



**Franklin City Council Agenda
March 14, 2022
Council Chambers
207 West Second Avenue
Franklin, Virginia 23851**

**6:00 P.M.
FY 23 Budget Work Session**

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

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

1. CONSENT AGENDA:

- A. Approval of February 14, 2022 minutes
- B. Introduction of New Employees

2. FINANCIAL MATTERS

- A. Budget Amendment 2022-15- and 2022-16

3. OLD/ NEW BUSINESS:

- A. Adoption of State of Emergency
- B. 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, and discussion of performance of employees of the public body to discuss the following subject or subjects: Franklin Redevelopment and Housing Authority Board of Commissioners, Industrial Development Authority, Board of Zoning Appeals, Southeastern VASAP-Virginia Alcohol Safety Action Program and

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, Downtown Franklin, and Franklin Regional Airport.

2.2-3711-A-7, Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body specifically regarding, health insurance of a City retiree, and Sanford vs. City of Franklin.

Motion Upon Returning to Open Session- I move that the City of Franklin, Virginia City Council 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 March 14, 2022; (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

MINUTES FROM THE FEBRUARY 14, 2022 REGULAR CITY COUNCIL MEETING

The Franklin City Council held a regular City Council meeting on February 14, 2022 at 7:00 p.m. in the City Council Chambers located at 207 West Second Avenue, Franklin, Virginia 23851.

Council Members in Attendance: Frank Rabil, Mayor; Robert (Bobby) Cutchins, Vice-Mayor; Councilman Linwood Johnson; Councilwoman Wynndolyn Copeland; Councilman Ray Smith and Councilman Gregory McLemore

Staff in Attendance: Amanda Jarratt, City Manager and A'Risha Jones, Executive Assistant, recording minutes.

Other Staff in Attendance: Steve Patterson, Chief of Franklin City Police; Vernie Francis, III, Chief of Emergency Services; Dinah Babb, City Treasurer; Selenia Boone, Commissioner of the Revenue; Sarah Rexrode, Director of Social Services; and Tracy Spence, Director of Finance

Call to Order

Mayor Frank Rabil called the February 14, 2022 City Council meeting to order at 7:00 p.m.

Citizen's Time

1st Speaker

Mr. Eric Banks, resides at 336 Robinhood Rd., Franklin, Virginia; Mr. Banks expressed his concerns regarding how meters are checked and concerns regarding his utility bill.

2nd Speaker

Mrs. Pearly Banks, resides at 336 Robinhood Rd., Franklin, Virginia; Mrs. Banks expressed her concerns regarding redistricting and why there were no African Americans on the Redistricting Committee. She added she felt that the Franklin City Council was sending a message to the African Americans of the community that they are not educated enough to represent a seat on the Redistricting Committee.

Amendments to Agenda

Mayor Frank Rabil asked if there were any amendments to the agenda.

Councilman Gregory McLemore made a motion to amend the agenda to discuss utility bills. The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated that the motion passed unanimously.

Mayor Frank Rabil requested that the utility discussion be moved under Old / New Business as Item A.

Consent Agenda

Approval of January 24, 2022 minutes

January 24, 2022 Agency and Organization Work Session

Mayor Frank Rabil asked if there were any additions or corrections to the minutes from January 24, 2022 Agency and Organization work session.

There being no additions or corrections to the minutes from the January 24, 2022 Agency and Organization work session Mayor Rabil entertained a motion of approval.

Councilman Linwood Johnson made a motion to approve the minutes from the January 24, 2022 Agency and Organization work session. The motion was seconded by Councilwoman Wynndolyn Copeland.

The motion carried the vote by 6-1.

Mayor Frank Rabil stated that the motion passed unanimously.

The vote was as follows:

Mayor Frank Rabil	AYE
Vice-Mayor Robert (Bobby) Cutchins	AYE
Councilman Linwood Johnson	AYE
Councilman Mark R. Kitchen	AYE
Councilwoman Wynndolyn Copeland	AYE
Councilman Gregory McLemore	ABSTAINED
Councilman Ray Smith	AYE

Resolution #2022-02 in Honor of Black History Month

Mayor Frank Rabil asked Councilman Gregory McLemore to read Resolution #2022-02 in Honor of Black History Month.

Mayor Frank Rabil entertained a motion to approve Resolution #2022-02 in Honor of Black History Month.

Councilwoman Wynndolyn Copeland made a motion to approve Resolution #2022-02 in Honor of Black History Month. The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated that the motion passed unanimously.



**CELEBRATING BLACK HISTORY MONTH
RESOLUTION #2022 – 02**

WHEREAS, *Black History Month*, originated in 1926 when Dr. Carter G. Woodson set aside a special period in February to recognize the heritage and achievements of African Americans in the United States; and

WHEREAS, *Black History Month* is designed to recognize and pay tribute to the many contributions of African Americans to the history, society and culture of the United States of America; and

WHEREAS, the contributions of African Americans from all walks of life and their endeavors to learn and thrive throughout history and make unforgettable marks in our Nation as artists, scientists, educators, business people, influential thinkers, members of the faith community, athletes, and political and governmental leaders, reflects the greatness of the United States; and

WHEREAS, remaining hopeful and confident about the path ahead, and a time to acknowledge the courageous fight for rights, liberties, and freedoms for all Americans,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FRANKLIN celebrates February 2021, as Black History Month and that it calls upon all the City of Franklin’s citizens to observe this month with programs, celebrations, ceremonies and activities recognizing the amazing and everlasting efforts and accomplishments of African-Americans

Signed this 14th day of February 2022

Mayor Frank Rabil

Resolution #2022-03 in Honor of Benefits Program Specialist Month

Mayor Frank Rabil asked Councilman Mark R. Kitchen to read Resolution #2022-03 in Honor of Benefits Program Specialist Month.

Mayor Frank Rabil entertained a motion to approve Resolution #2022-03 in Honor of Benefits Program Specialist Month.

Councilwoman Wynndolyn Copeland made a motion to approve Resolution #2022-03 in Honor of Benefits Program Specialist Month. The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated that the motion passed unanimously.



BENEFIT PROGRAMS SPECIALIST APPRECIATION MONTH
Resolution of Appreciation
RESOLUTION #2022 – 03

WHEREAS, Virginia has provided a safety net to the most vulnerable citizens of the Commonwealth by administering the benefit programs of SNAP, TANF, Medical Assistance, General Relief, Auxiliary Grant, Refugee Cash Assistance and Energy Assistance by local department of social services; and

WHEREAS, Virginia’s landmark welfare reform legislation and the present social economic climate in the United States and Virginia have significantly impacted the services provided by local Benefit Programs Specialist, calling upon them to creatively promote individual self-sufficiency and personal responsibility; and

WHEREAS, Virginia’s 3916 Benefit Programs Workers (3409 Specialist, 465 Supervisors, and 42 Managers), 316 VIEW workers and 453 Child Care workers have been at the forefront of public efforts to meet that need, steadily maintaining a high rate of application processing and case management to ensure that those qualified for social services benefits receive and continue to receive them; and

WHEREAS, 37,577 TANF recipients and an additional \$4,707,569 in TANF Diversionary payments were issued to prevent long term dependence on public assistance, 7,166 VIEW cases, 753,638 SNAP recipients, 1,841,088 Medical Assistance recipients, 444 General Relief recipients, 3,014 Auxiliary Grant recipients, 107,933 Energy Assistance households, 26,666 Child Care households, 4,414 children under 17 in Foster Care and 838 young adults (18-21 years old) are served through the Benefit Programs Division and depend on the dedication and commitment of Benefit Programs Specialist who handle their cases in an accurate and timely manner; and

WHEREAS, Benefit Programs Specialist are continually faced with reconciling an environment of rapidly changing policies, procedures, and technological advances with quality control requirements; and

WHEREAS, Benefit Programs Specialists provide ethical public service, respect human dignity, are responsible for the application of the law, demonstrate personal integrity and promote professional excellence;

NOW THEREFORE BE IT RESOLVED, on this 14th day of February 2022, the Franklin City Council does hereby commend all Benefit Programs Specialists across the City of Franklin for a job well done and recognizes the month of February 2022 as Benefit Programs Specialist Appreciation Month, calling upon all citizens to join in acknowledging their public service contributions.

Mayor Frank Rabil

Resolution #2022-04 in Honor of Future Business Leaders of American-Phi Beta Lambda (FBLA)

Mayor Frank Rabil asked Councilwoman Wynndolyn Copeland to read Resolution #2022-04 in honor of Future Business Leaders of American-Phi Beta Lambda (FBLA).

Mayor Frank Rabil entertained a motion to approve Resolution #2022-04 in Honor of Future Business Leaders of American-Phi Beta Lambda.

Councilman Ray Smith made a motion to approve Resolution #2022-04 in Honor of Future Business Leaders of American-Phi Beta Lambda. The motion was seconded by Councilman Mark R. Kitchen.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated that the motion passed unanimously.

Franklin High School

FBLA

310 Crescent Drive

Franklin, VA 23851

Adviser: Shonna Rawlings

President: Issis Brown

Vice President: Rhazia Dawson

FBLA Proclamation

RESOLUTION # 2022-04

WHEREAS, Future Business Leaders of America-Phi Beta Lambda is a nonprofit educational organization whose first chapter was established in Johnson City, Tennessee, in 1942; and

WHEREAS, this organization has grown now to encompass over 250,000 members and advisers nationwide in middle schools, high schools, colleges, universities, career and technical schools, and private business schools; and

WHEREAS, FBLA-PBL inspires and prepares students to become community-minded business leaders in a global society through relevant career preparation and leadership experiences; and

WHEREAS, members perform community service activities and strive to build a student's understanding of the realities of the modern business world; and

WHEREAS, FBLA teaches high school students basic business and leadership principles; and PBL helps university, college, technical, and business school students to make the transition from school to work;

NOW, THEREFORE, I, Frank Rabil, Mayor of the City of **Franklin**, do hereby proclaim February 13 through February 19 of 2022, as **NATIONAL FBLA-PBL WEEK** in the City of **Franklin**.

Mayor Frank Rabil

Financial Matters

Budget Amendment #2022-12

City Manager Amanda Jarratt called Tracy Spence, Director of Finance to come forward and give the following overview of Budget Amendment #2022-12:

The 2020-2021 City Budget will be amended to:

1. Recognize additional Federal and State revenue in the amount of \$139,108.00 from the Department of Behavioral Health & Development Services and appropriate such revenue for new use;
2. Reallocate unspent ARPA completed Governmental Services project funds in the amount of \$22,336.00 to a new ARPA Governmental Services project for COVID Public Health Mitigation expenses; and
3. Recognize the School's supplemental appropriation of State and local revenue in the amount of \$178,744.00 and to appropriate for new use.

Mayor Frank Rabil entertained a motion to approve Budget Amendment #2022-12.

Councilman Linwood Johnson made a motion to approve Budget Amendment #2022-12. The motion was seconded by Councilman Mark R. Kitchen.

Franklin City Public Schools Carryover Request

City Manager Amanda Jarratt stated at the December 2021 work session between City Council and the Franklin City Public School Board (FCPS), they indicated verbally and later in writing that they did not need the \$577,200.00 carryover. That being said the Budget Amendment was removed from a previous agenda. City Manager Jarratt stated she could not comment on where the confusion stemmed from however, after a meeting with the school system several weeks ago they are now saying the \$577,200.00 is needed.

City Manager Jarratt called Amy Phillips, Chairwoman for the Franklin City Public School forward to review the following Franklin City Public Schools Carryover Request:

The Franklin City School Division requests that the below budget funds be adjusted to balance with grants for FY 2022 that have been recently approved.

Accounting Use Only	School Account	Amount	City Account
Hampton Roads Community Foundation – Revenue Increase	10-18990400 Local Revenue	\$149,000.00	250-3-18990-1881 WFS
Hampton Roads Community Foundation – Expense Increase	10-2-1-61101-6000- 0561-009-000	\$149,000.00	250-4-600000-0001
Transportation Revenue – Increase	Fund 47	\$29,744.20	New Account Needed
Transportation – Expense	Fund 47	\$29,744.20	New Account Needed
	NET EFFECT of entry	\$0.00	

Franklin City Public Schools (FCPS) has reviewed its financial spending plan through the life of the ESSER III Grant. They decided to resubmit the request for the \$577,200.00 unexpected fund balance as of June 30, 2021, to satisfy low cash flow balances due to large expenditures during the grant period. This will assist in the prevention of the negative cash flow that occurred in October 2021.

As discussed during the Friday, February 4, 2021 meeting, the \$577,200.00 would be placed in a restricted contingency line that would only be used for the float of grant expenditures. And if at any time FCPS would like to use any portion of the \$577,200.00, to cover a non-grant funded expense that would not be replaced, a request would need to be approved by both the FCPS School Board and City Council before expending.

Article 1. State and Local Funds

22.1 – 100. Unexpected School and Educational Funds

All sums of money derived from the Commonwealth which are unexpended in any year in any school division shall revert to the fund of the Commonwealth from which derived unless the Board of Education directs otherwise. All sums derived from local funds unexpended in any year shall remain a part of the funds of the governing body appropriating the funds for use the next year, but no local funds shall be subject to redivision outside of the locality in which they were raised.

Code 1950, §22-138; 1956, Ex. Sess., c.67; 1980, c. 559.

Councilman Ray Smith asked if this has been an issue in the past.

City Manager Jarratt answered this has not been an issue in the past.

City Manager Jarratt stated City Council could restrict the \$577,200.00 and require that FCPS request the funds when needed.

After Council discussion, Councilman Gregory McLemore made a motion to grant the Franklin City Public Schools carryover request. The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by 5-2.

Mayor Frank Rabil stated that the motion passed unanimously.

The vote was as follows:

Mayor Frank Rabil	AYE
Vice-Mayor Robert (Bobby) Cutchins	NAY
Councilman Linwood Johnson	AYE
Councilman Mark R. Kitchen	AYE
Councilwoman Wynndolyn Copeland	AYE
Councilman Gregory McLemore	AYE
Councilman Ray Smith	NAY

Quarterly Financial Update

City Manager Amanda Jarratt called Tracy Spence, Director of Finance forward to give the following presentation:

Highlights – General Fund

For Period Ending December 31, 2021

The report contains provisions for most revenue and expenditure accruals.

- Reflects six months of revenues and expenditures in most cases (where noted, the 6th 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

Current	\$4,675,588.00
Prior Year	\$4,791,019.00
Net Change	\$ (115,432.00)
Net Change	(2.41)%

**Local Tax Revenue
Prior Year Comparison
Modified Accrual Basis**

	Meals Taxes	Lodging Taxes	Cigarette Taxes	Sales Taxes	Total
Dec – 2021	\$946,061.00	\$97,020.00	\$155,127.00	\$1,008,730.00	\$2,206,938.00
Dec – 2020	\$857,345.00	\$91,476.00	\$169,757.00	\$ 989,198.00	\$2,107,776.00
Prior Year \$	\$ 88,716.00	\$ 5,544.00	(\$14,630.00)	\$ 19,532.00	\$ 99,162.00
Prior Year %	10.35%	6.06%	(8.62%)	1.97%	4.70%

Local Tax Revenue

Budget to Actual Comparison

	FY 21 – 22 Budget	12/31/2021	% of Budget Realized
Local Sales & Use	\$1,950,000.00	\$1,008,730.00	51.7%
Cigarette Taxes	\$340,000.00	\$155,127.00	45.6%
Meals Taxes	\$1,700,000.00	\$946,061.00	55.7%
Lodging Taxes	\$180,000.00	\$97,020.00	53.9%
Total Local Tax Revenue	\$4,170,000.00	\$2,206,938.00	\$52.9%

*At six (6) months into the fiscal year, local tax revenue has exceeded targeted projections with the exception of cigarette taxes. If revenue collections continue at current pace, there will be a \$243k excess.

Revenue & Expenditure Summary – Cash Basis

General Fund revenue at the end of the period totaled \$15.7 million and represented 59% of budget which is \$1.9 million greater than the prior year. This is primarily attributable to the \$1.9 million in real estate sale proceeds from Global Concentrate.

General Fund expenditures at the end of the period totaled \$11.6 million and represented 42% of the total budget; when compared to the prior year period of \$10.5, this is a net \$173k decrease.

FY22 Fund Balance Appropriated by Council for planned expenditures at December 31st: \$1,114,479.00.

FY22 Projected General Fund Balance

General Fund Balance Policy Evaluation	
FY 21 – 22 Revised Budget	\$27,820,565.00
Percentage of General Fund Balance	26.85%
Minimum Balance needed for 15% Policy Compliance	\$4,173,084.75
Amount in Excess of Policy Minimum	\$ 3,297,015.00

General Fund Revenue – Prior Year Comparison – Cash Basis

Sub Total	\$1,907,549.00
General Fund Revenue Total	\$1,907,549.00

Highlights – Enterprise Funds

For the Period Ending December 31, 2021

Basis of Reporting

The following information is the City's Financial Report for the Enterprise Funds for the period ending December 31, 2021:

The report contains provisions for revenue and expenditure accruals.

- Reflects six months of revenue and 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 33% of budgeted realized.

Expense Analysis

Expenses in the fund are below target with 35% of budget expended (net of grant expenses, transfers and depreciation).

Cash Balance

Cash balance in the Airport Fund is (\$83,877.00).

Councilman Gregory McLemore asked how long has the Airport been showing a loss.

City Manager Amanda Jarratt answered every year.

Councilman Linwood Johnson confirmed that the airport had received some grant funds last year.

City Manager Jarratt answered yes the airport has received some grant funds in the past couple of years.

Water & Sewer Fund

Revenue Analysis

Revenue from the sale of water and sewer service charges of \$1.8 million at the end of the period is above target at 53.6% of budget and is \$115k greater than prior year period revenue.

Expense Analysis

Expense in the fund are \$784k and below target at 32.8% of budget and \$72k spent more when compared to prior year expenses.

Water & Sewer Fund – Operating & Capital Cash Balance

Cash Balance - \$2,472,918.00

Solid Waste Fund

Revenue Analysis

Revenue for the Solid Waste Fund is slightly above target with revenue at \$686k or 52.7% of budget and is comparable to prior year.

Expense Analysis

Expenses in the fund at \$348k are below target with 40% of budget expended and \$24k spent more when compared to prior year expenses.

Solid Waste Fund – Operating & Capital Cash Balance

Cash balance - \$ 967,740.00

Electric Fund

Revenue Analysis

Revenue from energy sales at \$7.1 million is slightly below target at 48% of budget; below is a snapshot of prior year billed service revenue, current year budget, actual and % of budget realized.

Expense Analysis

Expense associated with the sale of energy for the fiscal year was \$6.4 million and is below budget at 41.4% of the total budget.

Electric Fund – Operating & Capital Cash Analysis

Cash in the Electric Fund at \$6,941,450.00 decreased by \$238,650.00 from the prior month period.

Electric Fund

Minimum Cash Policy

Electric Minimum Cash Balance	\$1,494,000.00
Electric Cash, 12.31.21	\$6,941,450.00
Pre-Adjusted Excess	\$5,447,450.00

Recommended Uses of Excess

Council Approved Projects- Currently Funded with Line of Credit Funding:

Automated Metering Infrastructure		\$1,500,000.00
SCADA Replacement	\$ 280,000.00	(\$1,780,000.00)

Proposed FY23 Project:

Substation-Additional Cost		(\$3,500,000.00)
Adjusted Excess		\$ 167,450.00

*Note: This will have no effect on the Electric Fund’s Unrestricted Net Position. At June 30, 2021, the Unrestricted Net Position was 23% of the Electric Fund’s budgeted annual expenses. This is within the Council’s approved policy limits of 15% to 25%.

Utility Bill Discussion

Councilman Gregory McLemore stated he wanted to let the City of Franklin’s citizens know that there was two weeks of snow and with that comes higher utility bills. Councilman McLemore added that he had a citizen contact him and tell him that his normal utility bill averages \$250.00 a month. This past month his utility bill was \$1200.00.

Councilman McLemore thanked City Manager Amanda Jarratt for warning him however, this month he actually received a bill for \$7,591.00. He expressed concerns about other citizens receiving incorrect utility bills.

City Manager Jarratt replied that Councilman McLemore’s utility bill was not a glitch in the billing system but, there was a problem with his meter. The meter needed to be replaced and the incorrect reading was entered.

City Manager Jarratt informed Council that the City of Franklin would be moving to an AMI system in the near future which means our meter readings will be completely automated.

Adoption of State of Emergency

City Manager Amanda Jarratt stated the Governor allows municipalities to declare a State of Emergency when bad weather or in case of any national disaster is expected. A State of Emergency allows the municipality to clear roads, restore power or act on mutual aid agreements.

Councilwoman Copeland moved to approve. The motion was seconded by Councilman Johnson. Further discussion was needed by Councilman Mclmore. No vote was taken.

City Manager's Report

City Manager Amanda Jarratt gave the following updates:

General Updates

- The City of Franklin staff continues to work with local, regional, and state partners to battle the impacts of COVID-19 and provide testing and vaccinations throughout the City. The City is currently seeing a large spike in cases locally and encourages individuals to remain vigilant.
- The City of Franklin Pay Study is underway. Portions of it will be incorporated into the FY-23 budget.
- The joint RFP with Southampton County regarding the radio system and tower needs has been issued. The City anticipates receiving responses in March.

Community Events

- The Franklin Garden Club and Spring Fest is scheduled for April 23, 2022.
- The Lumberjack Festival is scheduled for May 7, 2022.

Council / Staff Reports on Boards / Commissions

Mayor Frank Rabil asked if any Council members had any items to report on Council Staff reports on Boards and Commissions.

Councilman Linwood Johnson reported on Legislative Day.

Closed Session

There being no further items to discuss Mayor Frank Rabil entertained a motion to go into closed session.

Councilman Mark R. Kitchen moved 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, and discussion of performance of employees of the public body to discuss the following subject or subjects: Franklin Redevelopment and Housing Authority Board of Commissioners, Industrial Development Authority, Board of Zoning Appeals and

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, Downtown Franklin, and Franklin Regional Airport.

2.2-3711-A-7, Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigation posture of the public body specifically regarding, health insurance of a City retiree, and Sanford vs. City of Franklin.

The motion was seconded by Councilwoman Wynndolyn Copeland.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated the motion passed unanimously.

Franklin City Council went into closed session at 8:26 p.m.

Motion Upon Returning to Open Session

Councilman moved that the City of Franklin, Virginia City Council 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 February 14, 2022; (ii) only such public business matters as were identified in the motion convening the closed meeting regarding the items discussed.

The motion was seconded by Council by Councilwoman Copeland.

The motion carried the voted 7-0.

Other Items of Council

Councilwoman Copeland made a motion to appoint Ernest Jones to the Board of Zoning Appeals.

The motion was seconded by Councilman Johnson.

Adjournment

Mayor Frank Rabil entertained a motion to adjourn the February 14, 2022 regular City Council meeting.

Councilman Kitchen made the motion to adjourn the February 14, 2022 regular City Council meeting.?

The motion was seconded by Councilman Mclemore.

The motion carried the vote by 7-0.

Mayor Frank Rabil stated the motion passed unanimously.

The February 14, 2022 regular City Council meeting adjourned at 8:40 pm.

Mayor

Clerk to City Council

BUDGET AMENDMENT 2022-15

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2021-2022 City Budget is hereby amended to:

1. transfer unappropriated surplus from the Electric Operating Fund to the Electric Capital Fund to cash fund projects that were previously debt funded:
 - a. AMI Metering Infrastructure Project \$1,500,000
 - b. SCADA Replacement Project 280,000
2. transfer unappropriated surplus from the Electric Operating Fund to the Electric Capital Fund to cash fund the increased cost of the Substation Expansion project in the amount of \$2,750,000; and
3. appropriate \$750,000 Line of Credit proceeds to fund the increased cost of the Substation Expansion project.

	2021-2022 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
505 ELECTRIC FUND OPERATING FUND			
REVENUE			
505-3-41050-0050 Transfer of Unappropriated Surplus	\$ 155,600	\$ 4,685,600	<u>\$ 4,530,000</u>
			<u>\$ 4,530,000</u>
EXPENDITURES			
505-4-93100-9380 Transfer to Capital Projects	\$ -	\$ 4,530,000	<u>\$ 4,530,000</u>
			<u>\$ 4,530,000</u>
605 ELECTRIC FUND CAPITAL FUND			
REVENUE			
605-3-41040-0003 Proceeds from Loans	\$ 4,220,000	\$ 3,940,000	\$ (280,000)
605-3-41040-4104 Proceeds from Bond Issue	1,500,000	-	(1,500,000)
605-3-41040-0005 Proceeds from Line of Credit	-	750,000	750,000
605-3-41050-9480 Transfer from Electric Fund	200,000	4,730,000	<u>4,530,000</u>
			<u>\$ 3,500,000</u>
EXPENDITURES			
605-4-94000-8516 Substation Expansion	\$ 3,000,000	\$ 6,500,000	<u>\$ 3,500,000</u>
			<u>\$ 3,500,000</u>

Certified copy of resolution adopted by Franklin City Council.

Clerk to the City Council

ELECTRIC FUND

Minimum Cash Policy Evaluation

Electric Annual Revenue FY22 Budget		\$ 20,627,128
Less: Fuel Adjustment		\$ (1,057,305)
		<u>\$ 19,569,823</u>
		x10%
Electric Minimum Cash Balance		<u>\$ 1,956,982</u>
Electric Cash, 1.31.22		<u>\$ 6,676,106</u>
	Pre-Adjusted Excess	\$ 4,719,124
 <u><i>Cash Funded Projects:</i></u>		
Automated Metering Infrastructure	\$ 1,500,000	
SCADA Replacement	280,000	
Substation	2,750,000	(4,530,000)
		<u>\$ 189,124</u>
	Adjusted Excess	

ELECTRIC FUND

Minimum Unrestricted Fund Balance Evaluation

Electric Operating FY22 Budget	\$ 19,877,128
Projected FY22 Unrestricted Fund Balance - assuming \$1.5m Excess Revenues over Expenses	\$ 3,492,346
<i>Percentage - 15% to 25%</i>	17.57%

BUDGET AMENDMENT 2022-16

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2021-2022 City Budget is hereby amended to recognize the School’s supplemental appropriation of Federal revenue and to appropriate for use.

	2021-2022 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
250 SCHOOL OPERATING FUND			
REVENUE			
250-3-33010-0273 NCLB Grant - Title III Part A	\$ 5,891	\$ 5,893	\$ 2
250-3-33010-0249 Continuing Education Support Grant	-	99,960	99,960
			\$ 99,962
EXPENDITURES			
250-4-60000-0073 NCLB Grant - Title III Part A	\$ 5,891	\$ 5,893	\$ 2
250-4-60000-0249 Continuing Education Support Group	-	99,960	99,960
			\$ 99,962

Certified copy of resolution adopted by Franklin City Council.

Clerk to the City Council



Franklin City Public Schools

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: March 3, 2022

RE: Notice of Budget Adjustments

The Franklin City School Division requests that the following budget funds be adjusted to balance with updated grant allocations.

<i>Accounting Use Only</i>	<i>School Account</i>	<i>Amount</i>	<i>City Account</i>
Title III – Revenue Increase	Fund 26	\$ 2.06	250-3-33010-0273
Title III – Expense Increase	Fund 26	\$ 2.06	250-4-60000-0073
Continuing Ed Support Grant – Revenue Increase	Fund 49	\$ 99,960	New account needed
Continuing Ed Support Grant – Expense Increase	Fund 49	\$ 99,960	New account needed



DECLARATION OF A LOCAL EMERGENCY ON JANUARY 20, 2022 BY THE CITY OF FRANKLIN, VIRGINIA DIRECTOR OF EMERGENCY SERVICES


Whereas, The Director of Emergency Services of the City of Franklin, Virginia does hereby find as follows:

1. That due to occurrence of an impending winter storm the City of Franklin is facing a condition of extreme peril to the lives, safety, and property of the residents of the City of Franklin;
2. The City of Franklin is expecting to receive between 4 – 6 inches of snow and sustained temperatures below 32 degrees over the next twenty-four hours.
3. That as a result of this extreme peril, the proclamation of the existence of an emergency is necessary to permit the full powers of government to deal effectively with this condition of peril.

Now, Therefore, be it proclaimed and ordered that during the existence of this emergency the powers, functions, and duties of the Director of Emergency Management and the Emergency Services organization and functions of the City of Franklin shall be those prescribed by the laws of the Commonwealth of Virginia and the ordinances, resolutions, and approved plans;

In order to carry out the effect of this resolution, the City Manager Amanda C. Jarratt or the Director of Finance, Tracy Spence and their designees, are hereby authorized to expend funds from the City's unappropriated fund balance to cover the reasonable operations costs of emergency services pending further report to Franklin City Council and such additional appropriations as shall be deemed necessary to cover the expected scope of this emergency and ratified by City Council.

Now, Therefore; I Amanda C. Jarratt, Director of Emergency Services, for the City of Franklin Virginia do hereby proclaim and declare that a local emergency exists in the City of Franklin, Virginia, effective on the 20th day of January 2022.



Amanda C. Jarratt
City Manager



*Office of the City Manager
Amanda C. Jarratt*

March 3, 2022

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: City Manager's Report

General Updates

- The City of Franklin staff continues to work with local, regional, and state partners to battle the impacts of COVID-19 and provide testing and vaccinations throughout the City. We are currently seeing a large spike in cases locally and encourage individuals to remain vigilant.
- Anixter is in the process of installing meters to allow us to implement the AMI system.
- Due to staffing issues the utility bills are going out later than normal. The due date has been extended to April 28th.
- The proposed redistricting maps have been placed at Franklin City Hall, the Franklin Police Department, the Martin Luther King Center, the Franklin Library and the YMCA for review by the public.

Community Events

- Franklin Garden Club and Spring Fest April 23rd.
- Lumberjack Festival May 7th.



Summer Jam

The City of Franklin's Parks & Recreation department is hiring for the 2022 Summer Jam program.

The positions are open until filled:

- Site Director
- Recreation Leaders
- Pool Manager
- Pool Gate Attendants
- Life Guards

PERMANENT POSITIONS

- Full-Time Recreational Assistant
- Part-Time Recreational Aide

Please visit the City of Franklin website at www.franklinva.com to apply!

The City of Franklin is an Equal Opportunity Employer



ST. PATRICKS MARKET

JOIN US FOR A ST PATRICKS THEMED
MARKET AS WE HOST ALL OF OUR REGULAR
VENDORS OFFERING FRESH PRODUCE,
CANNED & BAKED GOODS, GIFTS, DECOR,
AND MUCH MORE!

IN ADDITION THERE WILL BE LIVE BAGPIPE
MUSIC, TRADITIONAL IRISH BOARD GAMES,
AND A REAL LIFE LEPRECHAUN HANDING
OUT GOLD COINS!

NEW

MARCH 19, 2022

9AM - 12PM

210 South Main St. Franklin VA 23851

757-613-0104

rcampbell@franklinva.com



*These materials and the activity described herein are not
sponsored or endorsed by the Franklin City School Board*

April is Child Abuse Prevention Month



Kids Day In The Park



Saturday, April 2nd 12pm-3pm

Armory Park Complex - 920 Armory Drive Franklin Va 23851

**FACE PAINTING- CRAFTS- GAMES
CHILD SAFETY SEAT INSPECTIONS-
GOODIES FOR THE KIDS - INTERACTION WITH SOCIAL
WORKERS, POLICE OFFICERS & FIREMEN..**

This event is hosted by:

*City of Franklin Department of Social Services
City of Franklin Parks and Recreation
City of Franklin Fire & Rescue
City of Franklin Police Department*



Franklin Parks & Recreation Presents

EASTER EGG HUNT



**COME SEE
THE EASTER
BUNNY**

- Ages 3-6
3:00 pm - 3:30 pm
- Ages 7-10
4:00 pm - 4:30 pm



Sunday, April 3, 2022

Armory Park

920 Armory Drive

Franklin, Virginia 23851

For More Information Call 757-562-2475

IN PARTNERSHIP WITH THE
FRANKLIN DEPARTMENT OF PARKS AND RECREATION

Spring
Breeze

3rd-Annual **Camp25** Spring Breeze Camp

1 Camp for
\$60

or both Spring Breeze
& Fishing Camps for
for **\$80**



Camp 25 T shirt Included!

APR 18-21

9-4 PM, Monday - Thursday

CAMP INFORMATION

- T-shirt Included
- Small breakfast
- Monday - Library
- Tuesday - Movie Trip
- Wednesday - Bowling
- Thursday - Fun Day

Limited slots in an effort to keep everyone safe



Kids Ages 4-14



Location: Martin Luther King Center
683 Oak Street, Franklin, VA

REGISTER @ WWW.CAMP25.ORG

QUESTIONS? 757-653-1667

COVID PROTOCOLS WILL BE IN PLACE.

ALL CAMPERS MUST WEAR A MASK WHEN THEY ARE NOT IN THE GAME. SLOTS WILL BE LIMITED TO KEEP EVERYONE SAFE





Super Summer Jam

Annual membership: \$20
Summer Registration: \$25
Summer session fee: \$60



Great Futures Start Here...



Dates for Summer Camp:

June 20th - Aug 26th

Times and days:
7:30AM-5:30PM
M-F



Our Activities

- Daily Recreational
- Swim Times
- Computer times
- Field trips
- Sports Activities
- Educational programs
- Art and Crafts
- Outside Activities



For more information please contact us at:
757-562-2475 or 757-620-8346

Applications can be picked up at
683 Oak Street Franklin VA 23851

Space is limited