



**Franklin City Council Agenda  
April 11, 2022  
Council Chambers  
207 West Second Avenue  
Franklin, Virginia 23851**

**6:00 P.M.**

**Work session with the Community Services Board**

**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. Introduction of New Employees
- B. STAR Performer Award
- C. Approval of March 28, 2022 meeting minutes
- D. Child Abuse Awareness Month Resolution 2022-06
- E. National Animal Control Week Resolution 2022-07
- F. National Telecommunicators Week 2022-08

**2. OLD/ NEW BUSINESS:**

- A. Retirement of Canine Officer Jolene
- B. Public Hearing- Redistricting
- C. City Manager's Report

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

**4. 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 Blackwater Regional Library Board, and utility billing, 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, 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 April 11, 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.

## **5. ADJOURNMENT**

**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:** \_\_\_\_\_

**Job Title:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Immediate Supervisor:** \_\_\_\_\_

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

---

---

---

---

---

---

---

---

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

---

---

---

---

---

---

---

---

**Name of person making nomination** \_\_\_\_\_

**Date of nomination** \_\_\_\_\_

**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>A cooperative spirit with fellow employees</b>	
<b>Personal initiative</b>	
<b>Excellent job performance</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.**

---

---

---

---

---

---

---

---

---

---

\_\_\_\_\_  
**Department Head**

MINUTES FROM THE MARCH 28, 2022 REGULAR CITY COUNCIL MEETING

The Franklin City Council held a regular City Council meeting on March 28, 2022 at 7:00PM in the City Council Chambers located at 207 West Second Avenue, Franklin, VA 23851.

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

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

**Other Staff in Attendance:** Steve Patterson, Chief of Police; Vernie Francis, Chief of EMS; Dinah Babb, City Treasurer; Selenia Boone, Commissioner of the Revenue; Sarah Rexrode, Director of Social Services, Tracy Spence, Director of Finance, Chad Edwards, Director of Public Works; Steve Watson, Deputy Director of Public Works; Zachary Wright, Director of Power & Light; Sammara Green-Bailey, Director of Parks & Recreation; Regina Brown, Treasury’s Department;

**Call to Order**

Mayor Frank Rabil called the March 28, 2022 City Council meeting to order at 7:00PM

**Citizen’s Time**

The following citizen signed up for citizen’s time:

**Lockette Myrick, resides at 1633 Dorchester Street, Franklin, Virginia:** Ms. Myers is speaking on behalf of her neighbor and herself regarding the sewer (raw sewage) in her yard. They have been told that it’s the issue for the apartment owners while the owners are saying that it is an issue for the City. Mayor Frank Rabil and City Manager Amanda Jarratt stated that someone will follow up with Ms. Myers regarding the issue.

**Amendments to the Agenda**

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

Councilman Linwood Johnson asked to add to the agenda to discuss the car tax and electric/utility bills.

**Councilman Linwood Johnson made a motion to approve the amendments to the agenda.**

**Councilwoman Wynndolyn Copeland seconded the motion.**

**The motion carried the vote by 7-0**

<b>Mayor Frank Rabil</b>	<b>Aye</b>
<b>Vice-Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark R. Kitchen</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>

**Councilwoman Wynndolyn Copeland Aye**

**Mayor Frank Rabil stated that the motion was carried.**

Mayor Frank Rabil reminded City Council that there is plenty of time to add to the agenda and that there is a process. Councilman Linwood Johnson asked to put the amendment after the Southampton County Courthouse update.

**Consent Agenda**

**Approval of February 28, 2022 Minutes from Regular City Council Meeting**

Mayor Frank Rabil asked if there were any additions or corrections to the minutes from the February 28, 2022 regular City Council meeting.

Councilman Mark R. Kitchen made the correction from the Citizen’s time regarding the dangerous intersection of Hunterdale Road and Sedley Road. The correction to be made is Hunterdale Road and Delaware Road.

Councilman Ray Smith made the correction of Budget Amendment #2022-14 Abstained the vote, himself and Councilman Gregory McLemore was switched. Correction to be made Councilman Ray Smith ABSTAINED, Councilman Gregory McLemore AYE.

**Mayor Frank Rabil entertained a motion to approve the minutes from February 28, 2022 regular City Council meeting with the amendments. Councilman Linwood Johnson made a motion to approve the amendments of the February 28, 2022 minutes. The motion was seconded by Councilwoman Wynndolyn Copeland.**

**The motion carried the vote by 6-1-0**

- Mayor Frank Rabil Aye**
- Vice-Mayor Bobby Cutchins Aye**
- Councilman Linwood Johnson Aye**
- Councilman Mark R. Kitchen Aye**
- Councilman Gregory McLemore Abstain**
- Councilman Ray Smith Aye**
- Councilwoman Wynndolyn Copeland Aye**

**Approval of March 14, 2022 Minutes from Regular City Council Meeting**

Mayor Frank Rabil asked if there were any additions or correction to the minutes from the March 14, 2022 regular City Council meeting.

**Councilman Linwood Johnson made a motion to approve the minutes from March 14, 2022 regular City Council meeting. The motion was seconded by Councilman Mark R. Kitchen. Councilman Gregory McLemore stated that he had an amendment.**

MINUTES FROM THE MARCH 28, 2022 REGULAR CITY COUNCIL MEETING

Councilman Gregory McLemore stated that he does not see the minutes of him speaking about the redistricting maps, which was public. City Manager Amanda Jarratt replied in the February 28th minutes, on page 11. City Manager Amanda Jarratt also stated that there was no action taken by Council, which is where staff put out all three maps in multiple locations. Councilman Gregory McLemore stated that yes there was no vote, but at the previous meeting there was a vote, where he recommended a third map. City Manager Amanda Jarratt stated that was earlier in January.

Mayor Frank Rabil stated that the previous minutes have been approved, but it need be there can be change made.

Councilman McLemore stated that during the meeting there was a 3-4 vote that there would not be another map. City Manager Amanda Jarratt stated this was during the work session, where the maps were posted and discussion was made about each.

**Councilman Linwood Johnson made a motion to approve the minutes from March 14, 2022 regular City Council meeting. The motion was seconded by Councilman Mark R. Kitchen.**

**The motion carried the vote by 6-1-0**

<b>Mayor Frank Rabil</b>	<b>Aye</b>
<b>Vice-Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark R. Kitchen</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Abstain</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilwoman Wynndolyn Copeland</b>	<b>Aye</b>

**Mayor Frank Rabil stated that the motion was carried.**

**Old/new Business**

**Red Cross Overview**

City Manager Amanda Jarratt called on Katie Niehoff, Executive Director of the Virginia Red Cross to give an overview. The City Council adopted Resolution #2022-15 in honor of Red Cross Month in the previous council meeting. City Manager Amanda Jarratt stated that Katie came out a few months ago and spoke with the staff with very informative information that she will share with the Council tonight.

Katie Niehoff stated the mission statement of the Coastal Chapter Red Cross “The American Red Cross prevents and alleviates human suffering in the face of emergencies by mobilizing the power of volunteers and the generosity of donors.

The work of the Red Cross: Disaster Cycle Services, Biomedical Services, Service to the Armed Forces, International Services, Training Services, etc.

Over 24,000 people are assisted by the American Red Cross daily:

170 times a day, we help a family affected by a disaster

12,500 times a day, the Red Cross must collect blood donations to help patients in need.

807,000 weather alerts are sent by Red Cross apps every day.

1,400 times a day, we provide services to military members, veterans and their families.

683,000 children receive a measles or rubella vaccination each day worldwide with partners.

13,000 times a day, a person receives lifesaving Red Cross training.

In Franklin, Virginia in Fiscal Year 2021, we assisted 14 families or 37 individuals who were impacted by disasters in Franklin City and Southampton County-Double the numbers of Fiscal Year 2020-100% of which were home fires.

In Fiscal Year 2022, as of March 15, 2022, we have provided immediate assistance to 10 families/26 individuals following disasters-100% of which were home fires.

Katie stated that the Red Cross provides more blood than any other blood bank, we help vulnerable people around the world, teach lifesaving skills like water safety, first aid and CPR.

The daily disaster: Every day, seven people die in U.S. home fires. As responders, we wanted to change the odds. That's why we launched *Sound the Alarm*. Since October 2014, we've made a tremendous difference: **2,171,000 new alarms installed, 771,000 home fire escape plans made, 897,000 households made safer.**

Making the next generation safer: through the Red Cross Youth Preparedness Program, the Red Cross is developing a generation of children who are:

- Knowledgeable about natural hazards.
- Inspired to practice what they've learned and share it with family and friends.
- Empowered to react in a crisis and cope with related fear and stress.

The Pillowcase Project: Designed for grades 3-5, participates:

- Learn the science of disasters in their area and how to prepare for them.
- Practice what to do if an emergency happens and how to cope with related fear and stress.
- Are encouraged to share what they've learned with their grown-ups and friends, so everyone in the household knows what to do.

Katie stated that by using storytelling "Prepare with Pedro" and hands-on activities, students in grades k-2:

- Learn what it means to be prepared.
- Demonstrate the most protective acts for their age level for the emergency taught.
- Practice a basic coping skill and understand its use.
- Share what they learned with household members.

Hands Only CRP teaches untrained bystanders how to perform CPR with only compressions, putting more cardiac arrest victims within a few steps of lifesaving assistance:



- Quick 20-30-minute training.
- No formal assessments.
- No certification.
- No cost.
- Taught by certified Hands Only CPR presenter.

City Manager Amanda Jarratt stated that in staff meetings, there was discussion about having some of these programs that the Red Cross offer during Summer Jam.

Councilman Gregory McLemore wanted to know if the Red Cross is the exclusive provider of blood for hospitals and if the Red Cross gives that blood to the hospitals for free or is it sold to the hospitals. Ms. Niehoff answered that the Coastal Red Cross Chapter does give to hospitals in Virginia and that there is a contract between the Red Cross and the hospitals.

Councilman Linwood Johnson asked how do we get a blood bank in the City, Katie responded that the City does assist with blood drives and that the blood would be banked at the local hospital.

City Manager Amanda Jarratt stated that we have had recent blood drives as well as one coming up, dates will have to give to Council at a later time. Mayor Frank Rabil thanked Ms. Niehoff for coming out and explaining to Council what the Red Cross has to offer and support the Red Cross in any way that they can.

#### **Laurel Street Grant Documents**

#### **Mayor Frank Rabil gave the floor to City Manager Amanda Jarratt to discuss the documents regarding the Laurel Street Neighborhood Revitalization Project.**

City Manager Amanda Jarratt stated that the City is in the midst of starting the Laurel Street Revitalization project. The City was award \$1.36 million to improve the Laurel Street community and, there will be improvements to 15 homes in that area. This is just Phase I and discussion for Phase II will be down the line. The documents included in the Agenda are reviewed by the committee, Councilman Linwood Johnson and Councilwoman Wynndolyn Copeland are active participants on the committee.

City Manager Amanda Jarratt stated that the City now has three Neighborhood Spark Plugs that have agreed to participate and are highly active. This is that last portion of contract activities that the Council needs to get done to get under contract with DHCD.

Councilman Linwood Johnson added that this a dynamic project because it is working with homeowners as well as some individuals that rent their homes, a great portion of the project is the streets and sidewalks that will be fixed as well as the infrastructure of the homes. Councilman Linwood Johnson suggest that the Council moves forward with the approval.

Councilwoman Wynndolyn Copeland added that the homeowners are excited. Councilwoman Copeland also agrees with the solution.

#### **Mayor Frank Rabil entertained a motion to adopt the Laurel Street Revitalization Project grant documents.**

**Councilman Linwood Johnson made a motion to approve the Laurel Street Revitalization Project grant documents. Councilwoman Wynndolyn Copelands second that motion.**

**The motion carried the vote 7-0.**

**Mayor Frank Rabil Aye**

**Vice-Mayor Bobby Cutchins Aye**

**Councilman Linwood Johnson Aye**

**Councilman Mark R. Kitchen Aye**

**Councilman Gregory McLemore Aye**

**Councilman Ray Smith Aye**

**Councilwoman Wynndolyn Copeland Aye**

**Mayor Frank Rabil stated the motion carried unanimously.**

Included in the guiding documents for the Laurel Street Neighborhood Revitalization Project – Phase I:

- Members & Bylaws of Housing Rehabilitation Oversight Board
- Proposed for Adoption by City Council documents
- Proposed Project Management Plan
- Project Budget Revision Request #2
- Program Income Plan
- Resolution

**RESOLUTION**

**APPROVING THE GOVERNING DOCUMENTS AND AUTHORIZING  
THE EXECUTION OF ALL NECESSARY CONTRACT DOCUMENTS  
FOR THE  
LAUREL STREET NEIGHBORHOOD REVITALIZATION PROJECT - PHASE I**

**WHEREAS**, the City applied for and has been awarded a FY 2021 Community Development Block Grant-funded Community Improvement Grant in the amount of \$1,360,000 from the Virginia Department of Housing and Community Development (VDHCD) to undertake a neighborhood revitalization project in the Laurel Street Neighborhood Revitalization Project-Phase I Project Area as defined by the grant application; and

**WHEREAS**, VDHCD has entered into negotiations with the City of Franklin regarding a contract for a Laurel Street Neighborhood Revitalization Project-Phase I grant award of \$1,360,000;

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Franklin, Virginia:

1. The City of Franklin hereby approves the following documents which will govern the Laurel Street Neighborhood Revitalization Project – Phase I:

- a. Bylaws of the Housing Rehabilitation Oversight Board, Laurel Street Neighborhood Revitalization Project – Phase I, including the appointment of the members indicated therein.
  - b. Housing Rehabilitation Program Design, Laurel Street Neighborhood Revitalization Project – Phase I.
  - c. Project Management Plan, Laurel Street Neighborhood Revitalization Project – Phase I.
  - d. Project Budget (Revision #2), including Pay-for-Performance Administration Budget- Laurel Street Neighborhood Revitalization Project – Phase I.
  - e. Program Income Plan, Laurel Street Neighborhood Revitalization Project – Phase I.
2. The City hereby authorizes the City Manager, the City’s chief administrative official, to execute all contracts and other documents necessary for the implementation of the Laurel Street Neighborhood Revitalization Project – Phase I including the pending contract with VDHCD for the grant award.
  3. The City hereby appropriates \$1,360,000 in funding awarded to the City of Franklin by the VDHCD for the activities of the Laurel Street Neighborhood Revitalization Project – Phase I.

DATE:

CITY OF FRANKLIN

\_\_\_\_\_

\_\_\_\_\_   
Mr. Frank M. Rabil, Mayor   
Franklin City Council

ATTEST:

\_\_\_\_\_

Amanda C. Jarratt, Clerk   
City Manager

### **Southampton County Courthouse Update**

City Manager Amanda Jarratt stated that when construction bids came in last August, the bids were substantially higher than originally projected and exceeded the amount of available project proceeds by approximately \$4.7 million, the City of Franklin initially borrowed \$4.2 million for the city’s share of the cost. The final negotiated contract is \$21.5 million, right at \$21.6 million for the total project cost. Initially the county’s decision only included 3.5% contingency, standard industry practice is to include 10% for contingency.

City Manager Amanda Jarratt stated that Southampton County is recommending a project contingency cost of 7.5% in addition they including \$600,000 for the fixtures, furnishing and equipment although the industry standard fir FFE is \$25 per square foot which would equate to \$1,00,000 for a building of this magnitude. The City of Franklin’s share of the project is now at \$5.8 million.

In lieu of borrowing an additional \$1.6 million, City Manager Amanda Jarratt suggested the City use the proceeds from the sale of the Pretlow Industrial Park to pay for the City’s additional share. The City received those funds from the sale of Global Concentrate and they have not been appropriated for use.

**MINUTES FROM THE MARCH 28, 2022 REGULAR CITY COUNCIL MEETING**

Suggestion is that any funds leftover be used for the Franklin Courthouse which will be less money that will need to be borrowed for that project.

COURTHOUSE PROJECT BUDGET	ESTIMATED BUDGET (9/7/2021)	County's Estimated Share (9/7/2021)	City's Estimated Shared (9/7/2021)
Design/Bidding/Contract Administration	\$ 1,811,026	\$ 1,423,104	\$ 387,922
Temporary Facilities (District Court)	\$ 125,000	\$ 125,000	
Temporary Facilities (HES)	\$ 1,330,293	\$ 1,208,308	\$ 121,985
Special Inspections	\$ 95,000	\$ 74,651	\$ 20,349
Fixtures, Furnishings & Equipment	\$ 600,000	\$ 471,480	\$ 128,520
Construction	\$ 21,350,000	\$ 16,776,830	\$ 4,573,170
Construction Contingency	\$ 747,250	\$ 587,189	\$ 160,061
<b>ESTIMATE TOTAL</b>	<b>\$ 26,058,570</b>	<b>\$ 20,666,562</b>	<b>\$ 5,392,007</b>
	<b>FINAL BUDGET</b>	<b>County Share</b>	<b>City's Estimated Share (03/15/2022)</b>
COURTHOUSE PROJECT BUDGET			
Design/Bidding/Contract Administration	\$ 1,889,462	\$ 1,484,739	\$ 404,723
Temporary Facilities (District Court)	\$ 170,000	\$ 170,000	
Temporary Facilities (HES)	\$ 1,619,053	\$ 1,435,215	\$ 183,838
Special Inspections	\$ 130,000	\$ 102,154	\$ 27,846
Fixtures, Furnishings & Equipment	\$ 1,000,000	\$ 785,800	\$ 214,200
Construction	\$ 21,583,053	\$ 16,959,963	\$ 4,623,090
Construction Contingency	\$ 1,618,729	\$ 1,271,997	\$ 346,732
<b>ESTIMATE TOTAL</b>	<b>\$ 28,010,297</b>	<b>\$ 22,209,869</b>	<b>\$ 346,732</b>

**Financial Matters**

**Budget Amendment 2022-17**

City Manager Amanda Jarratt stated that the budget amendment included two items, the main one being the restriction of the Global Concentrate funds and the first item being the utilize money form the IT budget to Parks & Rec to replace the HVAC unit.

The 2021-2022 City Budget is hereby amended to:

1. Reallocate appropriations from Information Technology to Parks & Recreation to complete a HVAC purchase; and
2. Appropriate proceeds from sale of land in the Pretlow Industrial Park to the Southampton Courthouse Project.

	2021-2022 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
<b>#1</b>			
<b>EXPENDITURES</b>			
100-4-12560-8200 PEG Channel & AV Equipment	\$ 34,500	\$ 24,500	\$ (10,000)
100-4-71300-8400 Capital Outlay	40,000	50,000	10,000
			\$ -
<b>#2</b>			
<b>100 GENERAL FUND REVENUE</b>			
100-3-18990-0007 Sale of Real Estate	\$ -	\$ 1,990,000	\$ 1,990,000
			\$ 1,990,000
<b>EXPENDITURES</b>			
100-4-93100-9380 Transfers to Capital Projects	615,000	2,605,000	1,990,000
			\$ 1,990,000
<b>200 CAPITAL PROJECTS FUND REVENUE</b>			
200-3-41050-9480 Transfer from General Fund	\$ 615,000	\$ 2,605,000	\$ 1,990,000
			\$ 1,990,000
<b>EXPENDITURES</b>			
200-4-94001-8106 Courthouse	\$ 4,284,000	\$ 6,274,000	\$ 1,990,000
			\$ 1,990,000

**Councilman Linwood Johnson made a motion to approve the Budget Amendment 2022-17.**

**Councilman Mark R. Kitchen seconded the motion.**

**The motion carried the vote 6-1-0.**

<b>Mayor Frank Rabil</b>	<b>Aye</b>
<b>Vice-Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark R. Kitchen</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Abstain</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilwoman Wynndolyn Copeland</b>	<b>Aye</b>

**Mayor Frank Rabil stated the motion carried.**

**Amended Agenda Item D**

**D. Car Tax**

**Mayor Frank Rabil turned the floor to Councilman Linwood Johnson.**

Councilman Linwood Johnson stated that the car values have been increased in most localities 42% due to inflation, the car tax should be reduced to about 42% to relieve the increase cost to the Cities citizens. In other words, keeping the car tax as is. If the city is to keep the percentage where it is now, it would not be a burden to the citizens that are paying \$600-800 for one vehicle.

Councilman Linwood Johnson reiterated that other localities are cutting that 42% to keep it as it is and that is on used cars not brand new cars. City Manager Amanda Jarratt stated that because this was not originally on the agenda, she was not as prepared to discuss. Mayor Frank Rabil stated this is why we would like to have these items on the agenda so that we can be better prepared. City Manager Amanda Jarratt wanted to shed some light about where the City currently is, because this is a hot topic across the country because of the supply change shortages and especially the issues related to the ships, the used car market is very different than previously.

City Manager Amanda Jarratt stated that there is a source that provides cars values to localities, the City of Franklin uses JD Powers and what has typically been done is to use the current clean trade in value verse the average trade in value. This is what the City of Franklin has done in the past and it does fall under the Commissioner of the Revenue. City Manager Jarratt and Commissioner Selenia Boone have been working closely about how to approach.

City Manager Amanda Jarratt stated that there was a press release by Governor Youngkin the afternoon of March 14, 2022 @ 3PM, there has not been enough time to analyze it. There will be a meeting between the Commissioner and City Manager regarding this specific issue.

Councilman Linwood Johnson stated that we do not want to see a 42% raise on used vehicles. Councilman Gregory McLemore asked what is the cut of years and mileage? City Manager Amanda Jarratt replied it is over 100k miles and not sure about the year, but can be sent during Friday updates.

Mayor Frank Rabil stated that we have this an agenda item with the recommendations from the Commissioner of the Revenue on what and how the City will proceed. City Manager Amanda Jarratt thanked Selenia Boone, Commissioner of the Revenue for how in tuned she has been about this issue.

### **Amended Agenda Item E**

#### **E. Utilities Bill**

Councilman Linwood Johnson stated that there are some resources that would be beneficial for the citizens and the City moving forward with the electrical bills/company that can help our citizens move forward. The City needs to implement a payment plan similar to Dominion that offers short-term and long-term payments.

Councilman Linwood Johnson thinks that it would be good to get some money and get the balance where individuals are leaving the city not paying at all. This way people can move forward and not have lights turned off and have a payment plan. If the City can develop something of that nature, this could possible help some of the issues.

Councilwoman Wynndolyn Copeland added that she agrees with Councilman Johnson, that the City needs to implement a payment plan. When a resident makes a complaint about the bill, what point does the City offer an energy audit? City Manager Amanda Jarratt answered that anyone can ask for one.

Councilwoman Wynndolyn Copeland asked if someone calls and complains that their bill has gone from \$400 to \$900+, just electric, not including water, sewer, garbage. At that point the person should be offered an energy audit free of charge. City Manager Amanda Jarratt stated that she will check on that if it was a specific person, the staff has offered it with some of the residents, the staff can have further training with this so that they may begin to offer more as well as customer service.

City Manager Amanda Jarratt stated that some of the utility staff have had training recently, she has been speaking with Camara Jacobs, Director of Human Resources, about training all staff, especially those that have regular interaction with the public on a daily, i.e. customer service training, de-escalation training, etc. We can at a future meeting bring back a draft option for payment plans.

Councilwoman Copeland asked if there is one extension at the moment. City Manager Jarratt replied that is correct, one extension a year.

City Manager Amanda Jarratt replied that once the AMI was installed it will be just like Dominion and Community Electric, the need for that goes away. Councilman McLemore asked if the City will be totally dependent on the equipment being accurate? City Manager Jarratt confirmed that yes it is dependent upon the equipment.

Councilman McLemore asked if the equipment malfunctions, how will it be determined that the equipment has malfunctions. City Manager Jarratt replied that with the new AMI system, they communicate two ways, the current meters only communicate one way. The new meters send a signal back if it is not working. City Manager Jarratt stated that there can be a presentation setup during a future meeting to show how the AMI system works.

Mayor Frank Rabil thanked everyone for their suggestions, that they will be taken along to be more prepared to how to deal with responses. City Manager Amanda Jarratt stated that city administration

will pull policies from Dominion and Community Electric as well as the City of Franklin policy and put on future agendas.

**No further action was taken at this time.**

**City Manager 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.
- Anixter is in the process of installing meters to allow us to implement the AMI system.
- 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. Two public hearings will be conducted on April 11<sup>th</sup> and April 25<sup>th</sup>.
- In recognition of Child Abuse Awareness Month, City staff is asking that all local businesses and citizens join us in wearing blue on Friday April 8<sup>th</sup>.

Community Events:

- Child Abuse Prevention Month Day in the Park April 2<sup>nd</sup>.
- Franklin Garden Club and Spring Fest April 23<sup>rd</sup>.
- Franklin Cruise In Kick Off May 7<sup>th</sup>.
- Lumberjack Festival May 7<sup>th</sup>.

City Manager Amanda Jarratt state that Summer Jam positions are open now. The budget work session was taken place before the regular meeting, direction is needed on the ad posted, the key being what the Council would like to advertise the tax rate at. The City cannot not go any higher than what is advertised, the draft budget was built around the \$1.03, it can go lower.

Mayor Frank Rabil added what he believes he is hearing from everyone a need in form of a motion to make it legitimate.

**Mayor Frank Rail entertained a motion to approve advertisement for the tax rate \$1.03. Vice-Mayor Bobby Cutchins made a motion to approve the advertisement for the tax rate \$1.03. Councilwoman Wynndolyn Copeland second the motion.**

**The motion carried the vote 7-0.**

<b>Mayor Frank Rabil</b>	<b>Aye</b>
<b>Vice-Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark R. Kitchen</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>

**Councilwoman Wynndolyn Copeland Aye**

**Mayor Frank Rabil stated the motion carried unanimously.**

**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 the Workforce Council, they are promoting the growth and development, they will be meeting with some of the agencies on the 18<sup>th</sup> of April in the City of Franklin, to aide in job promotions moving forward.

Councilman Linwood Johnson reported on the forum at the Isle of Wight Courthouse on Friday with U.S. State Senator Mark Warner, Congressman Bobby Scott, Congresswoman Elaine Luria, and State Senator Louise Lucas. State Senator Louise Lucas announced at the forum that more funding for police and Western Tidewater Jail employees.

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-A1, 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, Armor 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.**

**A motion was made by Councilman Mark R. Kitchen with a second by Councilman Linwood Johnson to certify the Closed Session.**

**The motion carried the vote 7-0**

**The vote was as follows:**

**Councilman Mark Kitchen Aye**

**Councilwoman Wynndolyn Copeland Aye**

**Councilman Linwood Johnson Aye**

**Councilman Gregory McLemore Aye**



MINUTES FROM THE MARCH 28, 2022 REGULAR CITY COUNCIL MEETING

Mayor Frank Rabil Aye

Vice-Mayor Bobby Cutchins Aye

Councilman Ray Smith Aye

Franklin City Council went into Closed Session at 8:10PM.

Closed Session

Adjournment

A motion was made by Councilwoman Wynndolyn Copeland to adjourn the March 28, 2022 Closed Session. The motion was seconded by Councilman Linwood Johnson

The motion carried the vote 6-1-0

The vote was as follows:

Councilman Mark Kitchen Aye

Councilwoman Wynndolyn Copeland Aye

Councilman Linwood Johnson Aye

Councilman Gregory McLemore Abstained

Mayor Frank Rabil Aye

Vice-Mayor Bobby Cutchins Aye

Councilman Ray Smith Aye

The March 28, 2022 Closed Session was adjourned at 8:54PM

---

Mayor

---

Clerk to City Council



## VIRGINIA DEPARTMENT OF SOCIAL SERVICES

### COMMONWEALTH OF VIRGINIA STATE BOARD OF SOCIAL SERVICES

*Child Abuse Prevention Month*

*Resolution of Recognition*

**Resolution # 2022-06**

**WHEREAS**, every child has the right to safe, healthy, and nurturing environments, with equitable access to resources and opportunities to thrive in their communities; and

**WHEREAS**, during Child Abuse Prevention Month, the State Board of Social Services, recognizes the courage it takes to raise a child and that all parents and families have the right to be treated with dignity, to have economic stability and to receive the support and knowledge that child rearing demands; and

**WHEREAS**, child abuse is considered to be one of our nation's most serious public health problems, with scientific studies documenting the correlation between the abuse and neglect of children and a wide range of medical, emotional, psychological, and behavioral disorders; and

**WHEREAS**, child abuse affects 120,264 families in Virginia, documented through reports to the local departments of social services. During SFY 2021, there were 30,223 completed reports of child abuse accepted by local departments of social services involving 52,263 children; and

**WHEREAS**, the Virginia Department of Social Services and local departments of social services play an integral role in child abuse prevention, keeping children with their families in their communities, and supporting parents and families to successfully thrive in their communities and prevent entry into foster care; and

**WHEREAS**, Virginia's child welfare stakeholders, through pass thru funding to communities, deliver critical services and supports to strengthen familial protective factors to prevent child abuse through programs such as: home visiting services, primary prevention programs, parent support programs, and other evidence-based strategies;

**NOW THEREFORE BE IT RESOLVED**, on this 11<sup>th</sup> day of April, the City of Franklin does hereby recognize April 2022 as Child Abuse Prevention Month; and

**BE IT FURTHER RESOLVED**, the City of Franklin recognizes the critical role that the local family services workers play in supporting families in stress and protecting children at risk of child abuse and does commend and thank them for their service; and

**BE IT FURTHER RESOLVED**, the City of Franklin does hereby call on all local departments of social services and Community Action Agencies to plan with their partners to recognize April as Child Abuse Prevention Month by promoting and highlighting programs and actions in their own community that supports families and safeguard and nurture our children utilizing a variety of activities to include the Virginia child abuse prevention toolkit developed by Families Forward Virginia.

---

Frank M. Rabil, Mayor  
City of Franklin, Virginia



Proclamation  
National Animal Care and Control Appreciation Week  
April 10-16, 2022  
Resolution # 2022-07

**WHEREAS**, as a vital part of the Franklin Police Department, the employees of Animal Control are instrumental in protecting the public from dangerous animals; and

**WHEREAS**, these valuable employees are also dedicated to the rescue of endangered animals, the return of lost animals to their homes and partner with other organizations to find animals loving new homes where appropriate; and

**WHEREAS**, the National Animal Care and Control Association is committed to the professional development of its members through training, advocacy and development of best practices; and

**WHEREAS**, the association has designated the second full week in April as an appropriate time to recognize these valued public safety servants.

Now, Therefore Be It Resolved, that the City Council of Franklin declares the week of April 10 through 16, 2022 to be National Animal Care and Control Appreciation Week in Franklin, Virginia, in honor of the men and women whose diligence and professionalism keep our city and citizens safe.

Signed this 11th day of April 2022

---

Frank M. Rabil, Mayor  
City of Franklin, Virginia



## Proclamation

### National Public Safety Telecommunications Week April 10-16, 2022 Resolution #2022-08

**WHEREAS**, emergencies can occur at any time that requires Police, Fire or Emergency Medical services; and,

**WHEREAS**, when an emergency occurs the prompt response of Police Officers, Firefighters and Paramedics is critical to the protection of life and preservation of property; and,

**WHEREAS**, the safety of our Police Offices and Firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the City of Franklin Police, Fire, EMS communications center; and,

**WHEREAS**, Public Safety Telecommunications are the first and most critical contact our citizens have with emergency services; and,

**WHEREAS**, Public Safety Telecommunications are the single vital link for our Police Officers and Firefighters, by monitoring their activities by radio, providing the information and ensuring their safety; and,

**WHEREAS**, Public Safety Telecommunications of the City of Franklin have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and,

**WHEREAS**, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year;

**NOW THEREFORE BE IT RESOLVED**, that the City Council of Franklin, Virginia declares the week of April 10 through April 16, 2022 to be National Public Safety Telecommunications Week in Franklin, Virginia, in honor of the men and women whose diligence and professionalism keep our City and citizens safe.

Signed this 11<sup>th</sup> day of April 2022

---

Frank M. Rabil, Mayor  
City of Franklin, Virginia



To: Amanda Jarratt, City Manager  
From: Steve Patterson, Chief of Police  
Ref: Retirement of Canine Jolene  
Date: 04-07-2022

Canine Jolene has served the City of Franklin Police Department for the past seven and a half years. Canine Jolene has reached a point in her career that due to medical issues, she can no longer perform as a bloodhound. It has been recommended by our veterinarian that Canine Jolene should retire from duty with the City of Franklin Police Department.

Canine Jolene's handler, Sergeant Cory Brinkley, has requested to take ownership of Canine Jolene. Based on City of Franklin Code 23.5-32 entitled Sale of Surplus Property, Section (c), I am requesting that a special dispensation be granted to allow Canine Jolene to be given to Sgt. Brinkley at no cost. Sgt. Brinkley will be responsible for Canine Jolene's care and maintenance.



*Office of the City Manager  
Amanda C. Jarratt*

April 7, 2022

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Redistricting Map Proposals

**Background**

As you all are aware every ten years after the U.S. Census is conducted redistricting must occur for the six existing wards. Staff worked with the Hampton Roads Planning District Commission to prepare three options for your consideration. In preparing the various options staff was guided by the following requirements for drawing new boundaries:

- A requirement that the 2020 Census date be used to determine the number of residents to be included in each district as new boundaries are drawn.
- A requirement that boundaries count not be drawn that would deviate from the ideal number of residents in a district by more than 5% or by less than 5%.
- A requirement that boundaries be drawn so as to be compact and contiguous.
- A requirement that boundaries be based on clearly defined and identifiable lines.
- A requirement that boundaries should not change the racial demographics of the City.

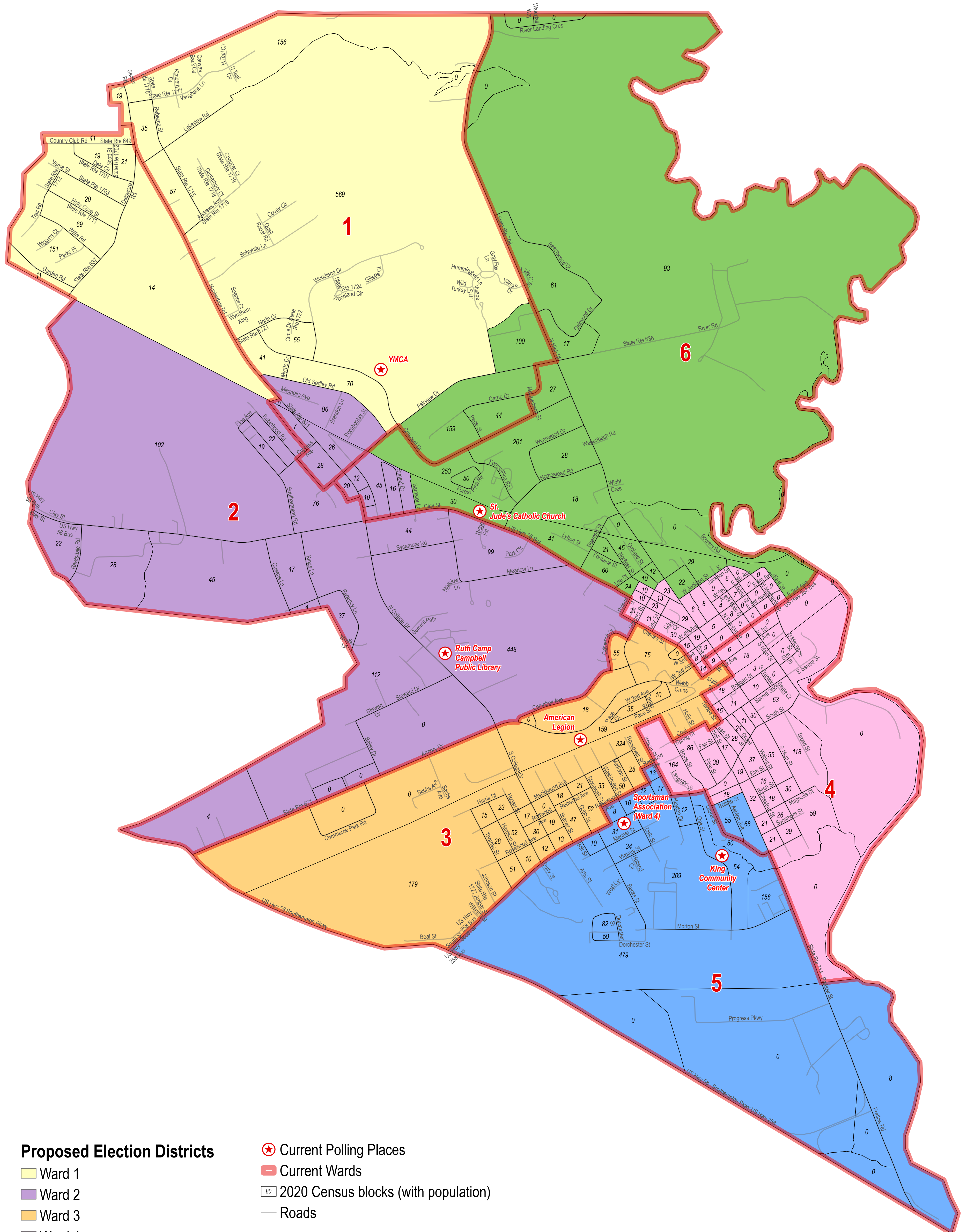
In the 2020 Census the population losses were in Ward 4 and Ward 5. Three options are being presented for consideration. It is important to note, that in both Options A and B the City of Franklin maintains three majority minority districts as is the current scenario under the 2010 final districts. In Option C there are four majority minority districts.

**Needed Action**

Conduct the first of two public hearings on the proposed redistricting maps.



# Proposed Election Districts - Option A



### Proposed Election Districts

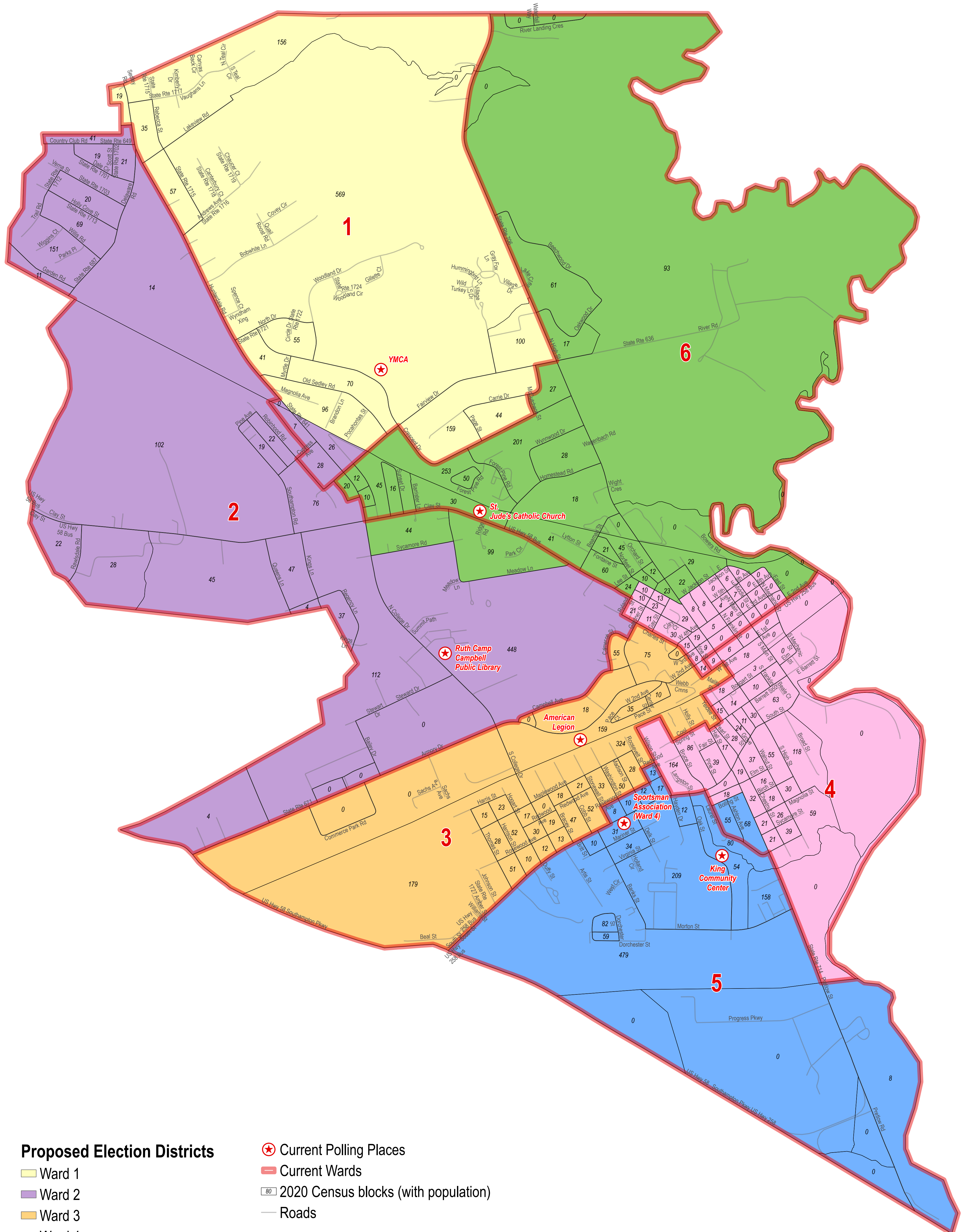
- Ward 1
- Ward 2
- Ward 3
- Ward 4
- Ward 5
- Ward 6

- ⊗ Current Polling Places
- Current Wards
- 2020 Census blocks (with population)
- Roads





# Proposed Election Districts - Option B



## Proposed Election Districts

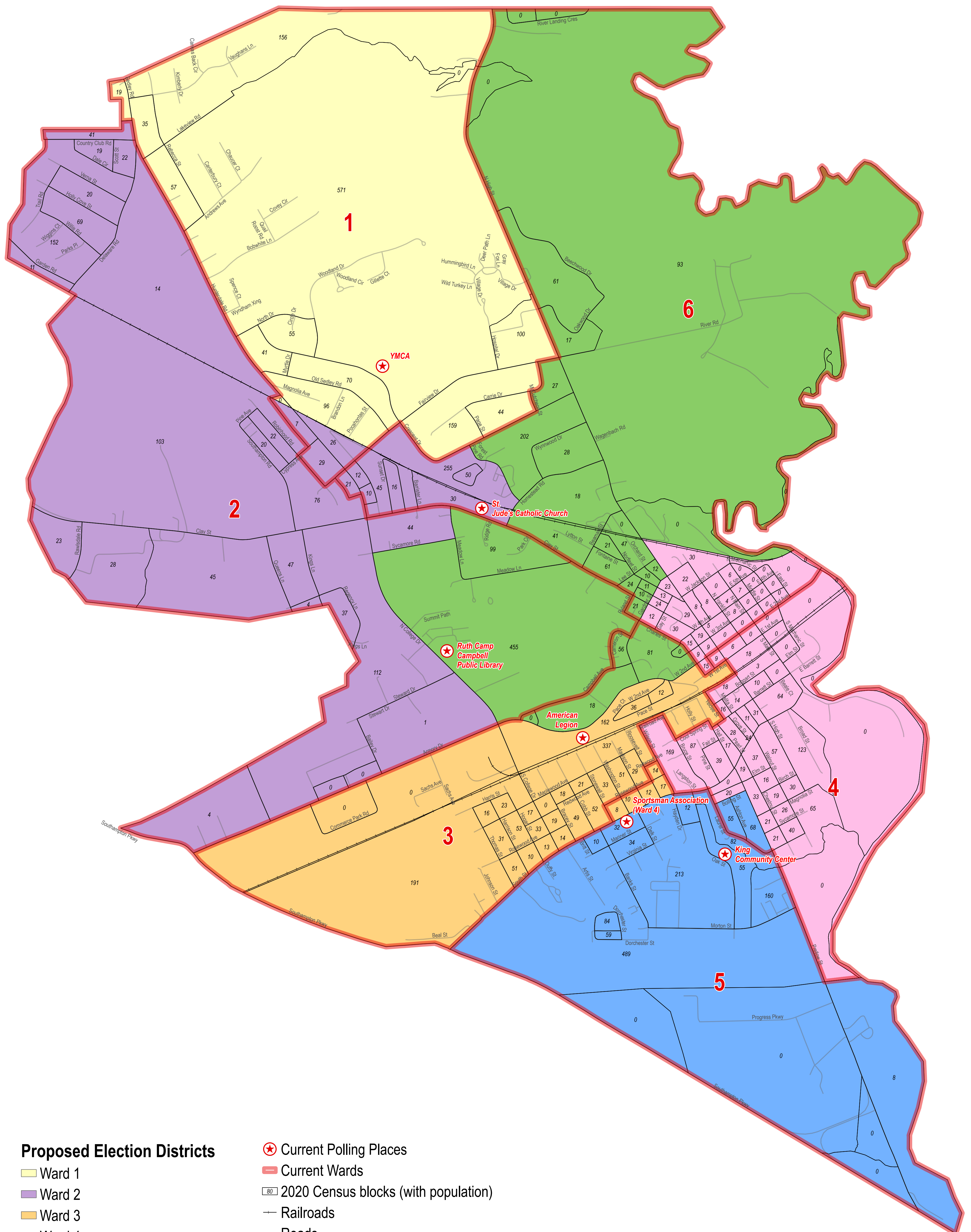
- Ward 1
- Ward 2
- Ward 3
- Ward 4
- Ward 5
- Ward 6

- Current Polling Places
- Current Wards
- 2020 Census blocks (with population)
- Roads





# Proposed Election Districts - Option C



**Proposed Election Districts**

- Ward 1
- Ward 2
- Ward 3
- Ward 4
- Ward 5
- Ward 6

- Current Polling Places
- Current Wards
- 2020 Census blocks (with population)
- Railroads
- Roads



	Existing Districts			Option A			Option B		
	2020 Population*	Deviation from Goal	% Deviation from Goal	2020 Population*	Deviation from Goal	% Deviation from Goal	2020 Population*	Deviation from Goal	% Deviation from Goal
<b>Ward 1</b>	1,465	80	5.78%	1352	-33	-2.38%	1,403	18	1.30%
<b>Ward 2</b>	1,468	83	5.99%	1382	-3	-0.22%	1,387	2	0.14%
<b>Ward 3</b>	1,426	41	2.96%	1426	41	2.96%	1,426	41	2.96%
<b>Ward 4</b>	1,214	-171	-12.35%	1377	-8	-0.58%	1,354	-31	-2.24%
<b>Ward 5</b>	1,299	-86	-6.21%	1422	37	2.67%	1,422	37	2.67%
<b>Ward 6</b>	1,439	54	3.90%	1352	-33	-2.38%	1,319	-66	-4.77%

**Goal = 1,385 per ward**

\* 2020 Census population totals adjusted to reflect home residences of incarcerated persons (VA Division of Legislative Services)

Option C		
2020 Population*	Deviation from Goal	% Deviation from Goal
1,403	18	1.30%
1,415	30	2.17%
1,332	-53	-3.83%
1,387	2	0.14%
1,361	-24	-1.73%
1,413	28	2.02%



City of Franklin  
2020 Redistricting Demographics

2010 Final Districts	Ward	Total 2010 Population	2010 White Pop	% White	2010 Black Pop	% Black	2010 Other Races Pop	% Other Races
	1	1,451	1,201	82.8%	186	12.8%	64	4.4%
	2	1,476	945	64.0%	426	28.9%	105	7.1%
	3	1,388	96	6.9%	1,257	90.6%	35	2.5%
	4	1,374	175	12.7%	1,169	85.1%	30	2.2%
	5	1,398	32	2.3%	1,328	95.0%	38	2.7%
	6	1,495	884	59.1%	501	33.5%	110	7.4%
<b>TOTAL</b>	<b>8,582</b>	<b>3,333</b>		<b>4,867</b>		<b>382</b>		

Current election district demographics with 2010 census data

2020 w/ Existing Districts	Ward	Total 2020 Population*	2020 White Pop	% White	2020 Black Pop	% Black	2020 Other Races Pop	% Other Races
	1	1,465	1,127	77.1	224	15.3	111	7.6%
	2	1,468	815	56.0	562	38.6	78	5.4%
	3	1,426	132	9.6	1,183	86.1	59	4.3%
	4	1,214	151	12.7	965	81.3	71	6.0%
	5	1,299	44	3.5	1,158	90.8	74	5.8%
	6	1,439	739	51.8	547	38.4	140	9.8%
<b>TOTAL</b>	<b>8,311</b>	<b>3,008</b>		<b>4,639</b>		<b>533</b>		

Option A	Ward	Total 2020 Population*	2020 White Pop	% White	2020 Black Pop	% Black	2020 Other Races Pop	% Other Races
	1	1,352	1,052	78.0%	194	14.4%	102	7.6%
	2	1,382	766	56.0%	531	38.8%	72	5.3%
	3	1,426	132	9.6%	1,183	86.1%	59	4.3%
	4	1,377	274	20.4%	941	70.0%	130	9.7%
	5	1,422	58	4.2%	1,265	90.4%	76	5.4%
	6	1,352	726	54.0%	525	39.0%	94	7.0%
<b>TOTAL</b>	<b>8,311</b>	<b>3,008</b>		<b>4,639</b>		<b>533</b>		

Option B	Ward	Total 2020 Population*	2020 White Pop	% White	2020 Black Pop	% Black	2020 Other Races Pop	% Other Races
	1	1,403	1,094	78.1%	203	14.5%	104	7.4%
	2	1,387	740	53.9%	551	40.1%	82	6.0%
	3	1,426	132	9.6%	1,183	86.1%	59	4.3%
	4	1,354	262	19.8%	938	71.0%	122	9.2%
	5	1,422	58	4.2%	1,265	90.4%	76	5.4%
	6	1,319	722	55.1%	499	38.1%	90	6.9%
<b>TOTAL</b>	<b>8,311</b>	<b>3,008</b>		<b>4,639</b>		<b>533</b>		

Option C	Ward	Total 2020 Population*	2020 White Pop	% White	2020 Black Pop	% Black	2020 Other Races Pop	% Other Races
	1	1,403	1,094	78.0%	203	14.5%	104	7.4%
	2	1,415	834	58.9%	465	32.9%	106	7.5%
	3	1,332	116	8.7%	1,115	83.7%	55	4.1%
	4	1,387	278	20.0%	942	68.0%	135	9.7%
	5	1,361	55	4.0%	1,216	89.4%	68	5.0%
	6	1,413	631	44.7%	698	49.4%	65	4.6%
<b>TOTAL</b>	<b>8,311</b>	<b>3,008</b>		<b>4,639</b>		<b>533</b>		

Proposed election district demographics with 2020 census data

\*Total population adjusted for prison population by VA Div. of Legislative Services.

Population by race is not adjusted.



*Office of the City Manager  
Amanda C. Jarratt*

April 7, 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.
- Anixter is in the process of installing meters to allow us to implement the AMI system.
- City staff is in the process of reviewing the policies of Dominion Energy and Community Electric. An update will be provided at an upcoming City Council meeting.
- City staff in collaboration with the Commissioner of the Revenue are working with JD Powers regarding car values to lessen the burden on the taxpayer.

### **Community Events**

- Franklin Garden Club and Spring Fest April 23<sup>rd</sup>.
- Franklin Cruise In Kick Off May 7<sup>th</sup>.
- Lumberjack Festival May 7<sup>th</sup>.