



**Franklin City Council Agenda  
March 13, 2023  
Council Chambers  
207 West Second Avenue  
Franklin, Virginia 23851**

**6:00 P.M.**

Budget Work Session

**7:00 P.M.**

**Regular Meeting**

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

**1. CONSENT AGENDA:**

- A. Approval of February 27, 2023 minutes
- B. STAR Performer Award
- C. Emergency Management Professionals' Week 2023-5

**2. FINANCIAL MATTERS**

- A. Budget Amendment 2023-16
- B. Quarterly Financial Overview

**3. OLD/ NEW BUSINESS:**

- A. Red Cross Overview
  - a. American Red Cross Month Resolution 2023-6
- B. Health Insurance Renewal
- C. Laurel Street CDBG Project
  - a. Appointment of Spark Plug
  - b. Non-Discriminatory Policy
- D. Tethering Discussion
- E. City Manager's Report

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

**5. ADJOURNMENT**

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# Closed Session & Regular City Council Meeting Minutes February 27, 2023

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## Call to order

The Franklin City Council held a regular City Council meeting on February 27, 2023 at 7:00 P.M. in the City Council Chambers located at 207 West Second Avenue, Franklin, Virginia 23851.

Council Members in Attendance: Robert “Bobby” Cutchins, Mayor; Wynndolyn Copeland, Vice-Mayor; Councilman Linwood Johnson (7:06 p.m.); Councilwoman Jessica Banks; Councilman Mark Kitchen; Councilman Ray Smith; Councilman Gregory McLemore.

Council Members not in Attendance:

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

Other Staff in Attendance: Steve Patterson, Chief of Police; Robert Porti, Deputy Chief of Police; Brent Gayle, Sergeant; Brian Snow, Sergeant; Vernie Francis, Chief of EMS; Sarah Rexrode, Director of Social Services; Carlee Gurskiy, Director of Community Development; Camara Jacobs, Director of Human Resources; Dinah Babb, Treasurer; Selenia Boone, Commissioner of Revenue; Zachary Wright, Director of Power & Light; Rachel Trollinger, Director of Finance.

## Citizen’s Time

**Ms. Sandra Williams of 100 Langston Court Franklin, Virginia**, would like City Council to look at the utility billing payment plan and extension program.

**Mr. Thomas Council, III of Franklin, Virginia**, wanted to address City Council regarding his lawsuit with the City of Franklin and Southampton County.

## Amendments to Agenda

Mayor Bobby Cutchins asked if there any amendments to the agenda. No amendments at this time.

## Consent Agenda:

- A. Approval of February 13, 2023 Meeting Minutes.

Mayor Bobby Cutchins asked if there were any corrections or additions for the February 13, 2023 meeting minutes.

Mayor Bobby Cutchins entertained a motion to approve the February 13, 2023 meeting minutes as presented. Councilman Mark Kitchen made a motion to approve the February 13, 2023 meeting minutes with a second from Councilman Linwood Johnson.

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

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>

Mayor Bobby Cutchins affirmed the motion carried.

**B. Introduction of New Employees – Finance Director**

City Manager Amanda Jarratt stated that Ms. Tracy Spence moved on to a new opportunity, we are happy to introduce to City Council Ms. Rachel Trollinger, Director of Finance for the City of Franklin. Ms. Trollinger has joined the team and has jumped right into things with budget season in full motion. Ms. Trollinger has over 30 years of experience within finance.

Mayor Cutchins and City Council welcomed Ms. Trollinger to the team.

**C. Black History Month Resolution #2023-3 (Read by Wynndolyn Copeland)**



**Celebrating Black History Month  
Resolution #2023-3**

**Whereas**, Black History Month in the United States is a historic tradition beginning in 1926 when historian Carter G. Woodson and the Association of Negro Life and History dedicated the second week in February as “Negro History Week”; and

**Whereas**, in 1976, as part of the nation’s bicentennial, Black History Week was expanded and became established as Black History Month, and is now celebrated all over North America; and

**Whereas**, the rich inventions, courage, resolve, and cultural influences delivered to the nation by African Americans have been traditionally recognized regionally by the state of Virginia; and

**Whereas**, Virginia is home to the longest continuous experience of Black life and culture in the United States spanning more than four centuries, beginning before the first English settlement at Jamestown and through the Revolutionary War, Civil War, Emancipation and the Civil Rights eras; and

**Whereas**, Nat Turner being an enslaved preacher who led a two-day rebellion, known as the Nat Turner Rebellion, of both enslaved and free people in Southampton County, Virginia. The rebellion being suppressed at Belmont Plantation on August 23, 1831 and resulted in state legislatures passing new laws prohibiting education of slaves and free African Americans, restricting right of assembly and other civil liberties for free African Americans.

**Whereas**, Dred Scott, known for Dred Scott v. Sanford, was born into Slavery around 1799 in Southampton County, Virginia. In January 1850 won his freedom, the case being reversed in 1852, making Dred Scott enslaved again, after several appeals, taking the case to the United States Supreme Court, giving Dred Scott and his family freedom on May 26, 1857.

**NOW, THEREFORE, BE IT RESOLVE**, the City of Franklin celebrates February 2023, 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 27<sup>th</sup> day of February 2023

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Robert “Bobby” Cutchins  
Mayor, City of Franklin

Mayor Bobby Cutchins entertained a motion to approve the Black History Month Resolution #2023-3. Councilman Linwood Johnson made a motion to approve the Black History Month Resolution #2023-3 with a second from Councilman Ray Smith.

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

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>

Mayor Bobby Cutchins affirmed the motion carried.

**Financial Matters:**

**A. Budget Amendment #2023-15**

City Manager Amanda Jarratt stated that the City received a grant from the Creative Communities Partnership. The City receives this grant every year in support of the Rawl’s Museum Arts and this budget amendment appropriates these funds for use.

		2022-2023	AMENDED	INCREASE
		BUDGET	BUDGET	(DECREASE)
100	<b>GENERAL FUND</b>			
	<b>REVENUE</b>			
24040-0008	Arts Grant	\$0	\$4,500	\$4,500
				\$4,500
	<b>EXPENDITURES</b>			
11010-5699	Contributions to Comm Organizations	\$71,067	\$75,567	\$4,500
				\$4,500

Mayor Bobby Cutchins entertained a motion to approve Budget Amendment #2023-15. Vice-Mayor Wynndolyn Copeland made a motion to approve Budget Amendment #2023-15 with a second from Councilman Linwood Johnson.

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

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Absent</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>

Mayor Bobby Cutchins would like the record to reflect that Councilman Mark Kitchen stepped out for moment during this vote/discussion.

Mayor Bobby Cutchins affirmed the motion carried.

### Old/New Business:

#### A. S.T.A.R. Haven Presentation

City Manager Amanda Jarratt stated that Ms. Boone addressed Council during the last meeting to request to be put on the agenda to address the homelessness issue.

Ms. Kianna Boone presented that her organization S.T.A.R. Haven, Inc. is a non-profit organization that houses the homeless and people with mental issues. Ms. Boone organization provides food distribution to those who suffer with food insecurities, they host events which provide food to those in need. Our organization supports the clients in each stage of their lives to achieve the best possible results in their transformation. The mission of S.T.A.R. Haven, Inc., is to improve the lives of others by meeting their

needs and providing a safe and healthy environment so they can thrive, they serve by reducing homelessness, providing quality, safe, affordable, and efficient living.

Councilman Linwood Johnson stated that Ms. Boone and her team have done many great things in these communities to help battle the issue with homelessness.

Mayor Bobby Cutchins asked what the steps are for the homeless that may need shelter for a few days. Ms. Boone stated depending on the budget, they have with emergency night stays and other resources.

#### B. Banks Street Rezoning Public Hearing

City Attorney Chris Mackenzie notified Council to start with the staff report so that the citizens may know what the discussion and public hearing is for.

City Manager Amanda Jarratt called Ms. Carlee Gurskiy to come forward to speak on the staff report. Ms. Gurskiy stated the applicant for the rezoning request is the owner, Franklin Redevelopment & Housing Authority, the request includes an amendment of the zoning designation, R-2, general residence, to R-1A conditional, general residence. The purpose of the rezoning of the property is to allow the development of a multi-family dwelling that would be 50 3-story units accompanied with 92 designated parking spaces.

Ms. Gurskiy stated that FRHA and Woda Cooper Company have amended the rezoning application with the submission of a proffer statement including the following two proffers, as conditions to the rezoning;

1. Height not to exceed three stories and no more than 50 feet
2. Development will consist of no more than 50 multifamily units

Mr. Bruce Watts, Vice-President of Woda Cooper Company, stated that this will be a 50 unit development with 2-4 bedrooms, energy efficient appliances which will give the tenants will save about 30% on their utilities bill each month. The material will be 60% brick and 40% fiber cement board and batten, along with vinyl shakes and fiber cement panels. There will be an elevator, community room, library, and a fitness center. This project will be about \$14.5 million dollars, it will not devalue any property.

Ms. Gwen Blue, Executive Director of Franklin Redevelopment & Housing Authority, stated they continue to offer homeownership to the residents of Franklin, VA, not just the public housing residents and Section 8. Some of the public has spoken on needing affordable homes. The average income for the median household is \$28,075.

#### **Mayor Bobby Cutchins opened the public hearing.**

**Ms. Pearlle Banks of Franklin, Virginia**, stated her concerns with the development of the apartments. Ms. Banks asked Council to consider voting no to the development.

**Ms. Dorothy Boone of Ward 5 Franklin, Virginia**, stated her concerns with the development of the apartments. Ms. Boone asked Council to consider voting no to the development.

**Ms. Mona Murphy of 608 Walnut Street Franklin, Virginia**, stated her concerns with the development of the apartments and asked Council to listen to the citizens and consider voting no to the development.

**Ms. Carolyn Williams 1613 Dorchester Street Franklin, Virginia**, stated her concerns with the development of the apartments. Ms. Williams asked Council to consider voting no to the development.

**Ms. Lokette Wiggins-Myrick of Ward 5 Franklin, Virginia**, stated her concerns with the development of the apartments. Ms. Wiggins-Myrick asked Council to consider voting no to the development.

**Mr. Steve Dozier of 1625 Dorchester Street Franklin, Virginia**, stated his concerns and asked Council if they would use this property to do family homes instead of apartments.

**Mr. Ricky Sykes of Street Franklin, Virginia**, stated his concerns and asked Council to consider to vote no to the development.

**Ms. Sandra Williams of 100 Langston Court Franklin, Virginia**, stated her concerns with the development of the apartments. Ms. Williams asked Council to consider voting no to the development.

**Ms. Brenda Peterson of Ward 2 Franklin, Virginia**, stated that she would like to see more homes built instead of apartments.

**Ms. Selenia Jordan of Franklin, Virginia**, stated her concerns with the development of the apartments.

**Ms. I'Asia of Morton Street Franklin, Virginia**, asked Council to hear the citizens out and their concerns.

**Unknown Speaker Name**, the speaker is not a resident of Franklin but works in the City, and would like to see something where people feel comfortable.

**Mayor Bobby Cutchins closed the public hearing and opened the floor to City Council for comments.**

Mr. Bruce Watts spoke to City Council and the residents in attendance. Woda Cooper Companies build quality homes and communities and ask the residents to believe in them and what they can do for the City of Franklin.

Vice-Mayor Wynndolyn Copeland stated that she conducted a survey in Ward 5 and everyone stated no to the rezoning and the development of a complex. Vice-Mayor Copeland stated that she will vote no to the rezoning and asks that Council will agree with the Planning Commission recommendations and vote no.

Councilman Linwood Johnson stated his concerns within the City of Franklin. Councilman Mark Kitchen thanked everyone for speaking and sharing their concerns. Councilwoman Jessica Banks stated that she would love to the City grow, however, she will have to go with the concerns of the citizens, and we should support the people of Franklin. Councilman Gregory McLemore stated some of his concerns.

Mayor Bobby Cutchins stated that is not an easy discussion when it comes to redevelopment. It's important to listen to everyone concerns. Mayor Cutchins asked Council if there any more discussion.

Councilman Linwood Johnson made a motion to adopt the Banks Street rezoning with a second from Councilman Gregory McLemore. Mayor Bobby Cutchins did a roll call vote of Council.

**The motion carried the vote 5-1-1**

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Nay</b>
<b>Councilwoman Jessica Banks</b>	<b>Nay</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Nay</b>
<b>Mayor Bobby Cutchins</b>	<b>Nay</b>
<b>Councilman Ray Smith</b>	<b>Nay</b>
<b>Councilman Gregory McLemore</b>	<b>Abstained</b>

**The motion is not approved.**

Vice-Mayor Wynndolyn Copeland made a motion to agree with the Planning Commission to not rezone Bank Street, with a second from Councilman Mark Kitchen. Mayor Bobby Cutchins did roll call vote.

**The motion carried the vote 5-1-1**

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Nay</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Abstained</b>

**The motion carried the vote.**

The application for the Bank Street rezoning has been denied per City Attorney Chris Mackenzie. City Attorney stated that Council can make a motion to amend the agenda because of the two items regarding the revitalization and tax abatement discussion.

Councilman Ray Smith made a motion to amend the agenda a remove the remainder discussion of the revitalization with a second from Vice-Mayor Wynndolyn Copeland.

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

**The vote was as follows:**



<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>

**The motion carried the vote.**

#### C. Public Safety Radio Study Presentation

City Manager Amanda Jarratt stated based on direction from Franklin City Council staff in collaboration with Southampton County issued an RFP to conduct a survey and study of the City of Franklin current and future radio needs. Over the last few months staff from both municipalities has been working with CTA to conduct this analysis. Attached for your review is the Executive Summary and recommended next steps. The needed action is for Council to provide feedback to staff and authorize staff to move forward with issuing the required RFP to complete the necessary next steps.

Ms. Cheryl of CTA stated the accomplishments have been the initialization meeting, site surveys, agency interviews, ranking of attributes, technology review, FCC license analysis, traffic loading analysis, coverage analysis, cost benefit analysis, alternatives workshop, draft report, and final report. Southampton County and City of Franklin operates 3 communications systems. Current user issues are lack of coverage: portable and in-building, analog equipment no longer supported, equipment at end-of-life, lack of operability, lack of interoperability, interference, crowding, and capacity. The recommended best fit alternatives: stand-alone 700 MHz P25 phase 2 trunked simulcast radio system is the best fit for Southampton County and City of Franklin.

**No action at this time.**

#### D. City Managers Report

City Manager Amanda Jarratt stated the main update is regarding the situation with the juvenile, the best temporary position right now is the Merrimac juvenile detention center in Williamsburg, Virginia. They've agreed to reserve a number of beds for the City Franklin. We will reserve a block of eight and then pay for them based on our historical use and then do a true-up on actual use. If additional beds are needed, it will be on a case by case bases.

#### General Updates

- Staff continues to work on the various capital projects approved by City Council.
  - The staff committee for the Armory Project consists of Chad Edwards, Sammara Green, and Lin Darden. Carlee Gurskiy will also be involved. Camp Community College and other community partners will offer feedback throughout the design process. We are in a

holding pattern waiting for demolition and waiting for our official grant award letter from HUD. Staff is in the process of interviewing architects.

- The staff committee for the courthouse renovation project will consist of Chief Steve Patterson, Chad Edwards, and Lind Darden. The judges, Clerk of Court, and Sheriff's Department in addition to other stake holders will be consulted throughout the design process. A meeting with staff is scheduled for February 10, 2023. A meeting with other stakeholders and security review is scheduled for February 17<sup>th</sup>.
- The staff committee met regarding Riverwalk Park. The kayak design is underway and in addition, the consultant is providing an updated timeline for completion.
- Staff continues to work with DHCD and Summit Engineering on the Laurel Street CDBG Grant. Client intake and income verifications have begun.
- Staff continues to meet with regional partners to discuss next steps on the regional radio system as well as violence and crime prevention.
- Staff continues to work with Court Services and our other locality partners for both short and long term solutions to the juvenile detention situation.
- Staff is working to schedule a retreat for City Council to discuss the City's vision, goals, and objectives. Additional details will be provided in the coming weeks. The retreat is scheduled for March 2, 2023 at the Wakefield 4-H Conference Center.

#### Upcoming Community Events

- April 21<sup>st</sup> & 22<sup>nd</sup> – Circus & Spring Fest
- April 11<sup>th</sup> – City of Franklin Blood Drive
- TBD – Car Show Grand Opening
- May 6<sup>th</sup> – Lumberjack Fest
- June 17-19<sup>th</sup> – Juneteenth Cultural Festival aka Virginia Mardi Gras
- June 28<sup>th</sup> – Independence Day Celebration
- Dec. 2<sup>nd</sup> – Elf Parade & Holiday Market

**No action taken at this time.**

#### Council/Staff Reports on Boards/Commissions:

Councilman Linwood Johnson gave Council information for the Hampton Roads Workforce Council had a meeting at Camp College, job development for adults will be available in the City of Franklin once they hire a Director. Citizens will not have to drive to Suffolk they will be able to come to Camp College.

#### Closed Session:

Councilman Mark 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; Industrial Development Authority, HRPDC Community Advisory Committee, Southview Cemetery Advisory Committee; 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, Banks Street, 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 Sandford vs. City of Franklin, Council vs. City of Franklin, Ferguson vs. City of Franklin, and Wellington vs. City of Franklin.

The motion was seconded by Councilwoman Wynndolyn Copeland.

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

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>

Mayor Bobby Cutchins confirmed the motion carried the vote.

**Motion Upon Returning to Open Session**

Councilman Mark Kitchen 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 February 27, 2023, meeting were heard, discussed or considered by the City of Franklin, Virginia City Council; and (ii) no action was taken in closed meeting regarding the items discussed.

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

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Mayor Bobby Cutchins</b>	<b>Aye</b>

**Councilman Ray Smith** **Aye**

**Councilman Gregory McLemore** **Aye**

Mayor Bobby Cutchins confirmed the motion carried the vote.

**Adjournment**

Vice-Mayor Wynndolyn Copeland made a motion to adjourn the February 27, 2023 City Council meeting with a second from Councilman Linwood Johnson.

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

**The vote was as follows:**

**Councilman Linwood Johnson** **Aye**

**Councilman Mark Kitchen** **Aye**

**Councilwoman Jessica Banks** **Aye**

**Vice-Mayor Wynndolyn Copeland** **Aye**

**Mayor Bobby Cutchins** **Aye**

**Councilman Ray Smith** **Aye**

**Councilman Gregory McLemore** **Aye**

Mayor Bobby Cutchins stated the meeting stands adjourned.

The February 27, 2023 City Council meeting was adjourned at 10:15 P.M.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk to City Council

**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:** Trisha Martinez

**Job Title:** Police Officer-School Resource Officer

**Department:** Police

**Immediate Supervisor:** Lt. Randy Bailey

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

Officer Martinez was selected and accepted the role as the School Resource Officer at Franklin High School, J. P. King Middle School, and S. P. Morton Elementary School. Officer Martinez has worked diligently to build partnerships with not only the students but school staff as well. Officer Martinez stays abreast of issues affecting not only the schools but those incidents that may affect the community as well. Recently, at a community meeting, a young lady publicly thanked Officer Martinez for her response during the vigil for her brother. Her response was described as understanding and compassionate. Furthermore, Principal Travis Felts advised me that Officer Martinez is the perfect fit for their school and handles situations with respect and tact.

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

Officer Martinez is present, engaged, and aware while working her assignments at the schools. Officer Martinez is expected to not only work her school days but after school activities such as football and basketball games. Officer Martinez is responsible for developing schedules for these events and during the past football and basketball seasons she worked the majority if not all of the games. Furthermore, she will take her own time and travel to away games to support her players. In my opinion that is remarkable. Officer Martinez has not just accepted the position of SRO, she has become the SRO that our youth at the schools can look up to and feel comfortable talking to.

**Name of person making nomination** Steve Patterson

**Date of nomination** 03-06-2023

**Endorsing Signature and any comments** 

On numerous occasions I have seen school aged children at all levels see Officer Martinez and their faces light up and their smile is bright. They recognize her, start waving, and say hi because they recognize her from being at their schools. There is no doubt in my mind this will continue to build on community partnerships as this process grows.

**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.**

There is no doubt from the relationships Officer Martinez makes with school students and staff that she is improving the quality of service delivered to the public,

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Steve Patterson, Chief of Police  
**Department Head**



## **Emergency Management Professionals' Week**

### **Proclamation #2023-5**

**WHEREAS**, the emergency management team of the City of Franklin and the Commonwealth of Virginia work tirelessly behind the scenes to create a safer, stronger and more resilient City of Franklin in the midst of natural disasters, pandemics, civil unrest, terrorism and other man-made and natural threats and hazards; and

**WHEREAS**, every emergency begins and ends locally; and

**WHEREAS**, emergency managers are considered vital public service to and between essential services that assist the City of Franklin to prepare for, respond to and recover from emergencies; and

**WHEREAS**, emergency managers develop emergency plans and procedures, organize training including first responders and community partners, manage, lead, and provide skills and resources to minimize the impact of disasters, work with state and federal agencies to find the most effective methods of disaster recovery, to increase safety and security, as well as build business continuity; and

**WHEREAS**, the role of emergency managers in creating a safer more resilient community is more important than ever;

**NOW, THEREFORE, I**, Bobby Cutchins, Mayor of the City of Franklin, Virginia, do hereby proclaim March 19th-23rd, 2023 as

### **EMERGENCY MANAGEMENT PROFESSIONALS' WEEK**

In the City of Franklin City Council encourage all citizens to honor the City of Franklin Emergency Management team and to recognize their service behind the scenes and commitment to the health, safety, and welfare of all who live and visit in Franklin, Virginia.

Signed this 13<sup>th</sup> day of March 2023

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Robert "Bobby" Cutchins  
Mayor, City of Franklin, Virginia

## BUDGET AMENDMENT 2023-16

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2022-2023 City Budget is hereby amended to:

1. recognize revenues from the State for Street Maintenance and to appropriate such revenue for use;
2. appropriate Opioid Distributors & Janssen settlement revenue for distribution to the 5<sup>th</sup> Judicial Drug Treatment Court; and
3. recognize the School's supplemental appropriation of Federal revenue and to appropriate for use.

		2022-2023 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
		<b>#1</b>		
<b>100 GENERAL FUND</b>				
<b>REVENUE</b>				
	100-3-24040-0006 Street and Highway Maintenance	\$ 1,710,059	\$ 1,790,323	\$ 80,264
				<u>\$ 80,264</u>
<b>EXPENDITURES</b>				
PW-Streets	100-4-41200-8333 Reserve for Street Imp Paving	\$ 968,503	\$ 1,048,767	\$ 80,264
				<u>\$ 80,264</u>
		<b>#2</b>		
<b>100 GENERAL FUND</b>				
<b>REVENUE</b>				
	100-3-18990-3014 Opioid Settlement Funds	\$ 19,450	\$ 22,723	\$ 3,273
				<u>\$ 3,273</u>
<b>EXPENDITURES</b>				
Non-Departmental	100-4-91500-5871 Opioid Settlement Funds	\$ 19,450	\$ 22,723	\$ 3,273
				<u>\$ 3,273</u>
		<b>#3</b>		
<b>250 SCHOOL OPERATIONS</b>				
<b>REVENUE</b>				
	250-3-33010-0273 NCLB Grant - Title III Part A	\$ 7,395	\$ 4,274	\$ (3,121)
	250-3-33010-0279 Recruitment and Retention Sup Grant	\$ -	\$ 30,000	\$ 30,000
				<u>\$ 26,879</u>
<b>EXPENDITURES</b>				
	250-4-60000-0073 NCLB Grant - Title III Part A	\$ 7,395	\$ 4,274	\$ (3,121)
	250-4-60000-0279 Recruitment and Retention Sup Grant	\$ -	\$ 30,000	\$ 30,000
				<u>\$ 26,879</u>

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

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*Clerk to the City Council*





# COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION  
1401 EAST BROAD STREET  
RICHMOND, VIRGINIA 23219-2000

Stephen C. Brich, P.E.  
Commissioner

July 1, 2022

To: Cities and Towns in the Urban System

Subject: Street Payments to Cities and Certain Towns under Section 33.2-319 of the Code of Virginia

In accordance with Section 33.2-319 of the *Code of Virginia*, the payment rates per lane mile for street payments have been updated for fiscal year 2023 as follows:

Principal/Minor Arterial Roads \$24,012.06 per lane mile

Collector/Local Streets \$14,098.26 per lane mile

These rates will be applied to eligible lane mileage for each classification as of July 1, 2022. The attached inventory and mileage summary reflects any approved adjustments in lane mileage that your municipality submitted to the Department during the past year. While we have made every effort to ensure the accuracy of the inventory, we recommend that you check for omissions and errors, etc., and advise this office of any changes needed.

Payments have been approved by the Commonwealth Transportation Board and will be made at the end of each quarter of the fiscal year by Electronic Data Interface (EDI).

Equipment rental rates can be found via the Blue Book, or rates through FEMA for declared emergencies only. The Rental Rate Blue Book can be found on the Equipment Watch webpage at <http://www.equipmentwatch.com/marketing/product/331/rental-rate-blue-book-equipment-costs>. For emergencies, the FEMA Equipment Rates can be found at (<http://www.fema.gov/government/grant/pa/eqrates.shtm>). The cost of the Rental Rate Blue Book purchase can be paid for utilizing maintenance funds.

Cities and Towns in the Urban System  
June 23, 2021  
Page 2

If you have questions or need additional information, please do not hesitate to contact me at (804) 225-4466. Thank you for your continued partnership.

Sincerely,

John Leonard  
Urban Programs Manager  
Local Assistance Division

Enclosure

Cc: District Administrators  
Residency Administrators



# COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION  
1401 EAST BROAD STREET  
RICHMOND, VIRGINIA 23219-2000

**Stephen C. Brich, P.E.**  
Commissioner

July 1, 2022

Ms. Amanda Jarratt  
City Manager  
207 W Second Avenue  
P. O. Box 179  
Franklin, Virginia 23851

Re: Overweight Permit Fee Revenue Payments FY23

Dear Ms. Jarratt:

As you are aware, the 2012 General Assembly amended sections 46.2-1140.1, 46.2-1143, 46.2-1148 and 46.2-1149.1 authorizing the Commonwealth Transportation Board (CTB) to distribute overweight permit fee revenue on the basis of lane mileage to localities eligible for maintenance payments.

The CTB was authorized to begin making such payments for FY14. Your total supplemental payment for fiscal year 2023 will be \$920.80. These funds will be added to your maintenance payments and will be provided to you in equal quarterly payments beginning in September.

If you have any questions or need additional information, please contact me at (804) 225-4466.

Sincerely,

John Leonard  
Urban Programs Manager  
Local Assistance Division

VIRGINIA DEPARTMENT OF TRANSPORTATION  
 URBAN MAINTENANCE INVENTORY  
 LOCAL ASSISTANCE DIVISION

SUMMARY REPORT

DATE: 6/27/2022

TIME: 8:23:16AM

( 145 ) City of Franklin

( 23 ) Hampton Roads

( 05 ) Hampton Roads

MILEAGE SUMMARY

STATE  
 FUNCTIONAL  
 CLASSIFICATION

LENGTH

PEAK HOUR  
 MOVING  
 LANE MILES

Arterial - Minor	( ARM )	7.70	23.37
Collector	( COS )	10.42	22.58
Local	( LOS )	32.38	64.54
<b>TOTAL</b>		<b>50.50</b>	<b>110.49</b>

STATE ARTERIALS		7.70	23.37
COLLECTOR and LOCAL		42.80	87.12
<b>TOTAL</b>		<b>50.50</b>	<b>110.49</b>

**Commonwealth of Virginia**  
**Opioid Abatement Authority**  
701 E. Franklin St., Suite 803  
Richmond, Virginia 23219

March 2, 2023

On February 16, 2023, the Office of the Attorney General provided information via email to counsel representing non-litigating localities regarding additional settlement payments that cities and counties should expect to receive in the near future. These additional settlement payments reflect the remaining balances of the Deficiency Fund, which was created pursuant to Virginia's Opioid Abatement Fund and Settlement Allocation Memorandum of Understanding ("MOU") to cover attorney's fees and costs incurred by litigating subdivisions' counsel.

A pdf document detailing each respective city/county share of the Deficiency Fund balance payments can be found on the attached table.

The Opioid Abatement Authority (OAA) will update the comprehensive Summary of Opioid Funds to Localities document to reflect these additional payments in the near future.

The information communicated by the Office of the Attorney General to counsel is as follows:

*"Counsel—*

*On behalf of the Office of the Attorney General of Virginia, I am writing to provide some additional information to you regarding opioid settlement distributions. Specifically, this concerns the multistate settlements with three major opioid distributors (McKesson, Cardinal Health, and AmerisourceBergen) and opioid manufacturer Janssen Pharmaceuticals (a subsidiary of Johnson & Johnson) that the Commonwealth joined in 2021.*

*You signed on to those settlements and submitted participation forms in late 2021, and in 2022 you received direct disbursements of your locality shares from the first two payments under the distributors settlement, and the first payment under the Janssen settlement.*

*Pursuant to Virginia's Opioid Abatement Fund and Settlement Allocation Memorandum of Understanding ("MOU"), which you approved and joined, 25% of your locality shares were initially held back for a Deficiency Fund to cover attorney's fees and costs incurred by the litigating subdivisions, to the extent those fees and costs were not covered by a national attorney's fees fund. Any funds that remained in the Deficiency Fund after payment of the litigating subdivisions' counsel are to be distributed to the localities pursuant to the allocation formula in the MOU. (See MOU, Sec. D, paras. 2-7.)*

*After paying the amounts due to counsel for the litigating subdivisions for the first two distributors settlement payments and the first Janssen payment, there were balances of funds remaining in the Deficiency Fund. Those remaining funds will now be distributed directly to the localities, pursuant to the allocation set forth in the Opioid*

Abatement Authority  
March 2, 2023  
Page 2

*attached document. We are coordinating with the settlement administrator to facilitate these distributions—they should occur sometime in the near future, though we do not have an exact date yet at this time.*

*The purpose of this e-mail is simply to make you aware of these distributions that will be disbursed to your locality sometime soon, so that you may account for them properly when they arrive. You do not need to do anything, other than be on the lookout for these distributions. The funds will be distributed pursuant to the payment instructions that you provided to the settlement administrator when you signed on to the settlements.”*

Should you have any questions or concerns regarding these additional settlement payments, please do not hesitate to contact the Opioid Abatement Authority by phone or at [info@voaa.us](mailto:info@voaa.us).

Sincerely,

*J. Adam Rosatelli*

Finance Director  
Virginia Opioid Abatement Authority

		Distributors Payment 1	Distributors Payment 2	Janssen Payment 1
Total Deficiency Fund Remaining Amounts		\$1,355,436.39	\$1,424,497.57	\$1,362,713.30
	Allocation Percentage (per MOU Ex. A)			
Fairfax City	0.269%	\$3,646.16	\$3,831.94	\$3,665.74
Falls Church City	0.102%	\$1,382.56	\$1,453.00	\$1,389.98
Fauquier County	1.210%	\$16,400.94	\$17,236.59	\$16,489.00
Floyd County	0.182%	\$2,466.92	\$2,592.61	\$2,480.16
Fluvanna County	0.194%	\$2,629.57	\$2,763.55	\$2,643.69
Franklin County	0.954%	\$12,930.99	\$13,589.84	\$13,000.41
<b>Franklin City</b>	<b>0.079%</b>	<b>\$1,070.81</b>	<b>\$1,125.36</b>	<b>\$1,076.55</b>
Frederick County	1.277%	\$17,309.10	\$18,191.02	\$17,402.02
Fredericksburg City	0.524%	\$7,102.56	\$7,464.44	\$7,140.69
Galax City	0.139%	\$1,884.08	\$1,980.07	\$1,894.19
Giles County	0.409%	\$5,543.79	\$5,826.25	\$5,573.55
Gloucester County	0.424%	\$5,747.11	\$6,039.93	\$5,777.96
Goochland County	0.225%	\$3,049.76	\$3,205.15	\$3,066.14
Grayson County	0.224%	\$3,036.21	\$3,190.91	\$3,052.51
Greene County	0.178%	\$2,412.70	\$2,535.63	\$2,425.65
Greensville County	0.124%	\$1,680.76	\$1,766.39	\$1,689.78
Halifax County	0.353%	\$4,784.74	\$5,028.53	\$4,810.43
Hampton City	1.538%	\$20,846.82	\$21,908.99	\$20,958.74
Hanover County	1.079%	\$14,625.30	\$15,370.48	\$14,703.82
Harrisonburg City	0.523%	\$7,089.00	\$7,450.20	\$7,127.06
Henrico County	4.473%	\$60,629.28	\$63,718.41	\$60,954.78
Henry County	1.220%	\$16,536.49	\$17,379.04	\$16,625.27
Clarke County	0.125%	\$1,694.31	\$1,780.64	\$1,703.41
Colonial Heights City	0.283%	\$3,835.92	\$4,031.37	\$3,856.52
Covington City	0.100%	\$1,355.45	\$1,424.51	\$1,362.73
Craig County	0.070%	\$948.81	\$997.16	\$953.91
Culpeper County	0.790%	\$10,708.05	\$11,253.64	\$10,765.54
Cumberland County	0.100%	\$1,355.45	\$1,424.51	\$1,362.73
Danville City	0.637%	\$8,634.22	\$9,074.14	\$8,680.57
Dickenson County	0.948%	\$12,849.67	\$13,504.37	\$12,918.65
Dinwiddie County	0.196%	\$2,656.68	\$2,792.04	\$2,670.94
Emporia City	0.050%	\$677.72	\$712.26	\$681.36
Essex County	0.101%	\$1,369.00	\$1,438.76	\$1,376.35
Fairfax County	8.672%	\$117,544.62	\$123,533.66	\$118,175.68
Fairfax City	0.269%	\$3,646.16	\$3,831.94	\$3,665.74
Falls Church City	0.102%	\$1,382.56	\$1,453.00	\$1,389.98
Fauquier County	1.210%	\$16,400.94	\$17,236.59	\$16,489.00
Floyd County	0.182%	\$2,466.92	\$2,592.61	\$2,480.16
Fluvanna County	0.194%	\$2,629.57	\$2,763.55	\$2,643.69







A graphic of a piece of white paper with torn edges, set against a light brown background. The words "Financial Report" are printed in a bold, black, serif font across the center of the white paper. Two dark brown horizontal bars are positioned on either side of the white paper, appearing to hold it in place.

## Financial Report

***HIGHLIGHTS – GENERAL FUND***  
***For the period ending January 31, 2023***

*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 January 31, 2023.*

*The report contains provisions for most revenue and expenditure accruals.*

- *Reflects 7 months of revenues & expenditures in 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.*



# Yearly Comparison of General Fund's Actual Expenses to Actual Revenues

Expense (Enc/Req included based on above controls) vs Revenue by Year



## *General Property Taxes- Overall BUDGET COMPARISON*

	2022-2023	ACTUAL	BUDGET	2021-2022	ACTUAL	BUDGET
REVENUE SOURCE	BUDGET	Current Year	%	BUDGET	Prior Year	%
Real Estate Taxes-Current	\$ 6,595,601	\$ 3,122,125	47.3%	\$ 5,663,617	\$ 2,747,119	48.5%
Real Estate Taxes-Delinquent	220,000	208,180	94.6%	220,000	170,587	77.5%
Personal Property Taxes-Current	1,877,460	1,545,132	82.3%	1,626,246	1,539,807	94.7%
Personal Property Taxes-Delinquent	35,000	83,927	239.8%	35,000	116,460	332.7%
Machinery & Tools	24,450	28,812	117.8%	24,020	24,466	101.9%
Penalties & Interest Taxes	145,000	88,889	61.3%	145,000	82,385	56.8%
Public Service Corporation Taxes	70,593	38,022	53.9%	86,200	75,817	88.0%
<b>GENERAL PROPERTY TAX</b>	<b>\$ 8,968,104</b>	<b>\$ 5,115,087</b>	<b>57.0%</b>	<b>\$ 7,800,083</b>	<b>\$ 4,756,641</b>	<b>61.0%</b>

Current	\$5,115,087
Prior Year	\$4,756,641
Net Change \$	\$358,446
Net Change %	7.54%





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

	Meals Taxes	Lodging Taxes	Cigarette Taxes	Sales Taxes	Total
Jan-23	1,238,270	110,124	270,413	1,320,681	2,939,488
Jan-22	946,061	97,020	184,467	852,249	2,079,798
Prior Year	292,209	13,104	85,945	468,431	859,689
Prior Year	30.89%	13.51%	46.59%	54.96%	41.34%

# *Local Tax Revenue*

## *Budget to Actual Comparison*

	FY 22-23 Budget	01/31/2023	Projected Excess (Deficit) at Fiscal Year End
Local Sales & Use*	\$ 1,950,000	\$ 1,320,681	\$ 314,022
Cigarette Taxes	\$ 310,000	\$ 270,413	\$ 153,565
Meals Taxes*	\$ 2,056,607	\$ 1,238,270	\$ 66,141
Lodging Taxes*	<u>\$ 180,000</u>	<u>\$ 110,124</u>	<u>\$ 8,784</u>
<b>Total Local Tax Revenue</b>	<b>\$ 4,496,607</b>	<b>\$ 2,939,488</b>	<b>\$ 542,513</b>



# General Fund Revenue – Prior Year Comparison – Cash Basis

General Fund Account Description	FY22	FY23	FY23	FY23 Balance/ Excess/ Deficit	% Realized	Prior Year Variance Good (Bad)
	Actual Revenue Thru 1.31.23	Budgeted Revenue	Actual Revenue Thru 1.31.23			
REAL PROPERTY TAXES	2,917,705.89	6,815,601.00	3,330,304.54	-3,485,296.46	0.0000	412,598.6500
PUBLIC SERVICE CORPORATION TAXES	75,816.98	70,593.00	38,022.04	-32,570.96	53.8600	-37,794.9400
PERSONAL PROPERTY TAXES	1,656,267.21	1,912,460.00	1,629,058.48	-283,401.52	0.0000	-27,208.7300
MACHINERY & TOOLS TAXES	24,466.46	24,450.00	28,811.88	4,361.88	117.8400	4,345.4200
PENALTIES AND INTEREST	82,385.15	145,000.00	88,889.20	-56,110.80	61.3000	6,504.0500
OTHER LOCAL TAXES	852,249.42	1,950,000.00	943,342.63	-1,006,657.37	48.3800	91,093.2100
UTILITY TAXES	326,394.89	548,500.00	320,468.48	-228,031.52	67.1800	-5,926.4100
BUSINESS LICENSE TAXES	38,836.47	1,020,000.00	133,858.89	-886,141.11	13.1200	95,022.4200
BUSINESS LICENSE TAXES - PENALTY	3,566.32	3,000.00	3,703.50	703.50	123.4500	137.1800
MOTOR VEHICLE LICENSES	121,729.93	197,400.00	123,978.41	-73,421.59	62.8100	2,248.4800
MOTOR VEHICLE LICENSES - PENALTY	11,335.33	25,000.00	11,558.10	-13,441.90	46.2300	222.7700
BANK STOCK TAXES	0	43,000.00	0	-43,000.00	0.0000	0.0000
TAXES ON RECORDATION AND WILLS	53,892.30	85,000.00	47,014.30	-37,985.70	55.3100	-6,878.0000
CIGARETTE TAXES	184,467.36	310,000.00	270,412.84	-39,587.16	87.2300	85,945.4800
LODGING TAXES	97,020.32	180,000.00	94,651.16	-85,348.84	52.5800	-2,369.1600
MEALS TAX	946,061.15	2,056,607.00	1,067,747.54	-988,859.46	51.9200	121,686.3900
PROBATE TAXES	1,018.66	750.00	3,289.59	2,539.59	438.6100	2,270.9300
PERMITS AND OTHER LICENSES	914.50	3,000.00	129.50	-2,870.50	4.3200	-785.0000
PERMITS AND OTHER LICENSES	73,395.75	99,625.00	74,390.61	-25,234.39	67.2800	994.8600
FINES AND FORFEITURES	13,243.60	22,750.00	18,307.08	-4,442.92	91.7400	5,063.4800
REVENUE FROM USE OF MONEY	1,639.67	2,500.00	38,386.62	35,886.62	1,505.4500	36,746.9500
REVENUE FROM USE OF PROPERTY	158,724.46	156,744.00	133,237.05	-23,506.95	84.9700	-25,487.4100
CHARGES FOR CURRENT SERVICES	1,264.00	6,050.00	1,832.76	-4,217.24	30.2900	568.7600
CHARGES FOR CURRENT SERVICES	300.00	300.00	60.00	-240.00	20.0000	-240.0000
CHARGES FOR OTHER PROTECTION	258,334.86	443,754.00	261,687.44	-182,066.56	58.9700	3,352.5800
CHARGES FOR OTHER PROTECTIONS	4,475.68	17,500.00	11,753.82	-5,746.18	63.3400	7,278.1400
MISC BILLING SERVICES	1,755.97	0.00	2,493.67	2,493.67	0	737.7000
CHG FOR SANITATION & WASTE REMOVAL	6,490.74	6,000.00	9,969.04	3,969.04	166.1500	3,478.3000
CHARGES FOR ADMIN-FUNDS	797,039.30	1,366,353.00	797,039.30	-569,313.70	58.3300	0.0000
RECREATIONAL FEES	4,909.40	9,000.00	10,300.54	1,300.54	114.4500	5,391.1400
Expenditure Refunds	1,902.06	0.00	0	0.00	0	-1,902.0600
MISCELLANEOUS	3,271,175.39	1,513,942.00	1,326,635.04	-187,306.96	87.3200	-1,944,540.3500
RECOVERED COSTS	1,104,288.56	2,441,501.00	1,690,215.80	-751,285.20	50.6500	585,927.2400
NON-CATEGORICAL AID STATE	1,031,690.01	1,478,097.00	1,009,432.44	-468,664.56	68.2800	-22,257.5700
SHARED EXPENSES	43,893.85	81,100.00	41,549.28	-39,550.72	51.2300	-2,344.5700
SHARED EXPENSES	40,271.37	71,100.00	42,449.73	-28,650.27	59.7000	2,178.3600
SHARED EXPENSES	0	54,504.00	0	-54,504.00	0.0000	0.0000
CATEGORICAL AID - STATE	1,436,710.53	2,918,214.00	1,507,995.31	-1,410,218.69	51.5200	71,284.7800
CATEGORICAL AID -FEDERAL GOVERNMENT	181,544.00	5,279,858.00	5,059,165.25	-220,692.75	95.8200	4,877,621.2500
FUNDS TRANSFERS	1,222,079.30	8,629,925.00	3,163,745.95	-5,466,179.05	36.6600	1,941,666.6500
<b>100 General Fund Revenue Total</b>	<b>17,049,256.84</b>	<b>39,989,178.00</b>	<b>23,335,887.81</b>	<b>-16,653,290.19</b>		<b>6,286,630.9700</b>



# General Fund Expenditures – Prior Year Comparison – Cash Basis

General Fund Account Description	FY22	FY23	FY23	FY23 Balance/ Excess/ Deficit	% Realized	Prior Year Variance Good (Bad)
	Actual Expenditures Thru 1.31.23	Budgeted Expenditures	Actual Expenditures Thru 1.31.23			
CITY COUNCIL	119,072.39	167,656.00	140,867.60	26,788.40	84.0200	-21795.21
CITY MANAGER	139,793.02	282,476.00	159,639.61	122,836.39	56.5100	-19846.59
CITY ATTORNEY	53,909.63	115,000.00	95,967.82	19,032.18	83.4500	-42058.19
MANAGEMENT SERVICES & HR	115,684.45	241,593.00	129,416.14	112,176.86	53.5700	-13731.69
COMMISSIONER OF THE REVENUE	148,461.43	324,730.41	181,590.63	143,139.78	55.9200	-33129.20
REAL ESTATE ASSESSOR	41,805.62	88,964.00	39,853.94	49,110.06	44.8000	1951.68
CITY TREASURER	191,916.29	431,461.34	199,542.90	231,918.44	46.2500	-7626.61
ACCOUNTING	207,131.94	407,615.00	246,651.59	160,963.41	60.5100	-39519.65
PURCHASING & GENERAL SERVICES	49,113.73	138,148.00	73,654.24	64,493.76	53.3200	-24540.51
UTILITY COLLECTIONS & BILLING	195,818.45	369,385.00	203,171.68	166,213.32	55.0000	-7353.23
INSURANCE	99,005.02	192,398.00	82,982.62	109,415.38	43.1300	16022.40
INFORMATION TECHNOLOGY	95,635.62	1,032,730.00	81,956.57	950,773.43	7.9400	13679.05
BOARD OF ELECTIONS	88,302.55	188,835.34	98,570.76	90,264.58	52.2000	-10268.21
CIRCUIT COURT	7,467.00	12,021.00	12,020.52	0.48	100.0000	-4553.52
GENERAL DISTRICT COURT	4,533.72	14,200.00	5,656.20	8,543.80	39.8300	-1122.48
CLERK OF CIRCUIT COURT	74,566.00	78,351.00	78,350.63	0.37	100.0000	-3784.63
SHERIFF'S OFFICE	138,882.00	132,263.00	132,263.00	0.00	100.0000	6619.00
DISTRICT COURT SERVICE	96,233.99	245,234.00	128,906.06	116,327.94	52.5600	-32672.07
COMMONWEALTH'S ATTORNEY	72,195.00	74,319.00	52,319.19	21,999.81	70.4000	19875.81
WESTERN TIDEWATER REGIONAL JAIL	1,021,052.00	953,052.00	952,982.00	70.00	99.9900	68070.00
POLICE	1,883,633.13	5,450,146.96	1,845,231.21	3,604,747.51	33.8600	38401.92
E - 911	426,855.13	899,789.00	479,183.12	420,605.88	53.2600	-52327.99
EMS/FIRE/RESCUE	2,618,088.67	6,299,786.07	3,199,540.99	3,100,245.08	50.7900	-581452.32
BUILDING INSP & CODE ENFORCEMENT	194,061.06	871,542.63	155,269.25	716,273.38	17.8200	38791.81
ANIMAL CONTROL	45,662.72	124,301.00	67,573.52	56,727.48	54.3600	-21910.80
PUBLIC WORKS-STREET MAINTENANCE	599,971.02	4,680,527.43	1,265,950.44	3,414,576.99	27.0500	-665979.42
PUBLIC WORKS-SNOW REMOVAL	119.88	15,000.00	278.92	14,721.08	1.8600	-159.04
PUBLIC WORKS-GARAGE	136,995.94	334,162.00	183,185.30	150,976.70	54.8200	-46189.36
BUILDING MAINTENANCE-GENERAL	684,369.04	1,190,593.82	578,382.48	612,211.34	48.5800	105986.56
BUILDING MAINTENANCE-ARMORY	644.02	2,500.00	368.28	2,131.72	14.7300	275.74
BUILDING MAINTENANCE-CITY HALL	94,246.15	209,018.00	124,706.55	84,258.75	59.6900	-30460.40
BLDG MAINTENANCE-SOC SERVICES	25,798.65	90,278.76	36,076.65	54,202.11	39.9600	-10278.00
BUILDING MAINTENANCE-HEALTH DEPT	13,404.01	43,747.16	19,698.72	24,048.44	45.0300	-6294.71
HEALTH DEPARTMENT	0	104,600.00	78,189.00	26,411.00	74.7500	-78189.00
MENTAL HEALTH	0	33,262.00	0	33,262.00	0.0000	0.00
COMM ORGANIZATION****	426,510.00	727,540.00	441,910.00	285,630.00	60.7400	-15400.00
PARKS & RECREATION	274,353.03	1,783,631.75	490,033.43	1,293,598.32	27.4700	-215680.40
CEMETERY PERPETUAL EXPENDITURES	150.00	2,500.00	0	2,500.00	0.0000	150.00
LIBRARY	211,576.25	280,789.00	202,340.82	78,448.18	72.0600	9235.43
PLANNING AND ZONING	57,249.99	180,858.00	94,186.53	86,671.47	52.0800	-36936.54
BEAUTIFICATION COMMISSION	10,476.22	67,675.00	2,780.82	64,894.18	4.1100	7695.40
TOURISM	35,838.70	146,275.00	48,939.97	97,335.03	33.4600	-13101.27
PAYMENTS TO SOUTHAMPTON COUNTY	0	700,000.00	350,000.00	350,000.00	50.0000	-350000.00
NON-DEPARTMENT MISCELLANEOUS	751.36	19,450.00	712.11	18,737.89	3.6600	39.25
NON-DEPARTMENTAL CAPITAL	35,315.00	0.00	0	0.00	0	35315.00
TRANSFERS	4,259,227.12	10,312,336.00	5,938,649.25	4,373,686.75	57.5900	-1679422.13
<b>100 General Fund Expend Total</b>	<b>10,736,649.82</b>	<b>29,748,405.67</b>	<b>12,760,901.81</b>	<b>16,987,282.92</b>		<b>-3703674.12</b>



A graphic consisting of a white rectangular area with a torn paper effect at the top and bottom edges, set against a light brown background. The text "Financial Report" is centered within the white area.

# Financial Report

## ***HIGHLIGHTS – ENTERPRISE FUNDS*** ***For the period ending January 31, 2023***

*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 January 31, 2023.*

*The report contains provisions for most revenue and expenditure accruals.*

- *Reflects 7 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 Operating & Capital Fund*

## *Revenue Analysis*

*Total revenues for the fund of \$273k are at target with 60% of budget realized.*

*Fuel sales and airport rental fees of \$86k are at target with 60% of budgeted realized.*

## *Expense Analysis*

*Expenses in the fund are \$200k and are at 46% of budget expended.*

## *Cash Balance*

*Cash balance in the Airport Operating & Capital Fund is \$(27,538).*

# *Water & Sewer Operating & Capital Fund*

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- ***Revenue Analysis***

- *Revenue from the sale of water and sewer service of \$3.1m are above target at 71% of budget and are more than prior year period collections by \$71k.*

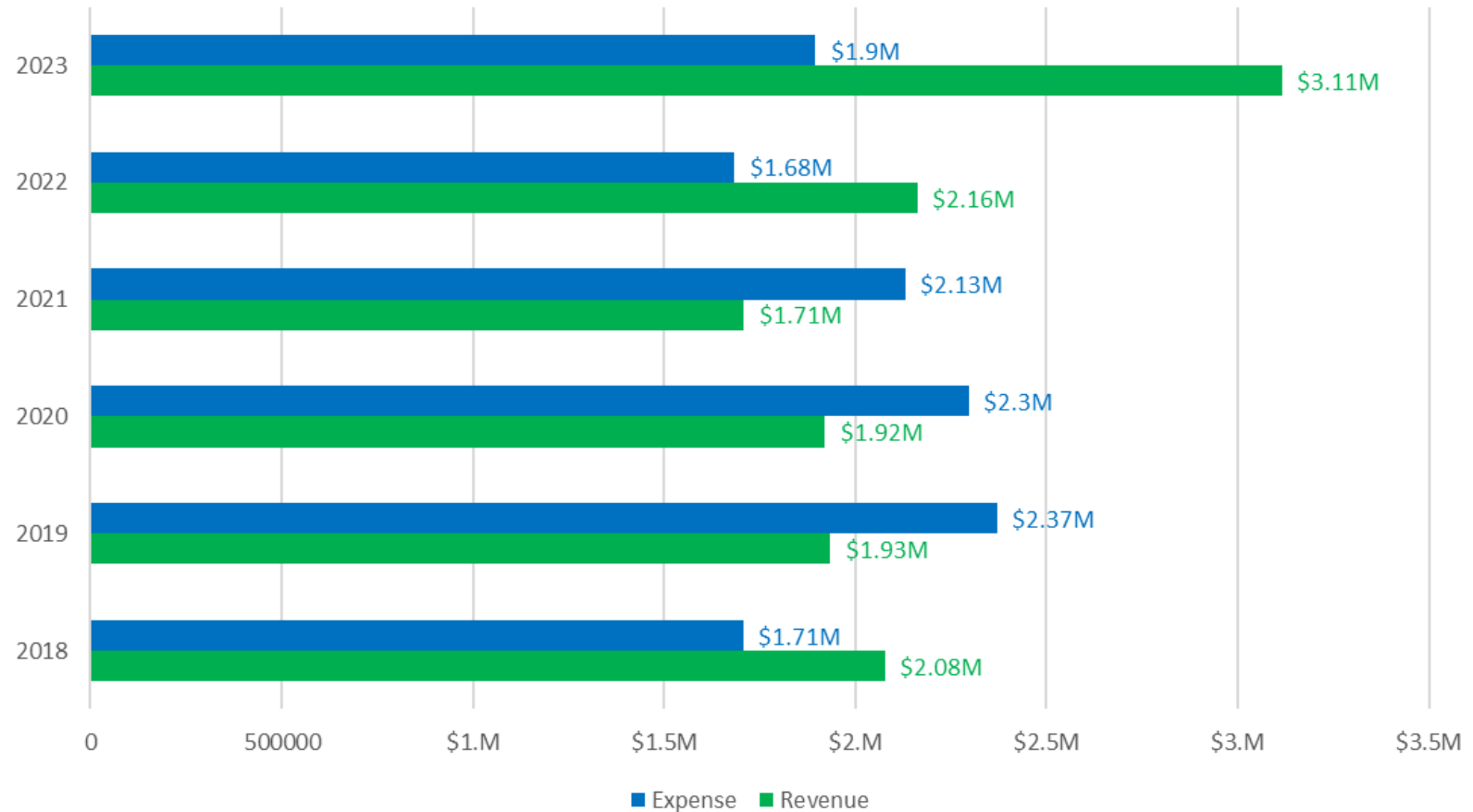
- ***Expense Analysis***

- *Expenses in the fund are \$1.9m and are below target at 43% of budget. Expenses includes transfers of \$366k and debt service payments of \$331k.*



## *Yearly Comparison of Water & Sewer Fund Actual Expenses to Actual Revenues*

Expense (Enc/Req included based on above controls) vs Revenue by Year



# *Water & Sewer Fund - Operating & Capital Cash Balance*

- *Cash balance - \$3,742,272*

Month	FY 21-22	FY 22-23
July	\$ 1,901,155	\$ 2,690,909
August	\$ 1,988,354	\$ 2,695,631
September	\$ 2,160,115	\$ 2,808,766
October	\$ 2,302,231	\$ 2,892,903
November	\$ 2,435,050	\$ 2,885,446
December	\$ 2,472,918	\$ 3,040,483
January	\$ 2,227,126	\$ 3,742,272
February	\$ 2,246,792	
March	\$ 2,331,782	
April	\$ 2,292,640	
May	\$ 2,328,567	
June	\$ 2,790,551	



# *Solid Waste Operating & Capital Fund*

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## *Revenue Analysis*

*Revenue for the Solid Waste Fund of \$807k are slightly below target at 55% and are \$5k more than prior year period collections.*

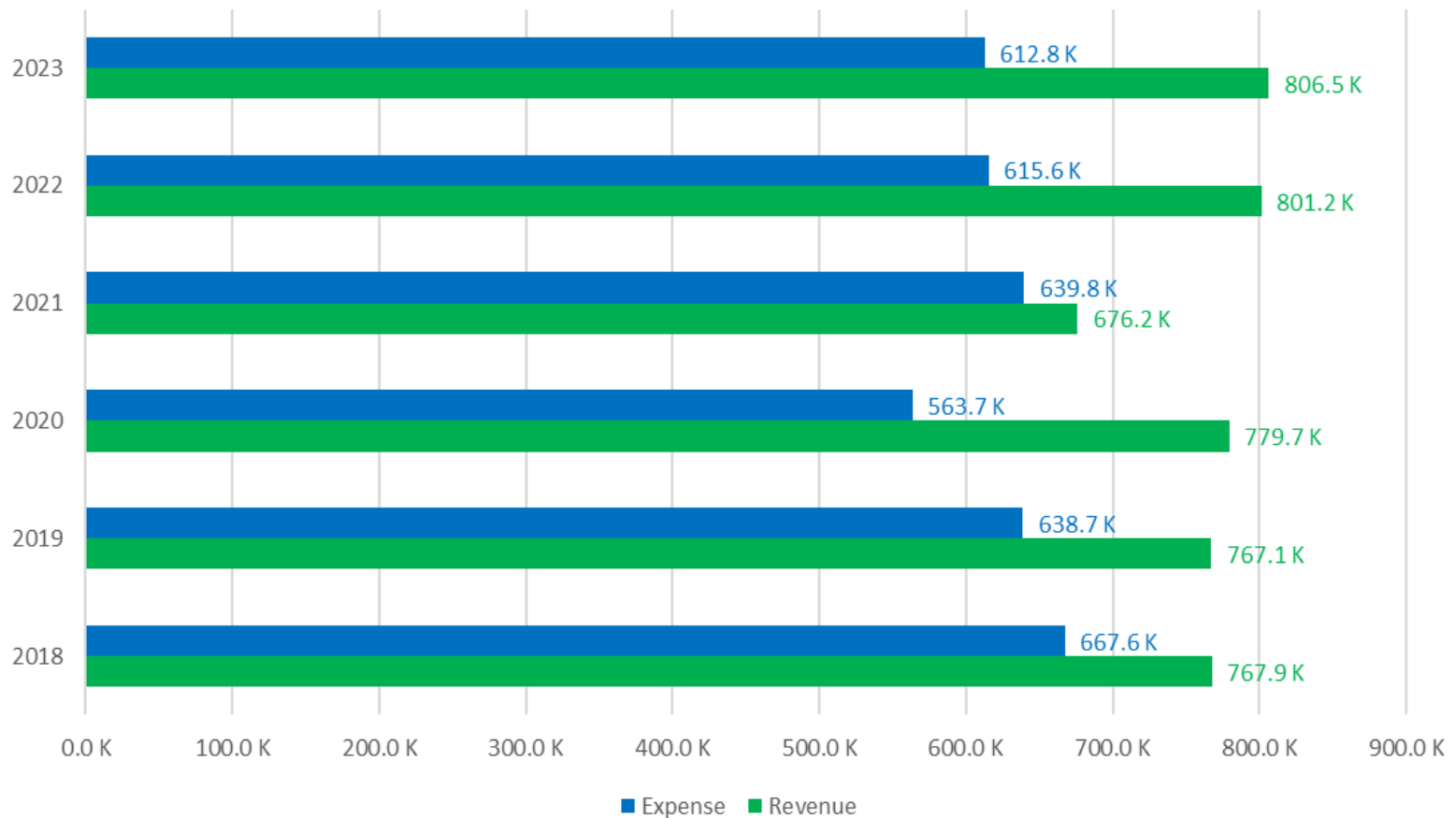
## *Expense Analysis*

*Expenses in the fund are \$613k and are below target at 42% of budget expended. This includes transfers of \$168k and debt service payments of \$22k.*



# *Yearly Comparison of Solid Waste Fund Actual Expenses to Actual Revenues*

Expense (Enc/Req included based on above controls) vs Revenue by Year



# *Solid Waste Fund – Operating & Capital Cash Balance*

- *Cash balance - \$1,277,445*

Month	FY 21-22	FY 22-23
July	\$844,736	\$1,180,717
August	\$866,635	\$1,219,433
September	\$1,161,240	\$1,246,536
October	\$958,051	\$1,266,634
November	\$970,251	\$1,287,768
December	\$967,740	\$1,311,493
January	\$981,517	\$1,277,445
February	\$1,018,527	
March	\$1,050,416	
April	\$1,068,986	
May	\$1,117,342	
June	\$1,146,118	

# Electric Operating Fund

- **Revenue Analysis**

- *Revenue from total sales are \$10.8m. Revenue from energy sales are \$10.4m are above target at 63% of budget. Below is a snapshot of prior year billed service revenue, current year budget, actual and % of budget realized:*

Account Description	FY22		FY23	FY23	% Realized
	Actual		Budget	Actual	
	Jan 31			Jan 31	
Sale of Electricity -Fuel Adj	\$ 700,605	\$	1,968,964	\$ 2,130,238	108.2%
Sale of Electric Energy-Residential	4,904,678		8,338,163	4,892,454	58.7%
Sale of Electricity-Commercial	3,411,784		6,191,202	3,437,584	55.5%
Cycle & Save	(69,235)		(103,260)	(68,945)	66.8%
	\$ 8,947,832	\$	16,395,069	\$ 10,391,331	63.4%

- **Expense Analysis**

- *Expenses for the fund are \$16.1m and are on target at 59% of budget expended. This includes transfers of \$1.5m and debt service payments of \$336k.*

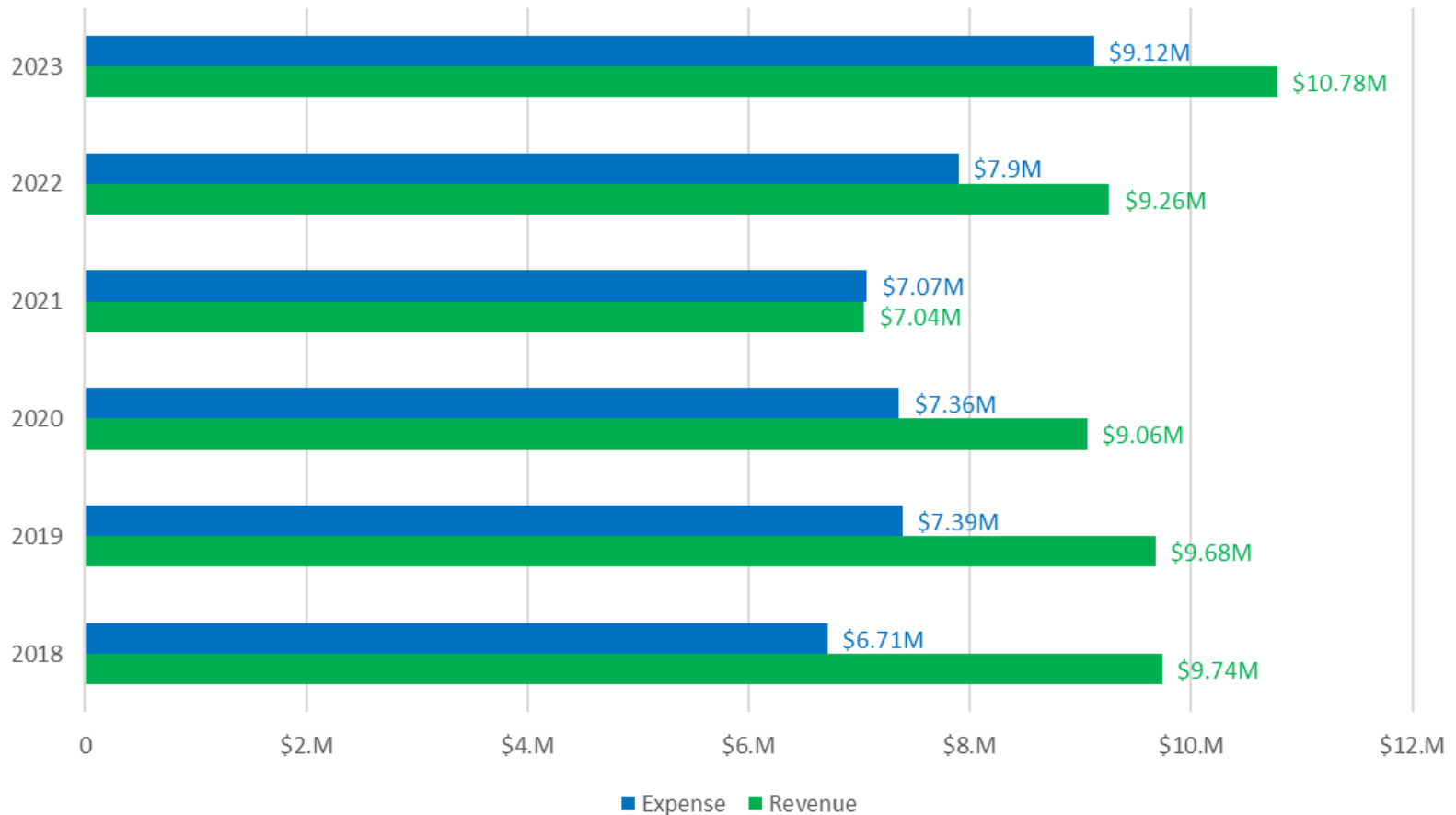


# ***ELECTRIC FUND - OPERATING & CAPITAL CASH BALANCE***

	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2022-2023
7/31	\$ 1,421,109	\$ 3,074,620	\$ 5,429,626	\$ 5,546,798	\$ 7,036,648	\$ 6,569,894
8/31	\$ 1,127,645	\$ 3,531,450	\$ 5,025,518	\$ 5,726,721	\$ 6,956,775	\$ 6,481,238
9/30	\$ 1,431,729	\$ 3,528,504	\$ 4,967,485	\$ 5,843,182	\$ 7,115,831	\$ 6,770,380
10/31	\$ 2,165,716	\$ 3,745,667	\$ 5,036,687	\$ 6,021,191	\$ 7,111,597	\$ 6,942,189
11/30	\$ 2,257,635	\$ 3,900,663	\$ 5,020,008	\$ 6,155,756	\$ 7,180,100	\$ 6,849,698
12/31	\$ 2,121,184	\$ 3,888,745	\$ 5,048,156	\$ 5,933,580	\$ 6,941,450	\$ 6,353,566
1/31	\$ 1,745,487	\$ 3,823,684	\$ 4,972,661	\$ 5,773,877	\$ 6,689,921	\$ 6,028,363
2/28	\$ 1,712,725	\$ 4,073,328	\$ 5,084,727	\$ 6,032,556	\$ 6,607,527	
3/31	\$ 2,134,253	\$ 4,364,455	\$ 5,328,462	\$ 6,588,468	\$ 6,937,088	
4/30	\$ 2,328,448	\$ 4,483,132	\$ 5,337,317	\$ 6,807,848	\$ 6,984,982	
5/31	\$ 2,648,506	\$ 4,672,671	\$ 5,399,142	\$ 6,962,327	\$ 6,579,486	
6/30	\$ 2,823,097	\$ 4,690,508	\$ 5,640,171	\$ 6,944,125	\$ 6,712,977	

## *Yearly Comparison of Electric Fund Actual Expenses to Actual Revenues*

Expense (Enc/Req included based on above controls) vs Revenue by Year







# American Red Cross

## Coastal Virginia

# *Mission Statement*

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.









# Our Work

Down the Street.

Across the Country.

Around the World.®



[Disaster Cycle Services](#)



[Biomedical Services](#)



[Service to the Armed Forces](#)

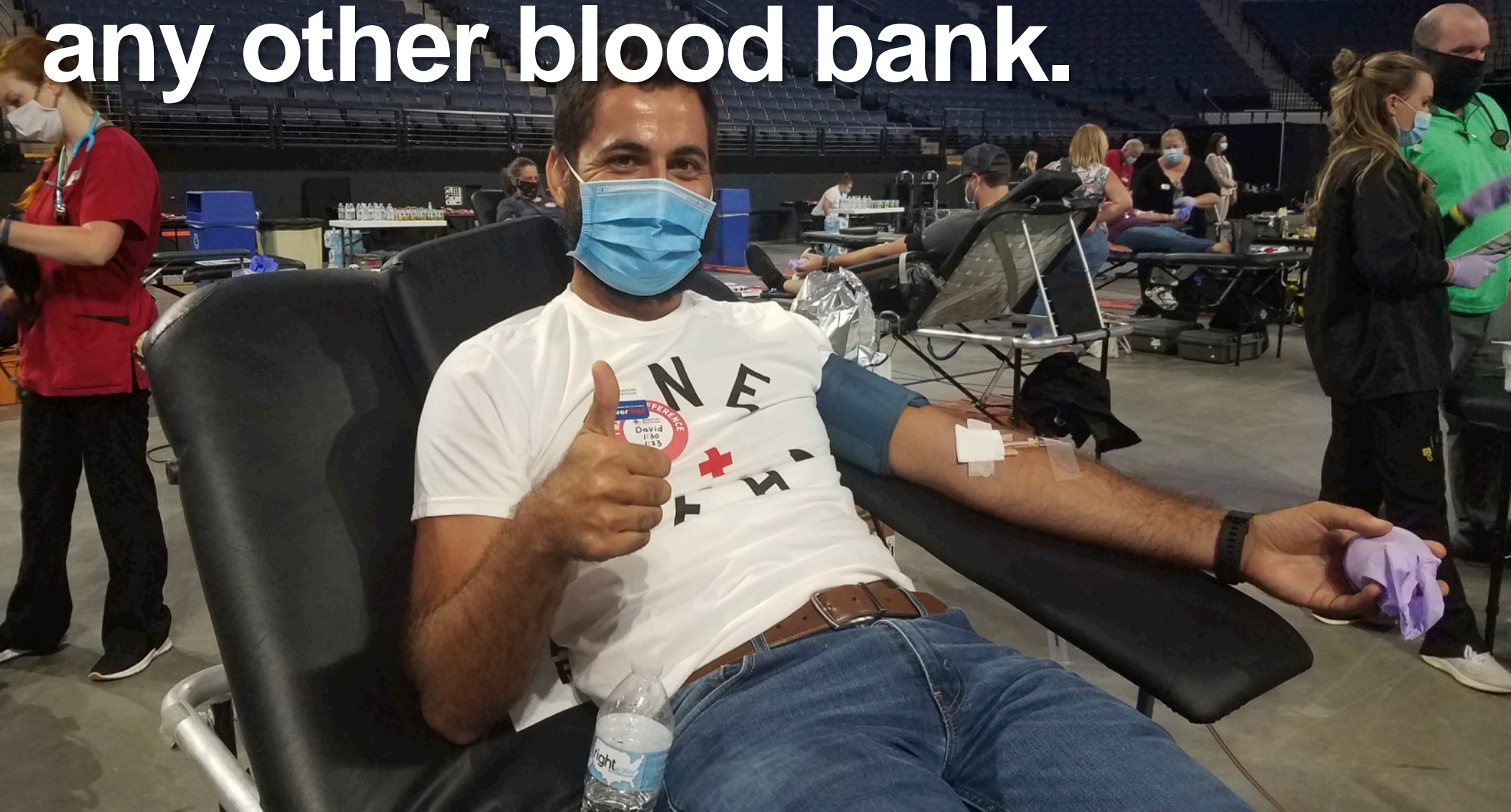


[International Services](#)



[Training Services](#)

We **provide more blood** than  
any other blood bank.





# Blood Drives

## Franklin, Virginia

- **Franklin Community** - Every two months, the second Tuesday at the American Legion Building.
- **Franklin HS** - Three times per year.
- **City of Franklin** - Part of the Mayor's Cup campaign in June. The next blood drive is on April 11th.
- **International Paper** - Runs twice a year for International Paper employees
- **In Honor of N. Brian Spivey** - Community blood drive runs twice a year in the Spring and Fall
- **James L Camp Family YMCA** - runs a couple of times a year
- **Beaver Dam Baptist Church** - runs quarterly
- **VFW 4411** - runs a few times a year
- **White Oak Spring Baptist Church** - recently back on the calendar, part of the Sickle Cell Initiative



**We help  
after disasters  
big and small.**



# Three Major Disasters A Month

2014

One major disaster a month



In 2014, we averaged one major disaster response a month. That figure has steadily increased, and by 2020, it had tripled.

2020

Three major disasters a month



Meanwhile, populations have grown in disaster-prone areas, meaning more people need help after disasters than ever before.\*\*

*\*Major disasters" include Level 4+ domestic events only, each of which cost \$250,000 or more. Averages are rounded.*

*\*\*Centre for Research on the Epidemiology of Disasters, 2020*

# The Daily Disaster: Home Fires

Every day, seven people die in U.S. home fires.<sup>1</sup> 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



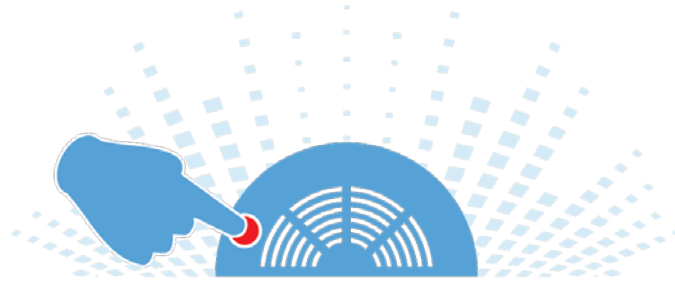
*As of December 2020*

**Working smoke alarms reduce the risk of death during a home fire by 54%.**

*National Fire Protection Association, 2019*

# Home Fire Campaign

Franklin, Virginia



**SOUND THE ALARM**

*Save a Life*

April 29, 2023



A group of diverse children are in a swimming pool. Some are leaning on the white tiled edge, while others are in the water. The water is bright blue and splashing. The children are smiling and looking towards the camera. The text is overlaid on the right side of the image.

**We teach  
lifesaving skills  
like water safety,  
first aid and CPR.**



# Hands Only CPR

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

# Making the Next Generation Safer

Through our 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.







**We assist  
military heroes  
when they need  
us most.**





**We help  
vulnerable  
people around  
the world.**

# We Impact Lives Every Day

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 world wide with partners.



**13,000**

times a day, a person receives lifesaving Red Cross **training**.





**1-800-RED CROSS**



**[www.redcross.org](http://www.redcross.org)**





American Red Cross Month  
Resolution 2023-6

**WHEREAS**, created by Clara Barton in 1881, the American Red Cross has evolved to be a charitable organization that is unmatched in terms of its volunteer support, its core membership, and its historic tradition as a force of goodwill and humanitarianism in the face of crisis; and

**WHEREAS**, the mission of the American Red Cross is to prevent and alleviate human suffering in the face of emergencies by mobilizing the power of volunteers and the generosity of donors; and

**WHEREAS**, the American Red Cross Virginia region serves 118 independent cities and counties with a population of 5.8 million. Contributions of the local Red Cross volunteers give hope to the most vulnerable in their darkest hours-whether it's providing emergency shelter, food and comfort for families devastated by local disasters like home fires, donating essential blood for accident and burn victims, heart surgery and organ transplant patients, and those receiving treatment for leukemia, cancer or sickle cell disease; supporting service members and veterans, along with their families and caregivers, through the unique challenges of military life; helping to save the lives of others with first aid, CPR, and other skills; or delivering international humanitarian aid; and

**WHEREAS**, the City of Franklin City Council dedicate this month of March to all of those who can to answer the call to donate blood and serve communities in need. Let us renew our commitment to Clara Barton's timeless ideal of caring for one another in times of hardships and uncertainty. Take part in this proud tradition of lending a helping hand.

**NOW THEREFORE, I**, Mayor Robert Cutchins, of the City of Franklin, Virginia, by virtue of the authority vested in me by the laws of the City of Franklin, Virginia, do hereby proclaim March 2023 as American Red Cross Month. Encouraging all citizens of the City of Franklin to reach out and support its humanitarian mission.

Signed this 13<sup>th</sup> day of March 2023.

---

Robert "Bobby" Cutchins,  
Mayor, City of Franklin, Virginia



*Office of the City Manager  
Amanda C. Jarratt*

March 9, 2023

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Health Insurance Renewal

**Background Information**

The City of Franklin is a member of The Local Choice program. We received our renewal for the 2023-2024 fiscal year and are receiving a 9.9% increase. For the fiscal year 2022-2023 we received a 1.7% increase. In 2021-2022 we received a decrease of 4% and prior to that a decrease of 4.9%. During the previous four fiscal years we received a decrease of over 11%. The City of Franklin must submit our renewal documents no later than March 25, 2023.

**Needed Action**

Authorize the City Manager to execute the City of Franklin Health Insurance renewal.

Section 2

# TLC Renewal Rates





# The Local Choice Health Benefits Program

## City of Franklin

Proposed Rates Effective from  
for July 01, 2022 through June 30, 2023

### With Comprehensive Dental

	<u>Single</u>	<u>Dual</u>	<u>Family</u>
<b><u>ACTIVE EMPLOYEES</u></b>			
Key Advantage Expanded	\$1,045	\$1,933	\$2,822
Key Advantage 250	\$954	\$1,765	\$2,576
Key Advantage 500	\$846	\$1,565	\$2,284
* Key Advantage 1000	\$805	\$1,489	\$2,174
* High Deductible Health Plan	\$695	\$1,286	\$1,877

### **RETIREES NOT ELIGIBLE FOR MEDICARE**

Key Advantage Expanded	\$1,045	\$1,933	\$2,822
Key Advantage 250	\$954	\$1,765	\$2,576
Key Advantage 500	\$846	\$1,565	\$2,284
* Key Advantage 1000	\$805	\$1,489	\$2,174
* High Deductible Health Plan	\$695	\$1,286	\$1,877

### With Preventive Dental Only

<b><u>ACTIVE EMPLOYEES</u></b>			
Key Advantage Expanded	\$1,028	\$1,902	\$2,776
Key Advantage 250	\$937	\$1,733	\$2,530
Key Advantage 500	\$829	\$1,534	\$2,238
* Key Advantage 1000	\$788	\$1,458	\$2,128
* High Deductible Health Plan	\$678	\$1,254	\$1,831

### **RETIREES NOT ELIGIBLE FOR MEDICARE**

Key Advantage Expanded	\$1,028	\$1,902	\$2,776
Key Advantage 250	\$937	\$1,733	\$2,530
Key Advantage 500	\$829	\$1,534	\$2,238
* Key Advantage 1000	\$788	\$1,458	\$2,128
* High Deductible Health Plan	\$678	\$1,254	\$1,831

### \* Benefit Plans Currently Offered

Coverage under The Local Choice Key Advantage and HDHP contracts is for:

- Active Employees and their Dependents
- Retirees not eligible for Medicare and their Dependents not eligible for Medicare, and/or
- Dependents of Medicare eligible Retirees who are not Medicare eligible.

If coverage is offered to Medicare eligible retirees and their Medicare eligible Dependents, it must be obtained through one of our Medicare Supplemental contracts which require participation in both Parts A and B of Medicare to receive maximum benefits.

The PCORI fee is the responsibility of the group and payment should be submitted directly to HHS, therefore, this fee has not been included in your rates.

# The Local Choice Health Benefits Program

## City of Franklin

Proposed COBRA Rates Effective from  
for July 01, 2022 through June 30, 2023

### With Comprehensive Dental

	<u>Single</u>	<u>Dual</u>	<u>Family</u>
<b><u>ACTIVE EMPLOYEES</u></b>			
Key Advantage Expanded	\$1,065.90	\$1,971.66	\$2,878.44
Key Advantage 250	\$973.08	\$1,800.30	\$2,627.52
Key Advantage 500	\$862.92	\$1,596.30	\$2,329.68
* Key Advantage 1000	\$821.10	\$1,518.78	\$2,217.48
* High Deductible Health Plan	\$708.90	\$1,311.72	\$1,914.54
<b><u>RETIREES NOT ELIGIBLE FOR MEDICARE</u></b>			
Key Advantage Expanded	\$1,065.90	\$1,971.66	\$2,878.44
Key Advantage 250	\$973.08	\$1,800.30	\$2,627.52
Key Advantage 500	\$862.92	\$1,596.30	\$2,329.68
* Key Advantage 1000	\$821.10	\$1,518.78	\$2,217.48
* High Deductible Health Plan	\$708.90	\$1,311.72	\$1,914.54

### With Preventive Dental Only

<b><u>ACTIVE EMPLOYEES</u></b>			
Key Advantage Expanded	\$1,048.56	\$1,940.04	\$2,831.52
Key Advantage 250	\$955.74	\$1,767.66	\$2,580.60
Key Advantage 500	\$845.58	\$1,564.68	\$2,282.76
* Key Advantage 1000	\$803.76	\$1,487.16	\$2,170.56
* High Deductible Health Plan	\$691.56	\$1,279.08	\$1,867.62
<b><u>RETIREES NOT ELIGIBLE FOR MEDICARE</u></b>			
Key Advantage Expanded	\$1,048.56	\$1,940.04	\$2,831.52
Key Advantage 250	\$955.74	\$1,767.66	\$2,580.60
Key Advantage 500	\$845.58	\$1,564.68	\$2,282.76
* Key Advantage 1000	\$803.76	\$1,487.16	\$2,170.56
* High Deductible Health Plan	\$691.56	\$1,279.08	\$1,867.62

#### \* Benefit Plans Currently Offered

Coverage under The Local Choice Key Advantage and HDHP contracts is for:

- Active Employees and their Dependents
- Retirees not eligible for Medicare and their Dependents not eligible for Medicare, and/or
- Dependents of Medicare eligible Retirees who are not Medicare eligible.

If coverage is offered to Medicare eligible retirees and their Medicare eligible Dependents, it must be obtained through one of our Medicare Supplemental contracts which require participation in both Parts A and B of Medicare to receive maximum benefits.

The PCORI fee is the responsibility of the group and payment should be submitted directly to HHS, therefore, this fee has not been included in your rates.

# THE LOCAL CHOICE HEALTH BENEFITS PROGRAM

## Medicare Retiree Rate

### RETIREES WITH MEDICARE

* Medicare Complementary	\$137
Advantage 65	\$173
Advantage 65 and Dental/Vision	\$206

### RETIREES WITH MEDICARE - COBRA

* Medicare Complementary	\$139.74
Advantage 65	\$176.46
Advantage 65 and Dental/Vision	\$210.12

### \* Benefit Plans Currently Offered

Coverage under The Local Choice Key Advantage and HDHP contracts is for:

- Active Employees and their Dependents
- Retirees not eligible for Medicare and their Dependents not eligible for Medicare, and/or
- Dependents of Medicare eligible Retirees who are not Medicare eligible.

If coverage is offered to Medicare eligible retirees and their Medicare eligible Dependents, it must be obtained through one of our Medicare Supplemental contracts which require participation in both Parts A and B of Medicare to receive maximum benefits.



# THE LOCAL CHOICE HEALTH CARE PROGRAM

Anthem Blue Cross and Blue Shield

Renewal Analysis For:

(Excludes Advantage 65 premiums and claims)

**City of Franklin**

**Group #T68113**

**for July 01, 2022 through June 30, 2023**

I. Income at Current Rates (1)	\$1,429,776
II. Projected Medical Claims Related Charges (2)	
A. Paid Claims for 12/1/2020 through 11/30/2021	\$944,877
B. Claims in excess of the \$125,000 pooling limit	<u>(\$86,336)</u>
C. Subtotal	\$858,541
D. Change in Incurred But Not Reported Claims	\$8,585
E. Benefit Adjustment	\$0
F. Trend	\$84,978
G. Impact of blending	<u>(\$75,414)</u>
H. Total Medical Projected Incurred claims	\$876,691
III. Projected Reinsurance Charges	\$147,635
IV. Projected Medical Administrative Charges, Network Access Fees, and Affordable Care Act(3)	\$58,548
V. Projected Dental Capitation	\$55,078
VI. Projected Drug Capitation	\$315,788
VII. TLC Contingency Reserve or Risk Fee(4)	<u>\$14,537</u>
VIII. Total Income Requirements (II. + III. + IV. + V. + VI. + VII.)	\$1,468,277
Percentage Adjustment	2.7%
IX. One-time TLC Adjustment	-1.0%
<b>X. Revised Percentage Adjustment</b>	<b>1.7%</b>

<sup>1</sup> Illustrative income is based on current enrollment as follows:

	KA 1000	HDHP	TOTAL
Single	76	15	91
Dual	14	2	16
Family	<u>12</u>	<u>0</u>	<u>12</u>
TOTAL:	102	17	119

<sup>2</sup> There are 2 claims in excess of the \$125,000 pooling limit.  
 Medical trends used in the renewal development were 6.1% annual.  
 For a 19 month projection, this equates to 9.8%

<sup>3</sup> Administrative charge as a percent of income requirements is 4.0%

<sup>4</sup> Includes DHRM Program Administration and CommonHealth

***Assumes all have Comprehensive Dental.***

# The Local Choice Health Benefits Program

**Proposed Rates effective from  
JULY 1, 2022 THROUGH JUNE 30, 2023**

The following fully-insured regional plan is available through The Local Choice:

	<b>SINGLE</b>	<b>DUAL</b>	<b>FAMILY</b>
<b>OPTIMA HEALTH VANTAGE HMO</b>	<b>\$ 782</b>	<b>\$1,447</b>	<b>\$2,095</b>

# The Local Choice Health Benefits Program

**Proposed COBRA Rates effective from  
JULY 1, 2022 THROUGH JUNE 30, 2023**

The following fully-insured regional plan is available through The Local Choice:

	<b>SINGLE</b>	<b>DUAL</b>	<b>FAMILY</b>
<b>OPTIMA HEALTH VANTAGE HMO</b>	<b>\$ 797.64</b>	<b>\$1,475.94</b>	<b>\$2,136.90</b>

Health Insurance Monthly Rates 2022-2023			
	Premium	Emp	City
1000 Prev	788.00	75.00	713.00
1000 Prev +1	1458.00	417.00	1041.00
1000 Prev Fam	2128.00	610.00	1518.00
1000 Comp	805.00	92.00	713.00
1000 Comp +1	1489.00	428.00	1061.00
1000 Comp Fam	2174.00	624.00	1550.00
HDHP Prev	678.00	0.00	678.00
HDHP Prev +1	1254.00	341.00	913.00
HDHP Prev Fam	1831.00	525.00	1306.00
HDHP Comp	695.00	0.00	695.00
HDHP Comp +1	1286.00	368.00	918.00
HDHP Comp Fam	1877.00	538.00	1339.00
Optima Emp	782.00	68.00	714.00
Optima Emp +1	1447.00	432.00	1015.00
Optima Family	2095.00	626.00	1469.00

Current %

90%  
71%  
71%  
89%  
71%  
71%  
100%  
73%  
71%  
100%  
71%  
71%  
91%  
70%  
70%

Health Insurance Monthly Rates 2023-2024			
	Premium	Emp	City
1000 Prev	866.00	82.00	784.00
1000 Prev +1	1602.00	458.00	1144.00
1000 Prev Fam	2338.00	670.00	1668.00
1000 Comp	885.00	101.00	784.00
1000 Comp +1	1636.00	470.00	1166.00
1000 Comp Fam	2389.00	685.00	1704.00
HDHP Prev	745.00	0.00	745.00
HDHP Prev +1	1378.00	374.00	1004.00
HDHP Prev Fam	2012.00	576.00	1436.00
HDHP Comp	764.00	0.00	764.00
HDHP Comp +1	1413.00	404.00	1009.00
HDHP Comp Fam	2063.00	591.00	1472.00
Optima Emp	813.00	70.00	743.00
Optima Emp +1	1505.00	449.00	1056.00
Optima Family	2179.00	651.00	1528.00

Medicare Complementary	140.00
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<b>Health Insurance Biweekly Rates 2022-2023</b>					
	<b>Premium</b>	<b>Ded</b>	<b>Emp</b>	<b>City</b>	<b>Earn</b>
1000 Prev	394.00	331	37.50	356.50	832
1000 Prev +1	729.00	332	208.50	520.50	835
1000 Prev Fam	1064.00	333	305.00	759.00	842
1000 Comp	402.50	351	46.00	356.50	834
1000 Comp +1	744.50	352	214.00	530.50	839
1000 Comp Fam	1087.00	353	312.00	775.00	840
HDHP Prev	339.00	309	0.00	339.00	849
HDHP Prev +1	627.00	310	170.50	456.50	850
HDHP Prev Fam	915.50	311	262.50	653.00	851
HDHP Comp	347.50	312	0.00	347.50	852
HDHP Comp +1	643.00	313	184.00	459.00	853
HDHP Comp Fam	938.50	314	269.00	669.50	854
Optima Emp	391.00	355	34.00	357.00	855
Optima Emp +1	723.50	356	216.00	507.50	856
Optima Family	1047.50	357	313.00	734.50	857



*Office of the City Manager  
Amanda C. Jarratt*

March 9, 2023

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Laurel Street Community Development Block Grant Activities

**Background Information**

As you all are aware we are in the midst of implementing the Laurel Street Community Development Block Grant. Our previous Neighborhood Sparkplug had to resign due to a personal matter. We are asking that Ms. Yvonne Joyner, a resident of Ashton Avenue, be appointed as a non-benefitting neighborhood representative and voting member of the Housing Oversight Board to allow us to keep the project on schedule.

In addition, the Non-Discrimination Policy has been updated with new protected classes and requires adoption by City Council. Once adopted this will be posted in the Community Development Department and included in the project files.

**Needed Action**

Two action items are needed:

1. Adoption of the updated Non-Discrimination Policy for the Laurel Street Project with new protected classes.
2. The appoints made as referenced above.

**NON-DISCRIMINATION POLICY  
LAUREL STREET NEIGHBORHOOD IMPROVEMENTS – PHASE I  
FY2021 CDBG-FUNDED COMMUNITY IMPROVEMENT GRANT VA #21-21-01  
CITY OF FRANKLIN, VIRGINIA**

The City of Franklin or any employee thereof will not discriminate against in employment, housing, or accommodations because of race, color, religion, national origin, sex or gender, age, familial status, pregnancy, childbirth or related medical conditions (including lactation), marital status, source of income, veteran status, disability, sexual orientation, or gender identity.

Administrative and personnel officials will take affirmative action to ensure that this policy shall include, but not be limited, to the following: employment, upgrading, demotion, or transfer; rates of pay or other forms of compensation; and selection for training.

Duly adopted at the regular meeting of the City Council on

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City of Franklin

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Robert Cutchins, Mayor

ATTEST:

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Amanda Jarratt, Clerk of Council

City Manager



*Office of the City Manager  
Amanda C. Jarratt*

March 9, 2023

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Tethering Discussion

### **Background Information**

The issue of tethering was discussed at the recent Franklin City Council retreat. Currently the City of Franklin does not have a code restricting tethering and follow the Code of Virginia Section 3.2-6500. This Code Section allows tethering under the following conditions.

"Adequate shelter" means provision of and access to shelter that is suitable for the species, age, condition, size, and type of each animal; provides adequate space for each animal; is safe and protects each animal from injury, rain, sleet, snow, hail, direct sunlight, the adverse effects of heat or cold, physical suffering, and impairment of health; is properly lighted; is properly cleaned; enables each animal to be clean and dry, except when detrimental to the species; during hot weather, is properly shaded and does not readily conduct heat; during cold weather, has a windbreak at its entrance and provides a quantity of bedding material consisting of hay, cedar shavings, or the equivalent that is sufficient to protect the animal from cold and promote the retention of body heat; and, for dogs and cats, provides a solid surface, resting platform, pad, floor mat, or similar device that is large enough for the animal to lie on in a normal manner and can be maintained in a sanitary manner. Under this chapter, shelters whose wire, grid, or slat floors (i) permit the animals' feet to pass through the openings, (ii) sag under the animals' weight, or (iii) otherwise do not protect the animals' feet or toes from injury are not adequate shelter. The outdoor tethering of an animal shall not constitute the provision of adequate shelter (a) unless the animal is safe from predators and well suited and well equipped to tolerate its environment; (b) during the effective period for a hurricane warning or tropical storm warning issued for the area by the National Weather Service; or (c)(1) during a heat advisory issued by a local or state authority, (2) when the actual or effective outdoor temperature is 85 degrees Fahrenheit or higher or 32 degrees Fahrenheit or lower, or (3) during the effective period for a severe weather warning issued for the area by the National Weather Service, including a winter storm, tornado, or severe thunderstorm warning, unless an animal control officer, having inspected an animal's individual circumstances in clause (c)(1), (2), or (3), has determined the animal to be safe from predators and well suited and well equipped to tolerate its environment.

"Adequate space" means sufficient space to allow each animal to (i) easily stand, sit, lie, turnabout, and make all other normal body movements in a comfortable, normal position for the animal and (ii) interact safely with other animals in the enclosure. When an animal is tethered, "adequate space" means that the tether to which the animal is attached permits the above actions and is appropriate to the age and size of the animal; is attached to the animal by a properly applied collar, halter, or harness that is configured so as to protect the animal from injury and prevent the animal or tether from becoming entangled with other objects or animals, or from extending over an object or edge that could result in the strangulation or injury of the animal; is at least 15 feet in length or four times the length of the animal, as measured from the tip of its nose to the base of its tail, whichever is greater, except when the animal



is being walked on a leash or is attached by a tether to a lead line or when an animal control officer, having inspected an animal's individual circumstances, has determined that in such an individual case, a tether of at least 10 feet or three times the length of the animal, but shorter than 15 feet or four times the length of the animal, makes the animal more safe, more suited, and better equipped to tolerate its environment than a longer tether; does not, by its material, size, or weight or any other characteristic, cause injury or pain to the animal; does not weigh more than one-tenth of the animal's body weight; and does not have weights or other heavy objects attached to it. The walking of an animal on a leash by its owner shall not constitute the tethering of the animal for the purpose of this definition. When freedom of movement would endanger the animal, temporarily and appropriately restricting movement of the animal according to professionally accepted standards for the species is considered provision of adequate space. The provisions of this definition that relate to tethering shall not apply to agricultural animals.

Staff researched codes throughout the region and has drafted the following for discussion: “It shall be unlawful to tether any unattended dog whether or not the dog has been provided adequate space. For the purposes of this section, a dog is unattended if the owner or custodian is not outdoors and within eyesight of the dog. A violation of this section shall be punishable as a class 4 misdemeanor.”

### **Needed Action**

Provide direction to staff on next steps on if you would like this placed on an upcoming agenda.



Office of the City Manager  
Amanda C. Jarratt

March 9, 2023

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: City Manager's Report

### General Updates

- Staff continues to work on the various capital projects approved by City Council.
  - The staff committee for the Armory Project consists of Chad Edwards, Sammara Green, and Lin Darden. Carlee Gurskiy will also be involved. Camp Community College and other community partners will offer feedback throughout the design process. Staff is in the process of interviewing architects. In addition, we are working with HUD to obtain our award and meet their requirements.
  - The staff committee for the courthouse renovation project will consist of Chief Steve Patterson, Chad Edwards, and Lin Darden. The judges, Clerk of Court, and Sherriff's Department in addition to other stakeholders will be consulted throughout the design process. Questionnaires are being completed by various stakeholders.
  - The staff committee met regarding Riverwalk Park.
    - The kayak design is underway and in addition to the Survey is complete for the kayak launch additional area. Please see attached! We will incorporate this into the site plans.
    - Kayak launch design underway.
    - Flood study (no-rise study) underway. Not all bridge crossings requested from City are available. Awaiting completion of kayak launch to update.
    - At the moment we're currently awaiting the final site plan and kayak launch design before we can move forward with the Joint Permit Application for the VMRC and Corps permits. Once we have the final design in hand, we can prepare the required impacts mapping and update details relating to the VMRC component of the application. It should take us around 2 weeks to finalize the application after the plans are received.
    - With the ongoing lag in Corps review timeframes, I believe we're likely looking at anywhere from 60-90 days to obtain the permits following submittal.
- Staff continues to work with DHCD and Summit Engineering on the Laurel Street CDBG Grant. Client intake and income verifications have begun.
- Staff continues to meet with regional partners to discuss next steps on the regional radio system as well as violence and crime prevention.
- Staff continues to work with Court Services and our other locality partners for both short and long term solutions to the juvenile detention situation.
- City Council held a retreat on March 2<sup>nd</sup>. The following topics were discussed and will be worked on by staff:

- Food Trucks
- Separation of City Utility Bills
- Increased Code Enforcement
- Communication with Franklin City Public Schools
- Increased focus and investment in Public Safety
- Historic District
- Youth
- Tethering
- Special Tax Districts
- Camp Community College Partnerships
- Improved Communication with the Public through various means

### **Upcoming Community Events**

- April 21st & 22nd - Circus & Spring Fest
- May 3<sup>rd</sup> - Franklin Cruise In
- May 6th - Lumberjack Festevent
- June 17-19th - Juneteenth Cultural Festival aka Virginia Mardi Gras
- June 28th - Independence Day Celebration
- Dec 2nd - Elf Parade & Holiday Market



**GOT BOOKS?**

# City of Franklin & Franklin-Southampton United Way Book Drive

**In honor of Reading Month: Pay it  
forward and donate a book!**

Drop off your donations at the City of Franklin City  
Hall: Box located by the Treasury Office

**NEVER  
STOP  
READING**





*Spring into life.*

Give blood.



American  
Red Cross

## City of Franklin Blood Drive

Tuesday, April 11, 2023  
10:00 AM- 3:00 PM

Franklin Business Center  
601 N. Mechanic St.  
Conference Room

*Kindness is in your blood.  
Schedule your blood donation appointment today.*

For an appointment, please visit [redcrossblood.org](https://redcrossblood.org)  
Or call A'Risha Jones @ 757.562.8503