNER MICHELLE CARFINA	57.86	
00049290	TURNER QUENTIN JEROME	TURNER ANGELA	36.56
00050099	TURNER QUENTIN JEROME	171.37	
00051683	TURNER QUENTIN JEROME	TURNER ANGELA	164.27
00037495	TURNER SANDRA NEWSOME	13.50	
00034699	TURNER SANDY JOSEPH	117.17	
00043307	TURNER SHIRLEY JEANETTE	42.44	
00047101	TURNER STEPHANEE MAREE	52.83	
00023237	TURNER TINA YVETTE	24.93	
00024208	URQUHART DAVID	8.10	
00026863	URQUHART LEE ANDREW JR	69.21	
00039222	URQUHART LEE ANDREW JR	42.32	
00020318	URQUHART SHARON ANITA	138.00	
00038658	USHER MICHAEL JOSEPH	138.00	
00052940	USHER STEVEN	23.00	
00050874	VAIL KRISTIE LETITIA	171.07	
00042112	VARGO JOHN CHARLES III	401.98	
00043785	VARGO JOHN CHARLES III	24.21	
00043786	VARGO JOHN CHARLES III	92.00	
00048871	VAUGHAN BRIAN LEE	1,731.77	
00038096	VAUGHAN JOSEPH KELLEY SR	117.94	
00043390	VAUGHAN LARRY HERMAN JR	18.36	
00051301	VAUGHAN SHARLENE	78.00	
00038363	VAUGHAN TREMAINE LAMONT	155.33	
00039224	VAUGHAN TREMAINE LAMONT	27.43	
00047741	VAUGHN DEBORAH HENDRICKS	19.98	
00050615	VAZQUEZ JUAN LOPEZ	29.97	
00044727	VELEZ JESSICA MARIE	112.00	

00046338	VINCENT CALVIN CRIZZON		101.00
00044244	VINCENT CHARLES OCTAVIUS		67.18
00050425	VINCENT CHARLES OCTAVIUS		23.00
00050426	VINCENT CHARLES OCTAVIUS		101.26
00050505	VINCENT CHARLES OCTAVIUS		197.50
00050743	VINCENT CHARLES OCTAVIUS		115.39
00027243	VINCENT CONSTANCE CLEO		140.00
00034203	VINCENT JANICE MAE ESTATE		302.78
00020497	VINCENT NATHAN JR		34.63
00026195	VINCENT NATHAN JR		511.20
00047429	VINCENT RODNEY DASHAWN		23.00
00044526	VIRTUE THOMAS LEE		4.50
00037104	WALKER ERNEST		449.87
00034054	WALKER MARTIN VINCENT		168.00
00034055	WALKER MARTIN VINCENT		20.16
00035976	WALKER MARTIN VINCENT		140.28
00029696	WALKER OTIS THOMAS JR		139.85
00041166	WALKER TAMARREA DEYON		193.00
00043103	WALKER TAMARREA DEYON		115.00
00043391	WALKER TAMARREA DEYON		19.85
00051870	WALKER TIAVEON JAQUAN		86.32
00045937	WALLOE TIFFANY NYCOLE		130.31
00047289	WALLOE TIFFANY NYCOLE	WALLOE KALIAH NAKENYA	84.87
00049292	WALLOE TIFFANY NYCOLE		88.61
00051303	WALLOE TIFFANY NYCOLE		94.68
00037493	WALLOWER JOSEPH MARTIN		27.97
00041312	WALLOWER JOSEPH MARTIN		870.01
00052195	WALTON RAYQUAN MARKEL		57.25
00040041	WARD ELISSA NICOLE		37.33
00037306	WARD HAL GEORGE JR		32.50
00050956	WARREN ANGEL MICHELLE		23.00
00051245	WARREN ANGEL MICHELLE		87.81
00045938	WARREN DAVID	SYKES TINY	350.74
00038011	WARREN INVESTMENT GROUP LLC	T/A SEARS HOMETOWN STORE	245.13

00023757	WARREN RUSSELL LEE		53.19
00038145	WARREN RUSSELL LEE		20.32
00030751	WARREN TENIA ELAINE		138.00
00049537	WARREN TENIA ELAINE		143.59
00051304	WARREN TENIA ELAINE		83.00
00051840	WARREN TENIA ELAINE		53.00
00017957	WARREN TYRONE		670.25
00041314	WARREN TYRONE		529.11
00041450	WARREN TYRONE		331.01
00041773	WARREN TYRONE		107.17
00043963	WARREN TYRONE		3.15
00048425	WARREN TYRONE		69.00
00050619	WARREN TYRONE		46.00
00052943	WARREN TYRONE		2.29
00049538	WARREN VALISHA LYNETTE	WARREN ALVIN DEWAYNE	196.57
00051685	WARREN VALISHA LYNETTE		33.25
00046921	WASHINGTON COREY LAMONT		171.31
00036965	WASHINGTON LAQUANDA SHONAY		57.56
00043834	WASHINGTON LAQUANDA SHONAY		135.17
00047151	WASHINGTON LAQUANDA SHONAY		220.06
00048447	WASHINGTON LAQUANDA SHONAY		75.12
00050706	WASHINGTON LAQUANDA SHONAY		93.63
00051960	WASHINGTON LAQUANDA SHONAY		99.87
00050565	WASHINGTON NICOLE LETISHA		66.82
00051475	WASHINGTON NICOLE LETISHA		23.00
00051476	WASHINGTON NICOLE LETISHA		93.40
00043529	WASHINGTON OMAR BYARIE		331.71
00032930	WEBB JEFFERY LEN		168.00
00032931	WEBB JEFFERY LEN		437.25
00050745	WEBER MAGAN NACHELLE		246.03
00028488	WELLINGTON CHARLES		168.75
00036351	WELLINGTON CHARLES		56.00
00046922	WELLINGTON CHARLES		4.32
00047549	WELLINGTON CHARLES		109.96

00047742	WELLINGTON CHARLES		66.53
00048035	WELLINGTON CHARLES		69.00
00049029	WELLINGTON CHARLES		35.97
00049293	WELLINGTON CHARLES		81.79
00049295	WELLINGTON CHARLES		3.33
00051126	WELLINGTON CHARLES		23.00
00053309	WELLINGTON CHARLES		160.23
00052785	WELLINGTON STEVEN ALEX		70.37
00053089	WELLINGTON STEVEN ALEX		4.12
00037373	WELLS EARLINE GREENE		86.25
00035711	WHITAKER ARLINDA JANE		23.00
00033788	WHITE CANDICE RENEE		580.12
00047743	WHITE CAROL LEE		301.87
00052786	WHITE JACQULYN		78.31
00044106	WHITE SIMONE TUYELL		73.56
00041661	WHITEHEAD ANTHONY JUNIOR		77.58
00036500	WHITEHEAD BILLY REX JR		53.76
00038754	WHITEHEAD BILLY REX JR		28.18
00023038	WHITEHEAD ISRAEL LAIMY	C/O BRENDA THOMAS	337.50
00029229	WHITEHEAD JOHN HAROLD		22.23
00050290	WHITEHEAD LARRY CURTISS JR		173.13
00024023	WHITEHEAD MICHAEL LEN		46.00
00040684	WHITEHEAD MICHAEL LEN		8.48
00042984	WHITEHEAD MICHAEL LEN		164.00
00046778	WHITEHEAD MICHAEL LEN		3.37
00046797	WHITEHEAD MICHAEL LEN		2.84
00046798	WHITEHEAD MICHAEL LEN		2.07
00048327	WHITEHEAD MICHAEL LEN		3.37
00046997	WHITEHEAD SARAH MARIE		7.65
00040484	WHITLEY EUNICE IRENE		23.00
00040486	WHITLEY EUNICE IRENE		23.00
00043835	WHITLEY JENNIFER DAWN		9.72
00050707	WICKLINE DAYSSEL DONLEE III		109.00
00050957	WIENKE CHRISTOPHER SHANE		108.98

00050958	WIENKE CHRISTOPHER SHANE		157.97
00050959	WIENKE CHRISTOPHER SHANE	WIENKE STACY LYNN	80.81
00052419	WIENKE CHRISTOPHER SHANE		62.28
00052420	WIENKE CHRISTOPHER SHANE		10.31
00050960	WIENKE STACY LYNN		154.62
00050961	WIENKE STACY LYNN		126.62
00037841	WIGGINS DOMANEKE SHAUNTAE		6.06
00042834	WIGGINS KHALIL HAKEEM		23.00
00040138	WIGGINS MARGARET ANN		86.25
00052164	WIGGINS MARKELE TARSHAUN		99.33
00050708	WIGGINS MICHAEL WAYNE SR		23.00
00034464	WIGGINS SHARICKA LONNELL		14.09
00041891	WILKERSON MARTHA WASHINGTON		23.00
00052852	WILKERSON RASHAD JEROME		88.78
00036799	WILKINS RACHEAL MARIE		3.21
00044245	WILKINS RACHEAL MARIE		2.30
00030363	WILLIAMS ANDREA L		466.47
00049539	WILLIAMS ASHLEY SADE		137.06
00046880	WILLIAMS AURELIA LILLIE		74.75
00052332	WILLIAMS DEONTE LAMONT		121.36
00050764	WILLIAMS DESHANNON MARIE		59.74
00051246	WILLIAMS DESHANNON MARIE		94.10
00052237	WILLIAMS DESHANNON MARIE		11.39
00054089	WILLIAMS DESHANNON MARIE		36.06
00042465	WILLIAMS ELAINE DENISE		12.70
00047198	WILLIAMS ELAINE DENISE		87.42
00051970	WILLIAMS ELAINE DENISE		213.75
00033341	WILLIAMS ERIC TYRELL		91.02
00050567	WILLIAMS GEORGE OTTLEY HUSTON ESTAT		78.00
00046291	WILLIAMS JENNILYNN LEWIS		31.09
00032587	WILLIAMS KIOKA NATASHA		339.60
00051776	WILLIAMS LEATRICE SHANELL		109.65
00043763	WILLIAMS LYNN PERCELL ESTATE		81.54
00041453	WILLIAMS NATHAN CLARENCE		91.85

00013684	WILLIAMS RAIFORD HARRISON		99.78
00030364	WILLIAMS RAIFORD HARRISON		85.98
00051914	WILLIAMS SHAWN MONCLAIR		151.09
00017782	WILLIAMS SHAYLA		304.74
00044285	WILLIAMS TAMRA MAE		21.47
00042210	WILSON CABIN D		129.24
00041050	WILSON CHARLES BRIAN		6.56
00040816	WILSON FRANCES JOSEPHINE		119.50
00016468	WILSON JAMES ARTHUR		39.78
00035295	WILSON JAMES ARTHUR		28.43
00041918	WILSON JAMIE ANTWON		3.38
00046113	WILSON JAMIE ANTWON		182.85
00051198	WILSON JAMIE ANTWON		79.69
00043964	WILSON JONATHAN LEE		48.01
00044665	WILSON KURTISHA MARIE		56.31
00040937	WILSON PHYLLIS	RAM CHANDROWTIE	20.81
00051582	WINGFIELD CARLETTA DONITA		78.00
00053989	WOMBLE DIANE LAVERN		69.00
00042550	WOOD DAVID LEE		11.22
00040409	WOOD SHAKEYTA LATOYA		23.29
00034884	WOODLEY AGNES DELOIS		23.00
00047055	WOODLEY JOERNI TA SHAWN		78.00
00043536	WOODSON JARVIS		50.36
00047199	WOODSON JARVIS		340.82
00045363	WOOTEN ELGIN JR	WOOTEN CHRISTINE POPE	102.07
00051973	WOOTEN ELGIN JR		118.62
00051583	WORRELL COLBY LAUREN		324.87
00041169	WRENN CHARLES ERNEST	WRENN RENEE WORRELL	104.77
00038981	WRENN ELIZABETH ANN STAGG		30.37
00032947	WRIGHT ARTHUR LEE JR		872.32
00037014	WRIGHT DONNELL		14.11
00044221	WRIGHT EDITH HUDSON		19.30
00047500	WRIGHT EDITH HUDSON		35.91
00033661	WRIGHT ENIX		66.87

00032937	WRIGHT LOIS MARIE		794.07
00053477	WRIGHT TAMIKA	WRIGHT ADONIS JEVON	56.89
00049298	WYCHE CHANTEL RENAE		124.16
00052008	WYCHE LAQUITA RENEE		116.62
00032602	WYCHE WILLIAM GRANT		23.00
00040148	YEARBY RODNEY	T/A GEMINI BUILDING SERVICES INC	4.50
00048572	YURKAS DAWN RENEE	SPEEGLE MELODY THORP	277.69
00051199	YURKAS DAWN RENEE		73.02
00040819	ZACHARY ANTHONY TROY JR		426.10
00045556	ZACHARY ANTHONY TROY JR		105.88
00044901	ZIRKLE CHRISTOPHER ALLEN		38.47
Total			259,244.64



December 09, 2020

To: Amanda C. Jarratt, City Manager  
From: Dinah M Babb, MGT, City Treasurer  
Subject: Personal Property 2007-2013 Charge Off

Enclosed you will find a list of delinquent Personal Property for Tax Year's 2007-2013 that are deemed uncollectable due to the statute of limitations in Virginia State Code 58.1-3940. The statute of limitations restricts the office from actively placing any collections on these accounts. It is my recommendation that \$24,801.31 of delinquent personal property tax years 2007-2013 be charged off.

Respectfully,

Dinah M. Babb, MGT  
City Treasurer-

Account Id	Name	Name 2	Principal Balance
00038618	A PLUS RESULTS COMMUNICATION		56.25
00031017	ABBAS MOUSTAFA M	C/O AMR ABBAS	23.00
00033896	AGATE JASON MATTHEW		158.20
00034221	AGATE JASON MATTHEW	AGATE WINNETTE MARIE	467.88
00036377	AGATE JASON MATTHEW	AGATE WINNETTE MARIE	48.22
00036673	AGATE WINNETTE MARIE	AGATE JASON MATTHEW	23.00
00040533	AGATE WINNETTE MARIE		855.00
00035392	AKRIDGE MARILYN ELAINE ESTATE	C/O SUZANNE PHILLIPS	51.21
00039145	HUNT JENNIFER LEE		284.89
00037684	ANDERSON JESSICA ANN		64.04
00029825	ARKLAN JENNIFER ANN		217.51
00034252	ARREY-MBI AGNES E		66.18
00035870	ARTIS JOIE OBRIAN		23.00
00029832	ARTIS STACY		49.30
00035931	ASHBURN SHAMEYRA RONNICE		52.07
00032771	ASKEW DEMETRIES RAHIEM	ASKEW ANGELA J	0.89
00023267	ATLANTIC DEMOLITION INC		18.60
00037429	AUSTIN SHELIA DIANE		48.09
00040475	BANKS PARRISH SENTELLE		110.98
00021321	BANKS RAIMON		55.49
00041012	BANKS THERESA ANN		2.10
00040616	BARRETT-RICKS LUCY VANESSA		0.64
00039622	BAZEMORE KWAMAINE RASHAD		33.13
00003006	BEACHAM VERNON S JR		8.30
00035658	BENN LARRY ALEXANDER		2.45
00035943	BLACKWATER OUTFITTERS LLC		89.83
00039100	BLANKENSHIP MICHAEL LYNN		84.64
00023725	BLUE WILLIAM HENRY		47.79
00039585	BOONE CAROLYN HOLLEY		64.27
00039586	BOONE CAROLYN HOLLEY		79.43
00040530	BOONE DARYL REGIS		20.70
00040531	BOONE DARYL REGIS		15.28
00034838	BOONE DONNIE RAY		23.00

00039237	BOONE DONNIE RAY		34.06
00041471	BOONE MERRIE BINNS		9.54
00006588	BOWE ALPHONZO FRANKLIN		4.50
00039240	BROWN EDWARD GERARD JR		8.91
00028280	BROWN ELBERT WILLIAM	BROWN REITA MCDANIEL	96.05
00029611	BROWN JOSEPH MCCOY		23.00
00029963	BROWN JOSEPH MCCOY		121.75
00038063	BURBANK EDWARD HENRY		10.26
00028243	BYNUM EDWARD BRADLEY		8.21
00041345	BYRUM TREE SERVICE		60.50
00028991	CARINO ALEXANDER RUBEN		58.48
00032035	CAROLINA CLEANERS		4.50
00038540	CASEY RIA VANESSA		328.23
00042646	CLINE GAGE WILLIAM		23.00
00029900	COLLINS MARSHA LEE ALLEN		31.50
00041794	COOPER LARSHAREE DEREZ		1.44
00027172	CRAMER SONJA TURNLEY ESTATE	HOLLEY SUNNI LAUREN	87.98
00040727	CROSS SHELLEY KAY		35.36
00038802	DANNY & LIZ CREATIONS &		11.52
00015895	DARDEN DOROTHY FREEMAN		43.52
00039070	DARDEN WILSON EUGENE		3.06
00040258	DARDEN WILSON EUGENE		38.67
00034753	DAVILA MARTHA F ESTATE		184.88
00036743	DAVIS LYNN ROYCE III	DAVIS LYNN ROYCE JR	25.22
00037122	DAVIS WILLIE LOVELTON		14.43
00039812	DELOATCH JAMES THOMAS		23.00
00038386	DENSON CRYSTAL PATRICE		2.65
00041097	DICKENS FLOYD MAURICE		16.50
00041749	DICKENS FLOYD MAURICE		130.50
00042358	DOBSON DORREEN KEM		1.51
00040369	DORSEY-ADOGA APRIL BROOKE		33.25
00037082	DOUGLAS JAMAR MONTREL		23.00
00035376	EAGAN DAMIAN A		47.37
00035462	EARQUHART MELISSA DIANE		110.64

00035881	EARQUHART MELISSA DIANE		27.04
00033394	EDWARDS GENNIS LEE JR		49.93
00036777	EDWARDS RICKY DESHAUN		40.95
00040171	ELMORE KATHERINE ANN		218.79
00040079	ELSAYED MAGED M		15.39
00033823	FELTON RAYMOND DARNELL SR		23.00
00039285	FISCHER FINANCIAL RECOVERY	SOLUTIONS C/O KILLIAN FISCHER	26.91
00038104	FLOOD APREAL RODONA		45.64
00040268	FLOOD APREAL RODONA		39.03
00027013	FLYTHE MELVIN		60.33
00029126	FORD ADONIS LETROY		276.13
00040356	FOREMAN TAMMARA SHAMAINE		44.46
00040357	FOREMAN TAMMARA SHAMAINE		26.22
00020654	FRANKLIN RENTAL CENTER INC		101.25
00020713	FRANKLIN RENTAL CENTER INC		20.84
00024341	FRANKLIN RENTAL CENTER INC		1.13
00024342	FRANKLIN RENTAL CENTER INC		1.13
00038855	FULLER CAROL ANN		191.73
00022572	FULLER WILLIE JR	GORDON CAROLYN	184.04
00030845	GAIA LEASING LLC		105.81
00037036	GARCIA CAITLYN CHRISTINE		60.19
00032804	GAY MICHAEL NATHANIEL		54.21
00032816	GAY MICHAEL NATHANIEL		57.00
00040871	GAY YVONNE ARLENE		25.77
00033037	GILMER STEVEN BOYCE		64.04
00023223	GOODE EARL BILL		23.00
00033638	GOODMAN KENNETH		47.37
00038856	GOODWYN IDA MAY		268.90
00008195	GOODWYN RANDOLPH		7.85
00010278	GOODWYN RANDOLPH		19.46
00023186	GOODWYN RANDOLPH		15.50
00038180	GRAHAM APRIL CAMPBELL		59.34
00038010	GRANT TRACY	T/A GRANT CONSTRUCTION	225.00
00031249	GREULING ROBERT T II		2.25

00036834	HAMLETT NAOMI CHARTICE	HAMLETT LARRY LESTER	33.13
00037964	HAMLETT NAOMI CHARTICE		20.30
00030866	HAMRICK ASHLEY NICOLE		152.10
00033136	HARMON THOMAS DANIEL		57.55
00039942	HARRINGTON TONY MARUCE		5.56
00041718	HARRIS BRYANT LENARD		118.56
00037476	HARRIS MELVIN MCCOY		56.25
00036101	HARRIS RYAN WILLIAM		47.62
00037538	HARRIS RYAN WILLIAM		310.71
00023891	HASHMAN JONATHAN CLAYTON	FORBES REBECCA MARIE	21.37
00027723	HAYES LARRY LEE		23.00
00028408	HAYES LARRY LEE		23.00
00032264	HAYES LARRY LEE		23.00
00041869	HILL KEISHA SHERELL		9.62
00030323	HILL MICHAEL RYDELL		15.77
00032962	HOLLOWAY CURTIS LEE		28.00
00018826	HOLLOWAY KIMBERLY L		22.23
00041834	HOPPER MICHAEL DOUGLAS		34.22
00036234	HUNTER SHACHIA DALPHONE SAMYRA		77.38
00036867	HUYNH DOSON		90.06
00035564	INABINET NICOLE M		83.01
00039692	JANNEY KENNETH PALMER		23.00
00039693	JANNEY KENNETH PALMER		23.00
00037705	JARRATT MICHAEL LEE		23.00
00040928	JARRATT MICHAEL LEE		61.40
00035039	JEFFRES SELENA MURPHY		51.30
00044357	JENKINS CATHERIN LOUISE		17.99
00000220	JENKINS LOIS		23.00
00028437	JENKINS LOIS	JENKINS JAMES	116.92
00011250	JOHNSON GEORGE DELEWARE		62.76
00034921	JW&K ENTERPRISES		193.50
00038113	JW&K ENTERPRISES		39.38
00022766	KHAN BASIR SHADI JR		58.05
00033041	KINLEY KENNETH RAY		72.46

00026250	KISTNER ROSEMARIE MICHELLE		226.06
00039004	KNIGHT ROBERT MCCOY	KNIGHT BETTY MILTEER	29.67
00039858	LANE CHRISTOPHER RUSSELL		53.55
00035791	LANKFORD CURTIS MONTRAIL		5.38
00039989	LANKFORD SHIRLEY LOUISE		1.75
00033370	LASSITER ANITA FAYE		23.00
00030998	LEUCHNER CHRISTINE M		50.79
00024111	LEUCHNER ERIC WILLIAM	LEUCHNER CHRISTINE M	23.00
00030709	LEUCHNER ERIC WILLIAM		77.29
00031251	LEUCHNER ERIC WILLIAM		11.25
00039699	LEWIS DEMETRIA ANN		150.34
00041781	LOFAY STEVEN MICHAEL		110.28
00033317	LONG TERRENCE ALPHONSA		23.00
00033985	LUGO-GONZALEZ KELLY MARIE		32.92
00035600	LUGO-GONZALEZ KELLY MARIE		33.34
00032147	LUSTER PRENELL SR		83.12
00035355	LYNCH JOSEPH MCDONALD JR		23.00
00038018	LYNCH JOSEPH MCDONALD JR		23.00
00037318	SEABORN ANTWAN JERMAINE		38.13
00039597	SEABORN ANTWAN JERMAINE		23.00
00017913	MAJETTE BEATRICE JONES		62.33
00003907	MAJETTE FRANKLIN DELANO		22.50
00016519	MAJETTE FRANKLIN DELANO	MAJETTE LORAIN THOMAS	49.16
00027573	MAJETTE SIR WALTER		50.36
00031478	MARSH RONALD LOREN		50.32
00038518	MARTEL BRIAN PETER		18.41
00038966	MARTEL BRIAN PETER		264.29
00022631	MASON ANDREA LONDELL		30.35
00023350	MASON HOWARD EARL		23.00
00025162	MCKINNEY JAMES STEPHEN JR		75.58
00033888	MCKINNEY JAMES STEPHEN JR	MCKINNEY NATALIE CRANE	151.55
00038024	MCNEIL KIMBERLY DARDEN		2.35
00038648	MCNEIL KIMBERLY DARDEN		75.02
00040332	MCNEIL KIMBERLY DARDEN		69.56

00030137	MEADES SONYA BLUNT		64.89
00041602	MENZIES INGRID		32.19
00027090	MILES LENNIE PASQUALE		30.50
00036756	MILES LENNIE PASQUALE		23.00
00035599	MILIAN JERELL LAMONT		25.75
00040030	MINEHART NATASHA LEE		9.97
00028391	MINNS GEORGE WINFIELD		53.78
00033507	MINNS GEORGE WINFIELD		271.67
00034247	MINNS GEORGE WINFIELD		23.00
00040105	MITCHELL COREY LARNELL		23.00
00026802	MOBLEY JONATHAN CLARK		180.32
00029885	MOBLEY JONATHAN CLARK		23.00
00026971	MONTAGUE DONALD LEMONT		23.00
00036582	MONTAGUE DONALD LEMONT		2.77
00013117	MOORE BETTY MCCORMACK		6.31
00031409	MORAN JACKIE RAY II		23.00
00036716	MURPHY LAYFETTE		23.00
00029853	MURPHY PHILLIP		16.71
00024418	MURPHY PHILLIP JEROME		23.00
00035276	NEWBY CLIFTON JR	NEWBY TIFFANY LENEA	11.26
00031764	NEWSOME GEORGIA SPRUELL		23.00
00025668	OLIVER JOHN PHILLIP		147.63
00038785	OLIVER JOHN PHILLIP		141.75
00039120	OLIVER JOHN PHILLIP	OLIVER KAREN ELIZABETH	154.67
00039361	OLIVER JOHN PHILLIP	OLIVER KAREN ELIZABETH	420.63
00039255	OLIVER JOHN PHILLIP II		66.18
00039783	OLIVER MICHAEL-JOHN THOMAS		64.41
00023282	ORTIZ-WOODS REBECCA LEE		58.28
00039784	PADGETT CHRISTOPHER DALE		94.33
00033877	PALMER JASON ROBERT		10.31
00033966	PALMER JASON ROBERT ESTATE		620.88
00030496	PARKER BRIANNA NICOLE		61.35
00040508	PARKER CAROLYN PERRY		4.20
00031009	PARKER GLENDA GAIL		46.94

00018081	PAYNE BENJAMIN JEROME		59.21
00037252	PERRY RICHARD EARL		1,215.00
00038702	PERRY RICHARD EARL		73.25
00039646	PERRY RICHARD EARL		23.62
00040113	PERRY RICHARD EARL		116.06
00038808	PICOT JAMES	T/A PICOT CONSTRUCTION	10.00
00042568	PICOT PALAMER BOONE		23.00
00038255	PICOT SHONDALYN JVONNE		56.77
00032640	PINKNEY DAVID JR		23.00
00033756	PITTMAN ALETHA WANDA		20.30
00006141	PLAYTOE LLC		3,386.21
00031830	POLK FRANCES JEAN		23.00
00040291	POWELL CHRISTOPHER RAYSHAWN		52.21
00033604	POWELL PAUL PATTERSON		56.21
00036257	RAGLAND MILDRED LOUISE		23.00
00037512	RANDS BARBARA JEANETTE		75.58
00033101	REESE ROGAS THOMAS		1.52
00036181	REESE THOMAS LAMONT		155.95
00030196	REYES BARAONA LUIS ALFONSO		64.47
00004929	RICHARDSON ISSAC		45.00
00021767	RICHARDSON LUIS ALFRED		63.18
00038750	RICKS DENNIS KEITH		43.52
00025223	RICKS RODRICK KIM		57.63
00028588	RICKS RODRICK KIM		23.00
00032753	RICKS RODRICK KIM		28.00
00032755	RICKS RODRICK KIM		23.00
00038406	RICKS WINSTON MICHAEL		161.08
00041949	RICKS WINSTON MICHAEL		24.87
00001831	RIDDICK THELMA LAWRENCE		21.50
00036589	RIDDLE DEANA LEE		164.50
00040037	RILEY DERRICK L		156.14
00039714	ROSE LATOYA MONIQUE		27.25
00024248	ROWE NORMA PAGE		5.66
00034377	RUSTEMOGLU SERDAR	ARKLAN JENNIFER ANN	33.13

00031443	RUVIO EMANUEL ANTHONY		65.97
00032757	SARKA JUSTIN EDWARD		5.63
00032173	SAUNDERS ROSALYN ANN		81.01
00041768	SAYAS ANTHONY JAMES JR		23.00
00035389	SCOTT CARL LEE		23.00
00036300	SCOTT CARL LEE		23.00
00030348	SCOTT EBONY MONIQUE		62.76
00017008	SCOTT SHARIKA SHANTE ESTATE		41.81
00024179	SCOTT SHARIKA SHANTE ESTATE		40.95
00038527	SEARS BELINDA		101.32
00035647	SETTIMO LUCIA HAYDEE		24.44
00039198	SEXTON KAINEN JEREMEIGH		72.96
00039492	SHARMA SACHIN		134.07
00019313	SHAVER CAROL DIANE		46.73
00022599	SHEA ROBERT EDGAR	SHEA ROSE MARIE ESTATE	83.15
00040156	SINGH JOHN CHANKA JR	RAMNARINE DENYSE	298.31
00040157	SINGH JOHN CHANKA JR		10.26
00041565	SINGH JOHN CHANKA JR		51.99
00042085	SINGH JOHN CHANKA JR		31.34
00033467	SMITH KIM RENEE		23.00
00033468	SMITH KIM RENEE		123.89
00013118	SNEAD WILLIAM HENRY		100.25
00017292	STACY DOLORES ANN		54.63
00032821	STEVENS MELVIN JUNIOR JR		23.00
00019920	TATE DONALD WAYNE		63.18
00037371	TEGL ANDREJ VIKTOR		46.51
00041771	THOMPSON ALBERT LEE		81.25
00040480	THORNTON DORREEN SHARELL		23.00
00036722	TURNER JAMES WAVERLY JR		23.00
00034699	TURNER SANDY JOSEPH		2.17
00023237	TURNER TINA YVETTE		24.93
00024208	URQUHART DAVID		1.35
00026863	URQUHART LEE ANDREW JR		69.21
00039222	URQUHART LEE ANDREW JR		42.32

00020318	URQUHART SHARON ANITA	23.00
00038658	USHER MICHAEL JOSEPH	23.00
00038363	VAUGHAN TREMAINE LAMONT	20.33
00039224	VAUGHAN TREMAINE LAMONT	27.43
00027243	VINCENT CONSTANCE CLEO	28.00
00034203	VINCENT JANICE MAE ESTATE	66.60
00020497	VINCENT NATHAN JR	34.63
00026195	VINCENT NATHAN JR	74.60
00037104	WALKER ERNEST	75.88
00034054	WALKER MARTIN VINCENT	28.00
00034055	WALKER MARTIN VINCENT	20.16
00035976	WALKER MARTIN VINCENT	23.38
00041166	WALKER TAMARREA DEYON	23.00
00040041	WARD ELISSA NICOLE	31.27
00030751	WARREN TENIA ELAINE	23.00
00017957	WARREN TYRONE	670.25
00041314	WARREN TYRONE	43.66
00041450	WARREN TYRONE	45.60
00041773	WARREN TYRONE	31.66
00032930	WEBB JEFFERY LEN	28.00
00032931	WEBB JEFFERY LEN	77.16
00037373	WELLS EARLINE GREENE	86.25
00033788	WHITE CANDICE RENEE	117.05
00041661	WHITEHEAD ANTHONY JUNIOR	39.39
00036500	WHITEHEAD BILLY REX JR	8.96
00038754	WHITEHEAD BILLY REX JR	28.18
00024023	WHITEHEAD MICHAEL LEN	46.00
00040684	WHITEHEAD MICHAEL LEN	8.48
00037841	WIGGINS DOMANEKE SHAUNTAE	6.06
00040138	WIGGINS MARGARET ANN	5.53
00034464	WIGGINS SHARICKA LONNELL	14.09
00041891	WILKERSON MARTHA WASHINGTON	23.00
00030363	WILLIAMS ANDREA L	80.15
00032587	WILLIAMS KIOKA NATASHA	63.91

00013684	WILLIAMS RAIFORD HARRISON	16.63
00030364	WILLIAMS RAIFORD HARRISON	14.33
00017782	WILLIAMS SHAYLA	61.05
00041050	WILSON CHARLES BRIAN	6.56
00016468	WILSON JAMES ARTHUR	3.38
00035295	WILSON JAMES ARTHUR	28.43
00032947	WRIGHT ARTHUR LEE JR	200.28
00037014	WRIGHT DONNELL	14.11
00033661	WRIGHT ENIX	55.06
00032937	WRIGHT LOIS MARIE	155.10
Totals		24,801.31



*Office of the City Manager  
Amanda C. Jarratt*

December 9, 2020

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Travel Policy

**Background**

As you are aware the City is in the process of updating our Personnel Policy. An updated Travel Policy is attached for your review and consideration

**Needed Action**

Adopt the Travel Policy as presented.

CITY OF FRANKLIN, VIRGINIA

**603 TRAVEL AND MEALS POLICY**

**I. PURPOSE:**

The purpose of this travel policy is to provide the City Council, employees and citizens with a clear reference on the procedures for reporting and recording travel expenses as required by and within the course of official duty for the City of Franklin. It is the purpose of this regulation to provide a reasonable, systematic means by which the costs of such travel and expenses may be estimated for budget preparation purposes and controlled for purposes of economy. These regulations are intended to be consistent with efficient operation, while providing guidance for the traveler and maintaining accountability of the City's resources.

For purposes of this policy, out-of-town travel is defined as all travel outside the City's limit in excess of 120 miles roundtrip from the employee's normal worksite.

The official form to complete for authorized travel is the Report of Travel Expenses and can be found on the City's intranet site (<https://cof-fire1/cof/default.aspx>)

**II. DEFINITIONS:**

- A. Accounts Payable – the Department of Finance, Accounting Division, Accounts Payable Team.
- B. Constitutional Officers with the authority to permit travel on City business.
- C. Daily Per Diem Allowance – Provides a daily allowance for meal reimbursement without receipts for overnight official business travel.
- D. Employee/Traveler – The individual employed by the City and representing the City on an authorized business trip.
- E. Miscellaneous Reimbursement Amount – A flat reimbursement amount that may be used to recover expenses in lieu of receipts and may not exceed five dollars per day for each day of a trip requiring lodging. Miscellaneous reimbursement amounts may include bellhop, waiter, taxi, limousine tips, personal telephone calls, laundry, and transportation between lodging or business and places where meal may be taken.

- F. Daily Business – Travel Record & Mileage Report – Form used to document legitimate business expenses and to claim reimbursement. An interactive form is available on the City’s intranet site within the Finance Department section (<https://cof-fire1/cof/default.aspx>).

### **III. PROCEDURE:**

- A. Official procedures and forms to accomplish this administrative policy have been developed and are maintained by the Department of Finance. By reference, the official procedures and forms are considered part of this policy.
- B. The amount needed for annual travel and related expenses should be included in the annual budget request of the various City departments.

### **IV. RESPONSIBILITY AND AUTHORITY:**

- A. All Department Heads and Constitutional Officers are responsible for determining if there is sufficient funding for anticipated travel expenses prior to travel, ensuring compliance with this policy, and reviewing, authorizing and approving travel-related settlements and reimbursement requests. Department Heads and Constitutional Officers may establish lower per diem limits for their operations to conserve travel dollars.
- B. Department Heads and Constitutional Officers have the sole authority to grant or deny requests for business travel and travel reimbursements.
- C. Business travel authorizations and reimbursement for Department Heads and members of the City Manager’s staff shall be made directly by the City Manager or designee. Employees under the direction of Department Heads and Constitutional Officers shall receive authorization and reimbursement approval from such officials.
- D. Business travel outside the continental United States is subject to approval of City Council. Written notice is to be given to the City Council by the City Manager or designee at least two weeks prior to the intended departure which shall list the purpose of the travel, the destination, members of the traveling group, duration of stay, costs and point of contact. Only where such prior notice is not possible because of unforeseen circumstances and for good cause, immediate written notice shall be provided to the City Council. For international travelers, the department head should require their awareness of the Foreign Corrupt Practices Act.
- E. The traveler shall submit an authorized request for out-of-town travel at a minimum of two weeks before departure. It is the responsibility of the traveler to submit a single Report of Travel/Training Expenses per trip with original authorized itemized receipts for charges no later than ten working days after conclusion of the trip. Items covered by the per diem do not require receipts.

- F. The traveler shall be responsible to the City for any fees, deposits and other travel expenses in the event the submitted expenses are not in compliance with these regulations. Where all or a portion of any such fees, deposits and expenses have been prepaid on behalf of the traveler, and the traveler is unable to attend, timely notification shall be given. If, through no fault of the traveler, it becomes impossible to attend the scheduled event because of illness, emergency, or other cause beyond the control of the traveler, or unforeseen business requirements associated with the traveler's position with the City, the traveler shall be excused from the repayment of any such fees, deposits and expenses.
- G. Failure to meet the requirements of this policy may be considered unsatisfactory work performance and may result in disciplinary action.
- H. Other administrative policies, including the prompt reporting of injuries, accidents, etc. are in force during travel.
- I. Travel expenses are public documents and must be able to sustain the test of public review. Prudent judgment is expected when planning and paying for travel. Standards of necessity must be met. The use of City Funds to accommodate personal comfort, convenience and taste is not permitted.

**V. GENERAL REQUIREMENTS:**

- A. Travel expenses may include necessary expenses associated with official City business. Allowable expenses may include travel, transportation, lodging, per diem meal allowance and other business expenses if not paid by any other organization. Original itemized receipts will be required except as expressly provided for within this policy.
- B. Employees may travel and have expenses provided as an officer, board member or presenter for professional organizations. Whenever possible, an effort to have the requesting organization reimburse a portion or all of the expenses involved is strongly encouraged. Employees may not request duplicate reimbursement from different funding sources.
- C. Approval for travel is not a blanket approval of all expenses incurred during travel. For example, the City will not pay the expenses of accompanying spouses or others, personal items, childcare, pet boarding, or other indirect expenses except as specifically provided in this policy.
- D. This policy is intended to be consistent with the following three Internal Revenue Service requirements:
  - 1) There must be a business connection and the expense must be reasonable.
  - 2) There must be a reasonable accounting for the expenses by the traveler.

- 3) All excess reimbursements must be repaid in a reasonable time.

## **VI. TRANSPORTATION:**

The mode of transportation should reflect the most practical, cost-effective and economical method based on the requirements of the travel to include the nature and urgency of the business, the number of authorized persons making the trip and the distance to be traveled. Receipts for City vehicles, rental vehicles and other related transportation expenses are required with the Daily Business – Travel Record & Mileage Report. All attempts must be made to obtain a City vehicle before using a privately-owned vehicle.

### **A. City Vehicles:**

- 1) For other than out-of-town travel, City vehicles should be used whenever possible for ground transportation to and from the destination subject to mileage concerns or other considerations.
- 2) Any expenses incurred in conjunction with the use of a City vehicle must be documented with a receipt.
- 3) Family members or other non-business riders are not permitted.

### **B. Privately Owned Vehicles:**

- 1) Use of an employee's privately owned vehicle may be authorized by a Department Head/Constitutional Officer if other means of transportation are not feasible or where the City's convenience is best served by this type of transportation. Employees electing to use their personal vehicle as a matter of convenience will be reimbursed for mileage at the applicable IRS published rate. : <https://www.irs.gov/tax-professionals/standard-mileage-rates>.
- 2) Reimbursement of private vehicle expenses is at the standard mileage rate for actual and necessary miles traveled, plus self-parking and tolls when documented by itemized receipts. The standard mileage rate will be posted on IRS website: <https://www.irs.gov/tax-professionals/standard-mileage-rates>.
- 3) For local travel within the City when travel is from home directly to the destination without going to the normal worksite, the number of miles to the normal worksite must be deducted from the reimbursement request.
- 4) No traveler shall be allowed either mileage or transportation expense when transported by another traveler who is entitled to mileage or transportation expense.

- 5) Any privately-owned vehicle used on City business must be insured to at least the minimum liability amounts required under the law of the state in which the vehicle is registered.

C. Rental Vehicles:

- 1) The use of a rental vehicle must be justified as an economical need and not a matter of personal convenience. Car rental charges will not be reimbursed if shuttle service is available and no business necessity exists for a rental vehicle. The City will not pay for the use of a rental car to accommodate family or non-business associates traveling with the employee. Non-City employees are not covered under the City's insurance policy. When traveling together, employees should share cars to minimize costs. Travelers must select the most economical rental vehicle contractor and type of vehicle available. A larger car may be selected only if it is available at the same rate as the compact, if it is the lowest class available, or if it is required to transport a group of City travelers.
- 2) City employees should not accept optional insurance for collision and comprehensive coverage offered by the car rental agency. The insurance carried by the City covers rental cars. An exception to purchasing the additional insurance would be when statutorily required to do so such as during the transport of prisoners. Please check with your Department Head/Constitutional Officer prior to renting a vehicle in the course of City business.
- 3) The traveler must ensure that the rental vehicle is refueled before returning the vehicle to the rental contractor to avoid costly refueling charges. The traveler should not enter into a "Fuel Agreement" or pay for fuel at the time of rental.
- 4) The traveler must submit original gasoline expense receipts, and the original rental car receipt as documentation with the Daily Business – Travel Record & Mileage Report.
- 5) No additional transportation charges such as taxicabs will be reimbursable during the time that a rental car is obtained.

D. Commercial Aircraft:

- 1) Aircraft may be used when this has been determined to be the most economical and feasible means of travel. When a trip is over 200 miles and air transportation is available, the feasibility of traveling by air should be considered.
- 2) Commercial air transportation rates should not exceed those for economy or coach class. The use of fares purchased in advance is encouraged for all travel.
- 3) If the cost of air travel is paid for personally by the traveler, a copy of the paid ticket or other itemized receipt must be provided for reimbursement.

- 4) Where an employee is averse to flying, this section is not to be construed as imposing the obligation to use aircraft travel. However, the travel reimbursement will be limited to the amount of the lowest standard economy commercial airfare available between the points of travel unless the selected method of travel results in a lower amount to be reimbursed. Reimbursement will not be made for any lodging or other costs en route related to the use of a privately-owned vehicle or other type of commercial carrier in this instance.

E. Parking:

Employees will be reimbursed for long-term airport parking rates only when leaving their vehicle while using air transportation. When using parking for other purposes or at other locations, only self-parking rates will be reimbursable.

F. Other:

Employees are encouraged to investigate travel by train since service is available out of Norfolk and Newport News. Employees are also encouraged to use any courtesy transportation available at the travel destination. Taxicabs and public conveyance are reimbursable when justified. Justifiable examples include: ferry fares, road and bridge tolls, bus fare, subway tolls, and parking charges. Original itemized receipts are required for reimbursement.

## VII. LODGING:

- A. Expenditures for lodging should meet business needs, be reasonable and offer good value. Lodging will be reimbursed for City employees only. If the room is also occupied by a person other than a City employee, reimbursement will be at the single occupancy rate.
- B. Itemized receipts are required for reimbursement.
- C. When attending a conference, a stay at the conference or convention hotel is encouraged to avoid transportation costs. If accommodations are not available, it shall be permissible to stay in lodging with comparable overall rates when taking into consideration any potential increase in transportation or other costs.
- D. Overnight accommodations are only reimbursable if they exceed 60 miles from the employee's normal worksite and if the employee is traveling on overnight travel.
- E. If an advance is requested, the Report of Travel Expense form should be used to request the advance. This form should also be completed prior to travel when travel expenses are expected to exceed \$1,000 approved by department heads and submitted to accounts payable to encumber funds. Upon completion of travel, a completed Report of Travel Form must be completed and

approved by the authorizing department head forwarding to the Finance Department for payment within 30 days of return.

## **VIII. MEALS**

- A. Daily Per Diem Allowance – the allowance for meals and incidentals (including tax and tip) is based on the federal Per Diem Rate Table currently effective as published by the General Services Association ([www.gsa.gov/perdiem](http://www.gsa.gov/perdiem)). To obtain this information, travelers are encouraged to utilize the Per Diem Calculator at <http://www.perdiemcalc.net/gsa/>. Using this method, receipts for meals or incidentals are not required. However, travelers do need to attach a copy of the Per Diem Calculator in effect for the period of travel.
- B. The City Purchasing Card may not be used for meals and incidentals covered by the per diem. Should the traveler inadvertently use the purchasing card for a meal, the per diem will be reduced by that amount.
- C. On the day of departure and the day of return, the traveler is entitled to a maximum of seventy-five (75%) percent of the per diem rate for that day or a lesser amount at the discretion of the Department Head or Constitutional Officer. Per diem rates are daily rates and there is no roll-over of per diem from one day to the next.
- D. No reimbursement will be made for meals included with a conference, seminar or registration fee or provided by third parties. Please use the Per Diem Calculator to notate conference-provided meals and calculate the related adjustment to the per diem rate. Reimbursement is allowable for those meals that are identified as “continental.”
- E. Registration at a banquet is considered an appropriate expense for a traveler when he/she is on the program of the function or is an official representative of the City.
- F. The City discourages the practice of requesting reimbursement for meals within the local travel area. Meals in the local region are only reimbursable if the individual is specifically authorized by the Department Head or Constitutional Officer. The business purpose and identification of those in attendance must be included with the receipt.
- G. The City will not reimburse the cost of alcoholic beverages.

## **IX. OTHER EXPENSES**

### **A. Miscellaneous/Incidentals**

- 1) A daily amount of \$5.00 for incidental expenses is included in the per diem rate for overnight travel. This included personal calls home, all tips (including tips for maids, porters, bell hops,

skycaps, and taxi drivers), laundry charges and all other gratuities. Incidental charges cannot be itemized and charged to the City.

B. Communications:

- 1) A personal telephone call home is considered an incidental expense. Personal telephone calls home cannot be itemized and charge to the City.
- 2) Reasonable business-related postage, telephone, fax or internet connection charges are reimbursable with proper justification for necessary business use and require receipt for reimbursement. Please attach proper justification to the Report of Travel/Training Expenses if requesting reimbursement.

C. Registration:

- 1) Registration fees should be paid by the City as far in advance as possible to avoid additional charges or penalties. Department-approved registration fee payment requests are to be submitted to the Department of Finance on a voucher no later than two weeks prior to the conference. Employees may be reimbursed for approved registration fees paid out-of-pocket with the submission of a receipt. Fees for professionally-oriented field trips or other special events sponsored by a conference or seminar may be included with the registration. Optional entertainment events will not be reimbursed.

**X. NON-REIMBURSABLE EXPENSES:**

A. Personal expenses will not be reimbursed by the City. Examples include, but not limited to:

- 1) Alcoholic beverages
- 2) Barber or salon services
- 3) Personal entertainment such as movies, cable fees, theater, health clubs, night clubs, or bowling.
- 4) Personal toiletry articles, medicines or other personal items
- 5) Loss of funds or loss/damage to personal belongings
- 6) Passports, money orders, travelers' checks
- 7) Personal postage, reading materials, personal sight-seeing, shopping
- 8) Non-business telephone calls
- 9) Childcare or pet care costs
- 10) Parking or moving violation fines, bail or legal fees
- 11) Donations
- 12) Medical expenses
- 13) Personal vehicle repairs or towing
- 14) ATM or banking service fees
- 15) Luxury upgrades

- 16) Candy, gum, cough drops
- 17) Expenses for children, spouses and companions
- 18) All expenses related to the personal negligence of the traveler (e.g. fines, services to gain entry to a locked vehicle, etc.)

**XI. OTHER:**

- A. It is possible that circumstances could require a traveler to remain absent overnight when the original travel plans indicated otherwise or could require a change in mode or schedule of travel. In such cases, the traveler will notify his/her Department Head or Constitutional Officer as soon as possible. The expense voucher submitted upon return must note any revisions with an explanation.
- B. When an employee/traveler is reimbursed or is to be reimbursed for any expense of travel by other than the City, or when any expense of travel is without charge to the City, the employee/traveler shall not make claim for such expense to the City.
- C. When a spouse accompanies a traveler on an official business trip, the City will provide reimbursement for only those expenses which the traveler would normally incur if traveling alone.
- D. When traveling out of the country, it is the responsibility of the traveler to provide contemporaneous documentation of the conversion rates when submitting their Report of Travel/Training Expenses. This information is available from the traveler's credit card statement.
- E. All travel by City Council members shall be funded directly through the travel portion of their operating budget, with the exception of travel allowances provided by regional organizations.
- F. Employees submitting travel reimbursement requests for local travel consisting of mileage, parking and/or tolls will do so on a frequency of no less than monthly. Such travel reimbursement requests are due within ten days of the end of the month for which they apply.



Office of the City Manager  
Amanda C. Jarratt

December 8, 2020

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Health Insurance Premiums

**Background Information**

As a follow up to a retreat item, please find attached a recommendation and the associated costs should Franklin City Council authorize additional contributions toward the premiums of those with the Employee Plus 1 and Employee Family plans. This has long been a deterrent for recruitment and retention of employees to the City of Franklin. We have a large number of positions throughout the City that need to be filled and hope that this will assist in our recruitment efforts.

As demonstrated by the chart below the City of Franklin is well behind other municipalities with regards to their contributions toward Employee Plus One and Employee Family.

Jurisdiction		Employer Contribution Percentage			
		Single	Emp/Child	Emp/Spouse	Family
Town of Blacksburg		94.0%	70.0%	70.0%	70.0%
Rockingham County		100.0%	73.0%	73.0%	73.0%
City of Lynchburg		95.0%	91.0%	91.0%	68.0%
City of Winchester	1000 Plan	100.0%	88.0%	88.0%	77.0%
City of Winchester	500 Plan	96.0%	84.0%	84.0%	74.0%
Town of Lovettsville		100.0%	85.0%	85.0%	80.0%
Town of Vinton	1000 Plan	100.0%	85.0%	85.0%	66.0%
Town of Vinton	500 Plan	95.0%	82.0%	82.0%	63.0%
City of Martinsville	HD Plan Only	74.7%	34.0%	35.6%	22.6%
City of Martinsville	The City contributes a flat \$384.38 regardless of plan selected				
King & Queen County		100.0%	60.5%	60.5%	60.5%
Town of Culpeper	250 Plan	95.0%	70.0%	70.0%	65.0%
Town of Culpeper	500 Plan	95.0%	75.0%	75.0%	70.0%
Town of Culpeper	HD Plan	100.0%	85.0%	85.0%	80.0%
Town of Amherst	Key Adv Expanded	100.0%	54.0%	54.0%	37.0%
New Kent County	250 Plan	93.5%	69.2%	69.2%	57.8%
New Kent County	500 Plan	100.0%	69.2%	69.2%	57.8%
New Kent County	HD Plan	100.0%	67.9%	67.9%	55.9%
City of Franklin	1000 Plan	87.0%	60.0%	60.0%	50.0%
City of Franklin	HD plan	100.0%	70.0%	70.0%	57.0%
City of Franklin	Optima	91.0%	63.0%	63.0%	52.0%

Staff has provided you the project impacts should you increase the contribution for these two categories for the remainder of the fiscal year for the existing employees. The decreased deductions would begin with the January payroll.

**Needed Action**

Authorize staff to begin contributing 70% of the premium to those individuals on the Employee Plus 1, and Employee Family plans effective with the January deductions through the remainder of fiscal year 2021.

Health Insurance Monthly Rates 2020-2021			
	Premium	Emp	City
1000 Prev	808.00	92.00	716.00
1000 Prev +1	1495.00	575.00	920.00
1000 Prev Fam	2182.00	1079.00	1103.00
1000 Comp	825.00	109.00	716.00
1000 Comp +1	1525.00	605.00	920.00
1000 Comp Fam	2226.00	1123.00	1103.00
HDHP Prev	696.00	0.00	696.00
HDHP Prev +1	1288.00	368.00	920.00
HDHP Prev Fam	1879.00	776.00	1103.00
HDHP Comp	713.00	0.00	713.00
HDHP Comp +1	1320.00	400.00	920.00
HDHP Comp Fam	1926.00	823.00	1103.00
Optima Emp	786.00	70.00	716.00
Optima Emp +1	1454.00	534.00	920.00
Optima Family	2106.00	1003.00	1103.00

65% of Premium					
City	City Diff	Emp	Emp Diff	# employees	5 months
971.75	51.75	523.25	51.75	1	258.75
1418.3	315.30	763.70	315.30	0	0
991.25	71.25	533.75	71.25	7	2493.75
1446.9	343.90	779.10	343.90	7	12036.5
920	0.00	368.00	0.00	0	0
1221.35	118.35	657.65	118.35	2	1183.5
920	0.00	400.00	0.00	2	0
1251.9	148.90	674.10	148.90	0	0
943.1	25.10	508.90	25.10	3	376.5
1368.9	265.90	737.10	265.90	3	3988.5
				Cost of Increase	20078.75

Health Insurance Monthly Rates 2020-2021			
	Premium	Emp	City
1000 Prev	808.00	92.00	716.00
1000 Prev +1	1495.00	575.00	920.00
1000 Prev Fam	2182.00	1079.00	1103.00
1000 Comp	825.00	109.00	716.00
1000 Comp +1	1525.00	605.00	920.00
1000 Comp Fam	2226.00	1123.00	1103.00
HDHP Prev	696.00	0.00	696.00
HDHP Prev +1	1288.00	368.00	920.00
HDHP Prev Fam	1879.00	776.00	1103.00
HDHP Comp	713.00	0.00	713.00
HDHP Comp +1	1320.00	400.00	920.00
HDHP Comp Fam	1926.00	823.00	1103.00
Optima Emp	786.00	70.00	716.00
Optima Emp +1	1454.00	534.00	920.00
Optima Family	2106.00	1003.00	1103.00

70% of Premium					
City	City Diff	Emp	Emp Diff	# employees	5 months
1046.5	126.50	448.50	126.50	1	632.5
1527.4	424.40	654.60	424.40	0	0
1067.5	147.50	457.50	147.50	7	5162.5
1558.2	455.20	667.80	455.20	7	15932
920	0.00	368.00	0.00	0	0
1315.3	212.30	563.70	212.30	2	2123
924	4.00	396.00	4.00	2	40
1348.2	245.20	577.80	245.20	0	0
1017.8	97.80	436.20	97.80	3	1467
1474.2	371.20	631.80	371.20	3	5548
Total Cost of Increase					30297.5



Office of  
**THE COMMISSIONER OF THE REVENUE**  
207 West Second Avenue  
Franklin, Virginia 23851  
(757) 562-8547  
Fax (757) 569-0964

**TO:** Amanda C. Jarratt  
City Manager

**FROM:** Brenda B. Rickman, MCR *Brenda B. Rickman*  
Commissioner of the Revenue

**DATE:** December 9, 2020

**SUBJECT:** 2020 Board of Equalization Hearings

The Board of Equalization was trained via Webinar by the Department of Taxation on October 8, 2020 that was 4 ½ hours long. Since all of our board members were new to the process, we offered additional training using our maps and assessors' records prior to the hearings. The board held hearings that were advertised and open to the public in the City Hall Council Chambers on November 2, 4, 5 and 9, 2020.

There were 10 appointments which included 15 parcels. We did not have any "no shows".

The Board of Equalization made 4 changes to the 2020-2021 General Reassessment; 1 was residential and 3 were commercial properties. The total values changed are as follows:

\$157,700 - reduction in commercial  
\$ 1,200 - reduction in residential

There were no increases in value for commercial or residential.

The 2020 Board of Equalization has completed their hearings and all Notices of Change have been mailed and the City Treasurer notified.

I would like to thank Mr. Sion A. Carr, III, Chairman, Ms. Peggy R. Scott, Secretary, Ms. Micah N. Dillon and Mr. Ronald L. Rusnak, Alternate for their service to the City of Franklin. Also, Betty Tarkington the Real Estate Clerk, who works closely with the board during the hearing process.



*Office of the City Manager  
Amanda C. Jarratt*

December 9, 2020

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Crime Line Informational Presentation

**Background Information**

Tommy Potter currently serves as the President of the Virginia Crime Line Association. In this role one of his duties is to educate and promote crime line programs across the Commonwealth. He will provide City Council with a brief presentation on the program on a local, regional and state level.

**Needed Action**

None at this time.

# *Virginia Crime Stoppers Association, Inc.*



Tommy Potter

President, Virginia Crime Stoppers Association

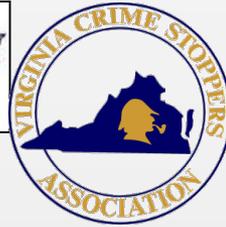
Crime Line Coordinator; Isle of Wight/Smithfield/ Windsor

Greater Hampton Roads Regional Crime Line

Over 20 years in Law Enforcement

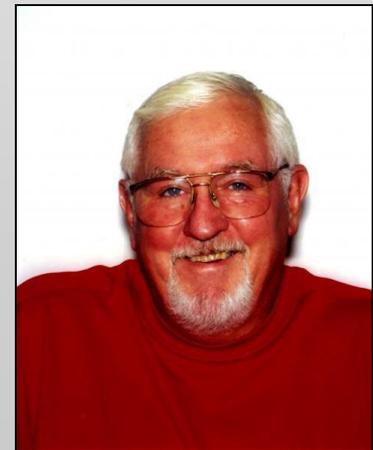


# *Understanding Crime Stoppers*

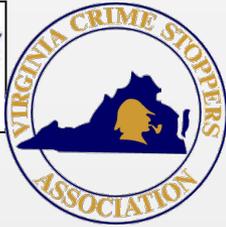


## *How did C / S start?*

- 1976 unsolved robbery/murder convenience store clerk in Albuquerque
- Detective Greg MacAleese got an idea
- Police as actors in re-enactment
- 1 call - 1 arrest
  - Aired at 10 PM; arrest at 8 AM



# Understanding Crime Stoppers



## What is Crime Stoppers?

- A local community based, community run program that joins



**Media**

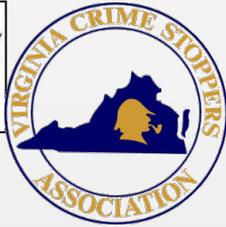
**Citizens**



**Law Enforcement**



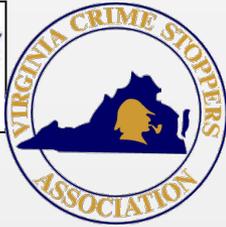
# *Understanding Crime Stoppers*



## *Basic principle...*

- A non-threatening, risk free way for citizens to help law enforcement
- Cash rewards
- Anonymity

# *Understanding Crime Stoppers*



## *What's in a Name??*

- Crime Stoppers, Crime Line, Crime Solvers and Silent Witness mean the same
  - Programs that pay cash rewards up to \$5,000 for info that help the police

# Understanding Crime Stoppers

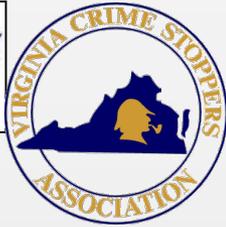


## What is it not?



- Not a crime prevention program
  - Neighborhood Watch, TRIAD, **D.A.R.E.** © , CPTED
- C/S is reactive – not proactive

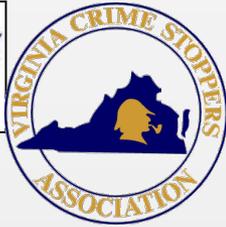
# *Understanding Crime Stoppers*



## *What does it do?*

- Helps law enforcement fight crime by:
  - ❑ Identifying criminals
  - ❑ Locating fugitives
  - ❑ Recovering stolen property
  - ❑ Seizing illegal drugs
  - ❑ Identifying unknown crimes

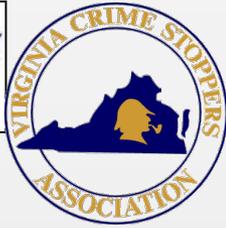
# *Understanding Crime Stoppers*



## *In a nutshell...how does it work??*

- Anonymous citizens call a telephone tips line with information
  - SMS text, web based portal, or email
- Callers given ID # by call taker
  - Dispatchers, commercial service
- Tip investigated by L.E.
- Arrest made
- Reward paid

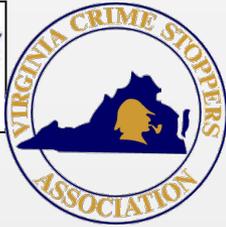
# *Understanding Crime Stoppers*



## *Role of Law Enforcement...*

- Create / release “*Crime of the Week*” to media
- Receive tips
- Investigate tips
- Make arrests, etc.
- Liaison with C / S Board
- Maintain C / S tip records for civilian board

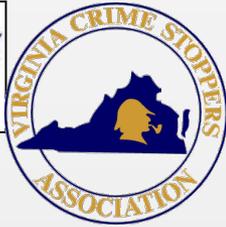
# *Understanding Crime Stoppers*



## *Role of the Media...*

- Publicize “C.O.T.W.”
- Publicize wanted criminals
- Assist in contacting callers

# *Understanding Crime Stoppers*



## *So...how BIG is it?*

- 1000+programs in every state, Canada, U.K., Netherlands, Australia, Western Pacific Islands, Caribbean, and others
- First program in Virginia - Fairfax Co. 1978
- 56 programs in Virginia

# *Crime Stoppers Operations*



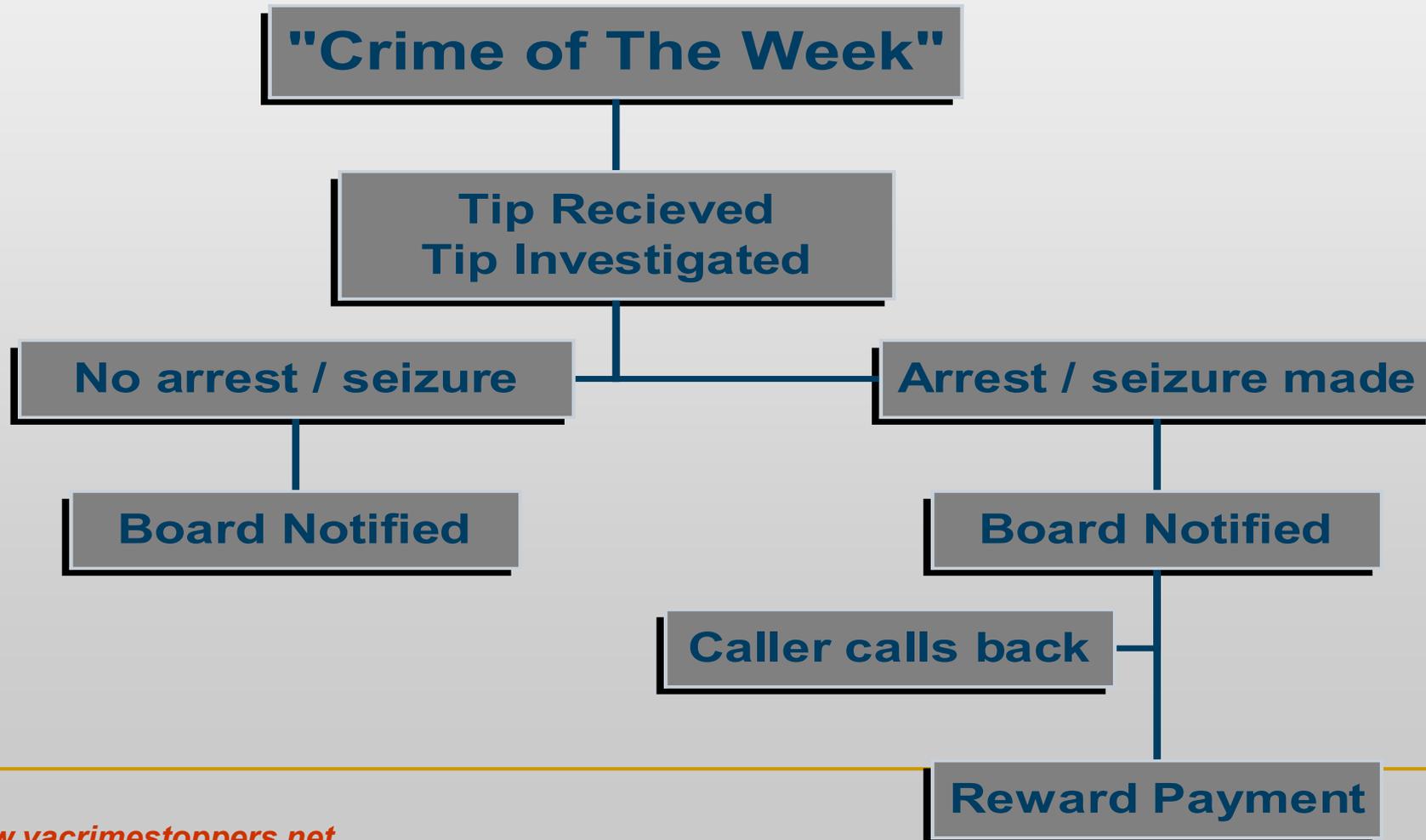
## *Where do C/S cases originate?*

- Unsolved crimes
  - No viable investigatory leads
- High profile cases
- Wanted criminals

# Crime Stoppers Operations



## Typical case progression



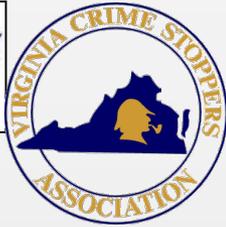
# *Crime Stoppers Operations*



## *important points !*

- Tips line *must never* be recorded, traced or caller I.D. used
- Tip line should be answered 24-hrs a day
- All efforts possible used to maintain anonymity of web & text messaging

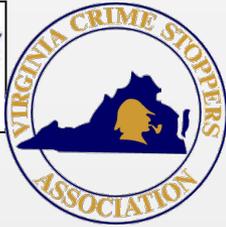
# *Crime Stoppers Operations*



## *Legal Issues*

- C/S records **MUST** be kept physically separate from L.E. investigatory files
  - Unique letterhead
  - Not property of L.E. agency

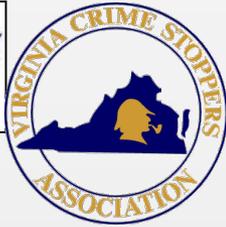
# *Crime Stoppers Operations*



## *Legal Issues...*

- **§ 15.2-1713.1** Local "Crime Stoppers" programs; confidentiality
  - CS Defined
  - Tipster anonymity protected

# *Crime Stoppers Operations*



## *Legal Issues...*

- Law enforcement must protect tipsters
  - § 2.2-3706. Disclosure of criminal records; limitations.
    - “Freedom of Information” Act (FOIA)



*Office of the City Manager  
Amanda C. Jarratt*

December 9, 2020

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: CARES Act Projects – Round 2

**Background Information**

Please find attached the proposed CARES Act projects utilizing the second round of funding provided to the City of Franklin. These purchases will provide us with necessary equipment to respond to the ongoing pandemic as well as be used for future emergencies that the City of Franklin may experience.

Please also note the request from the Registrar for those individuals that worked the polls on Election Day. The one time payment will come from a grant from the Center for Tech and Civic Life. This is a permissible use of the funds with the approval of City Council.

**Needed Action**

Authorize the requested CARES Act projects as presented.

# Franklin Fire and Rescue



100 South Main Street • Franklin, Virginia 23851  
Office (757) 562-8582 • Fax (757) 562-8592 • Cell (757) 651-8228  
Email: [vfrancis@franklinva.com](mailto:vfrancis@franklinva.com)

December 7, 2020

Amanda C. Jarratt  
City Manager  
207 W Second Ave  
Franklin, VA 23851

Re: Second Round CARES ACT

Dear Mrs. Jarratt,

The City has received a second round of CARES ACT Funds from the State to aide in our COVID-19 response. I have been working with Department Heads in obtaining additional equipment needed to assist with their response and the estimated cost. Attached is a prioritized list of items that will enhance our City's response and help protect our employees as well as the citizens we serve.

Respectfully,

A handwritten signature in black ink, appearing to read "V. Francis III", written over a horizontal line.

Vernie W. Francis III  
Chief of Emergency Services

Department	Item/Equipment	Cost Per Unit	Quantity	Actual Cost	Remaining Total
Public Works					
	Access Control	17,460.42	1		\$17,460.42
Human Resources					
	Electronic Applicant System	\$10,500.00	1		\$10,500.00
Franklin Police Dept					
	Portable Dispatch Center	\$92,842.46	1		\$92,842.46
	Communications Trailer	\$61,500.00	1		\$61,500.00
	Internet Connectivity Redundancy	\$32,013.26	1		\$32,013.26
	Isolation Transport Van	\$66,024.47	1		\$66,024.47
Fire Dept.					
	Remodel FD Bunk Rooms	\$45,000.00	1		\$45,000.00
	PPE (N95, Gowns, Shields) & Disinfectant Supplies for City Operation	\$30,000.00			\$30,000.00
	Power & Shower Shelter Operation				
	Portable ADA Restroom/Shower Trailer	\$61,900.00	2		\$123,800.00
	Generator for P & S Trailer	\$1,500.00	2		\$3,000.00
	FF/EMS PPE Gear	\$80,000.00	40		\$80,000.00
	Generator Hookup for P & S at Armory				
	Field House	\$25,000.00	1		\$25,000.00
	HVFD Respiratory Protection	\$8,000.00	5		\$40,000.00
	City of Franklin Health Equity Program	\$40,000.00			\$40,000.00
<b>Total:</b>					<b>\$667,140.61</b>



*Office of Voter Registration & Elections*

To: Amanda Jarratt, City Manager

From: Jennifer Maynard, Dir. of Elections/GR 

Date: December 8, 2020

RE: Hazard Pay Stipend for Pollworkers

On October 20, 2020, the City of Franklin was awarded \$7,837.50 in grant funds by the Center for Tech and Civic Life (CTCL). CTCL is a 501(c)(3) nonprofit organization which received a \$250,000,000 contribution to help local election officials safely administer the November 2020 election while dealing with the COVID-19 pandemic. The grant funds were meant to ensure election offices had adequate staffing, training, and equipment.

Having adequate staffing on Election Day was a major concern because without pollworkers, there would be no election. Most of our pollworkers are in the high-risk category and some chose not to work in May, June, or November because of the pandemic for fear of their own safety or that of their loved ones. We were thankfully able to recruit enough pollworkers to have a safe election, while ensuring every eligible vote was counted. It was our neighbors' devotion to democracy that made this possible.

The CTCL grant specifically states that hazard pay is an acceptable expense for pollworkers, therefore I am respectfully requesting that **\$162.71** be paid to each pollworker who served during the November 3, 2020 election cycle, a total of **\$7,647.37** (see attached). I would ask that you consider recommending such to the City Council.



CENTER FOR  
TECH AND  
CIVIC LIFE

October 20, 2020

Franklin City, Virginia

City Manager

P.O. Box 42

Franklin, VA 23851

Dear Amanda Jarratt,

I am pleased to inform you that based on and in reliance upon the information and materials provided by Franklin City, the Center for Tech and Civic Life ("CTCL"), a nonprofit organization tax-exempt under Internal Revenue Code ("IRC") section 501(c)(3), has decided to award a grant to support the work of Franklin City ("Grantee").

The following is a description of the grant:

**AMOUNT OF GRANT: \$7,837.50 USD**

**PURPOSE:** The grant funds must be used exclusively for the public purpose of planning and operationalizing safe and secure election administration in Franklin City in 2020 ("Purpose").

Before CTCL transmits these funds to Grantee, CTCL requires that Grantee review and sign this agreement ("Grant Agreement") and agree to use the grant funds in compliance with the Grant Agreement and with United States tax laws and the laws and regulations of your state and jurisdiction ("Applicable Laws"). Specifically, by signing this letter Grantee certifies and agrees to the following:

1. Grantee is a local government unit or political subdivision within the meaning of IRC section 170(c)(1).
2. This grant shall be used only for the Purpose described above, and for no other purposes.

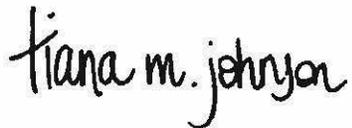
3. Grantee has indicated that the amount of the grant shall be expended on the following specific election administration needs: Ballot drop boxes, Non-partisan voter education, Personal protective equipment (PPE) for staff, poll workers, or voters, Poll worker recruitment funds, hazard pay, and/or training expenses, Temporary staffing, Vote-by-mail/Absentee voting equipment or supplies, and Election administration equipment. Grantee may allocate grant funds among those needs, or to other public purposes listed in the grant application, without further notice to or permission of CTCL.
4. Grantee shall not use any part of this grant to make a grant to another organization, except in the case where the organization is a local government unit or political subdivision within the meaning of IRC section 170(c)(1) or a nonprofit organization tax-exempt under IRC section 501(c)(3), and the subgrant is intended to accomplish the Purpose of this grant. Grantee shall take reasonable steps to ensure that any such subgrant is used in a manner consistent with the terms and conditions of this Grant Agreement, including requiring that subgrantee agrees in writing to comply with the terms and conditions of this Grant Agreement.
5. The grant project period of June 15, 2020 through December 31, 2020 represents the dates between which covered costs may be applied to the grant. The Grantee shall expend the amount of this grant for the Purpose by December 31, 2020.
6. Grantee is authorized to receive this grant from CTCL and certifies that (a) the receipt of these grant funds does not violate any Applicable Laws, and (b) Grantee has taken all required, reasonable and necessary steps to receive, accept and expend the grant in accordance with the Purpose and Applicable Law.
7. The Grantee shall produce a brief report explaining and documenting how grant funds have been expended in support of the activities described in paragraph 3. This report shall be sent to CTCL no later than January 31, 2021 in a format approved by CTCL and shall include with the report a signed certification by Grantee that it has complied with all terms and conditions of this Grant Agreement.
8. This grant may not supplant previously appropriated funds. The Grantee shall not reduce the budget of the General Registrar ("the Election Department") or fail to appropriate or provide previously budgeted funds to the Election Department for the term of this grant. Any amount supplanted, reduced or not provided in contravention of this paragraph shall be repaid to CTCL up to the total amount of this grant.
9. CTCL may discontinue, modify, withhold part of, or ask for the return all or part of the grant funds if it determines, in its sole judgment, that (a) any of the above terms and conditions of this grant have not been met, or (b) CTCL is required to do so to comply with applicable laws or regulations.
10. The grant project period of June 15, 2020 through December 31, 2020 represents the dates between which covered costs for the Purpose may be applied to the grant.



Your acceptance of and agreement to these terms and conditions and this Grant Agreement is indicated by your signature below on behalf of Grantee. Please have an authorized representative of Grantee sign below, and return a scanned copy of this letter to us by email at [grants@techandcivicliflife.org](mailto:grants@techandcivicliflife.org).

On behalf of CTCL, I extend my best wishes in your work.

Sincerely,



Tiana Epps Johnson

Executive Director

Center for Tech and Civic Life



CENTER FOR TECH & CIVIC LIFE  
233 N. MICHIGAN AVE., SUITE 1800  
CHICAGO, IL 60601  
[HELLO@TECHANDCIVICLIFE.ORG](mailto:HELLO@TECHANDCIVICLIFE.ORG)

GRANTEE

By: Amanda C. Gavett

Title: City Manager

Date: 10/30/2020



**Officers of Election****Election Day**

Susan Kaplan	\$162.71
Bonnie Widner	\$162.71
Mary Insull	\$162.71
Kevin Insull	\$162.71
Paul Kaplan	\$162.71
Yvonne Whitehead	\$162.71
Jeanette Austin	\$162.71
Britton Culpepper	\$162.71
Jo Culpepper	\$162.71
John Rabil	\$162.71
Barbara Ray	\$162.71
Kirstyn Andrew	\$162.71
James Fowler	\$162.71
Angela Adams	\$162.71
Raquel Jones	\$162.71
Pat Ballard	\$162.71
Nancy Harrell	\$162.71
Rita Earls	\$162.71
Kristie Todd	\$162.71
Peggy Darden	\$162.71
Vicky Dixon	\$162.71
Connie House	\$162.71
Cynthia Walloe	\$162.71
Linda Byrse	\$162.71
Ray Morings	\$162.71
Millie Allmond	\$162.71
William Allmond	\$162.71
Margie Bailey	\$162.71
Monica Joyner	\$162.71
Charles Haskins	\$162.71
Judy Wyse	\$162.71
Gary Wyse	\$162.71
Brenda Jones	\$162.71
Gladys Barham	\$162.71
David Martin	\$162.71
Maryona Carr	\$162.71
Rickaya Sykes	\$162.71
Tina Martin	\$162.71
Sharon Watson	\$162.71
Welton Deshields	\$162.71
Lottie Deshields	\$162.71
Brenda Peterson	\$162.71
Elizabeth Bernhard	\$162.71
Henri Porter	\$162.71
Elaine Wiley	\$162.71
Dan Fowler	\$162.71
Nelle Hyatt	\$162.71
	<u>\$7,647.37</u>



*Office of the City Manager  
Amanda C. Jarratt*

December 8, 2020

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Fire Department Staffing

**Background Information**

As was discussed at the retreat increased staffing of Franklin Fire and Rescue will be required over the next few years. There are several options available to the City of Franklin however, due to grant timelines and budget preparation it is essential to receive guidance from Council now. Please see the attached memo from Chief Francis.

**Needed Action**

Provide guidance to staff on how to proceed with adequately staffing the Fire Department as we prepare for FY22.

# Franklin Fire and Rescue



100 South Main Street • Franklin, Virginia 23851  
Office (757) 562-8582 • Fax (757) 562-8592 • Cell (757) 651-8228  
Email: [vfrancis@franklinva.com](mailto:vfrancis@franklinva.com)

November 16, 2020

Amanda C. Jarratt  
City Manager  
207 W Second Ave  
Franklin, VA 23851

Re: Staffing Increase

Dear Mrs. Jarratt,

I have completed my first year as Chief of Emergency Services and my 13<sup>th</sup> year with Franklin Fire & Rescue. This year has been unprecedented and full of challenges for our citizens and government. I truly believe if we continue to prepare for and be proactive there is nothing we cannot accomplish. I have evaluated the overall effectiveness of Franklin Fire & Rescue's operation and I have determined we are beginning to see staffing challenges. Due to the increase demand for an engine response on high priority, emergency medical services (EMS) calls, and a significant reduction in volunteerism. We are having challenges meeting the National Fire Protection Association (NFPA) Standard 1720, Staffing and Response.

The last staffing increase we received was in 2012, we added an additional nine Firemen. With ten years almost around the corner, I feel we need to begin preparing for increasing staffing levels. To meet our future needs and stay compliant with NFPA 1720, we need to add an additional 12 Firemen.

We have several options to consider:

- Adding 3 additional Firemen for the next four years
- Adding 6 additional Firemen every two years
- Adding 12 additional Firemen
- Applying for a SAFER Grant and if awarded adding all 12 Firemen.

The objectives of the SAFER grant program are to assist local fire departments with staffing and deployment capabilities to respond to emergencies and assure that communities have adequate protection from fire and fire-related hazards. Local fire departments accomplish this by improving staffing and deployment capabilities, so they may more effectively and safely respond to emergencies. With enhanced staffing levels, recipients should experience a reduction in response times and an increase in the number of trained personnel assembled at the incident scene.

I feel that adding additional 3 per year would be the best approach to meet the Departments need, and apply for the SAFER grant as a supplemental funding source.

I would like to thank you in advance for your consideration. Please let me know if you have any concerns or questions.

Respectfully,

Vernie W. Francis III  
Chief of Emergency Services

SAFER grants provide funding directly to fire departments and volunteer firefighter interest organizations to help them increase or maintain the number of trained, "front line" firefighters available in their communities. The goal of SAFER is to enhance local fire departments' abilities to comply with staffing, response and operational standards established by the NFPA (NFPA 1710 and/or NFPA 1720).

Cost Share (Waiver Available) Under the SAFER Hiring of Firefighters Activity, grant recipients are required to contribute a Cost Share toward the actual cost of hiring firefighters under this program. The Federal portion of the costs of hiring firefighters under this grant may not exceed:

- 75 percent of the actual costs incurred in each of the first and second years of the grant; and
- 35 percent of the actual costs incurred in the third year of the grant.

Therefore, the recipient is required to contribute at least the following in non-Federal funds:

- 25 percent of the actual costs incurred in each of the first and second years of the grant; and
- 65 percent of the actual costs incurred in the third year of the grant.

A Cost Share of non-federal cash is the only allowable recipient contribution. Grant recipients can apply to waive this requirement.



*Office of the City Manager  
Amanda C. Jarratt*

December 10, 2020

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: City Manager's Report

### **General Updates**

- The COVID-19 cases in the City of Franklin continue to increase. Precautions remain in place and we ask that all citizens continue to follow the recommendations of the Virginia Department of Health and Center for Disease Control.
- City offices will be closed on Thursday December 24, and remain closed on Friday December 25, 2020 in observance of the Christmas holiday. Trash collection that was scheduled for Thursday December 24<sup>th</sup> will be collected on Monday December 28<sup>th</sup>. Trash collection that was scheduled for Friday December 25<sup>th</sup> will be collected on Tuesday December 29<sup>th</sup>.
- City offices will be closed on Friday January 1, 2021 for New Year's Day. Friday's trash route will be collected on Monday January 4<sup>th</sup>.

### **Community Events**

- The Franklin Experience coordinated a 25-foot mega tree, is located at the Farmers' Market, and provides 15-20-minute light shows every Friday, Saturday, and Sunday evenings up to Christmas Eve. The week of Christmas the shows will run every night through December 24<sup>th</sup>.



*Amanda C. Jarratt*  
*City Manager*

December 7, 2020

To Whom it May Concern:

Reference: COVID-19 Municipal Utility Relief Program to Assist Customers

The City of Franklin has been awarded federal Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funds to assist municipal utility customers experiencing economic hardship due to the COVID-19 pandemic. These funds can be used to pay the full amount of arrearages owed by eligible customers for arrearages owed from March 1, 2020 through the current time period. The one-time payment excludes payments for late fees, penalties, interest and garbage related fees.

All municipal customers with overdue utility bills should complete the enclosed Customer Intake Form which includes a certification that you have been negatively impacted by the COVID-19 pandemic.

**All applications have to be received by December 30<sup>th</sup>** which is a very tight time frame. We want to help as many utility customers as possible and ask that you assist us by completing and submitting the form as quickly as possible. Please complete the enclosed form and return to the Utility Customer Service Department at 207 West 2<sup>nd</sup> Avenue, Franklin, VA 23851. In order to have a complete form, you will need to contact Utility Customer Service at (757)516-1001 to obtain the dollar amount for Item #3 on the enclosed form. Submission of an application does not guarantee any or all of a customer's account arrearages will be offset by CARES Utility Relief Funds.

We want to provide this much needed relief to our customers during this difficult time and appreciate your cooperation in completing the required forms.

Best regards,

Amanda C. Jarratt

City Manager



# CITY OF FRANKLIN COVID-19 UTILITY RELIEF PROGRAM

## Utility Arrearage Assistance Customer Intake Form

### GENERAL INFORMATION

1. Customer Number: \_\_\_\_\_
2. Account Number of the Customer Utility Bill: \_\_\_\_\_
3. Total Arrearage from March 1, 2020-December 30, 2020 that is due (Provided by City of Franklin with statement demonstrating amount attached): \_\_\_\_\_
4. Street Address (where utility service is provided): \_\_\_\_\_
5. City or County (where utility service is provided): \_\_\_\_\_
6. State (where utility service is provided): \_\_\_\_\_
7. ZIP Code (where utility service is provided): \_\_\_\_\_
8. Customer Phone Number: \_\_\_\_\_
9. Customer Type: \_\_\_\_\_ Residential \_\_\_\_\_ Commercial

### RESIDENTIAL CUSTOMERS COMPLETE THIS SECTION

1. Name of Residential Account Holder: \_\_\_\_\_  
First M.I. Last
2. For residential customers: place mark beside the applicable cause of economic hardship if you or a person in your household has experienced a loss of income due to the COVID-19 pandemic (check all that apply):  
 been laid off;  
 place of employment has closed;  
 have experienced a reduction in hours of work;  
 must stay home to care for children due to closure of day care and/or school;  
 lost child or spousal support;  
 not been able to work or missed hours due to contracting COVID-19;  
 unable to find work due to COVID-19;  
 unwilling/unable to participate in previous employment due to high risk of illness from COVID-19  
 other (describe) \_\_\_\_\_

### COMMERCIAL CUSTOMERS COMPLETE THIS SECTION

1. Name of Non-Residential Account Holder: \_\_\_\_\_
2. Property Name: \_\_\_\_\_
3. Is the utility fee arrearage due to economic hardship experienced by the customer as a result of the COVID-19 pandemic? (Check Y/N)  
 YES (Eligible for relief; provide explanation below)  
 NO (Not eligible for relief)
4. Provide an explanation of the COVID-19 related economic hardship:  
\_\_\_\_\_  
\_\_\_\_\_

