



**Franklin City Council Agenda
May 8, 2023
Council Chambers
207 West Second Avenue
Franklin, Virginia 23851**

**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 April 24, 2023 minutes
- B. Introduction of New Employees
- C. Councilwoman Amelia Ross-Hammond- Virginia African American Center
- D. Foster Care Awareness Month Resolution 2023-13
- E. Adult Abuse Awareness Month Resolution 2023-14
- F. National Police Week Resolution 2023-15
- G. Opioid Funds Resolution 2023-16

2. FINANCIAL MATTERS

- A. Budget Amendment 2023-18
- B. FY 24 Budget Adoption

3. OLD/ NEW BUSINESS:

- A. Department of Rail and Public Transit Grant Award
- B. Utility Bill Change Discussion
- C. Juneteenth Update
- D. City Manager's Report

4. COUNCIL/STAFF REPORTS ON BOARDS/COMMISSIONS

5. CLOSED SESSION

I move that the City of Franklin, Virginia City Council adjourn into a closed meeting pursuant to Virginia Code Section 2.2-3711-A-1, 1. discussion of appointments to boards and commissions, and discussion of performance of employees of the public body to discuss the following subject or subjects: Industrial Development Authority, HRPDC Community Advisory Committee, Southview Cemetery Advisory Committee, Historic Preservation Commission, Beautification Commission, 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 Wellington, vs. City of Franklin, Sandford vs. City of Franklin, Council vs. City of Franklin, Ferguson 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 May 8, 2023, meeting were heard, discussed or considered by the City of Franklin, Virginia City Council; and (iii) no action was taken in closed meeting regarding the items discussed.

6. ADJOURNMENT

Regular City Council Meeting Minutes April 24, 2023

Call to order

The Franklin City Council held a regular City Council meeting on April 24, 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; Councilwoman Jessica Banks; Councilman Mark Kitchen; Councilman Ray Smith.

Council Members not in Attendance: Councilman Gregory McLemore.

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

Other Staff in Attendance: Robert Porti, Deputy Chief of Police; Vernie Francis; Chief of EMS; Carlee Gurskiy, Director of Community Development; Zach Wright, Director of Power & Light; Dinah Babb, Treasurer; Steve Watson, Deputy Director of Public Works; Matthew Jezierski, Director of IT; Rachel Trollinger, Director of Finance; Selenia Boone, Commissioner of the Revenue; Sammara Green; Director of Parks & Recreation.

Citizen’s Time

No one signed up for Citizens Time.

Amendments to Agenda

Mayor Bobby entertained a motion to remove Consent Agenda Item C “Councilwoman Amelia-Ross Hammond-Virginia African American Center and Old/New Business Agenda Item C “Juneteenth Update” from the agenda. Vice-Mayor Wynndolyn Copeland made a motion to remove those agenda items with a second from Councilman Mark Kitchen.

The motion carried the vote 6-0

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	Absent

Mayor Bobby Cutchins affirmed the motion carried.

Consent Agenda:

A. Approval of April 10, 2023 Meeting Minutes

Mayor Bobby Cutchins asked if there were any corrections or additions for the April 10, 2023 meeting minutes. Mayor Bobby Cutchins entertained a motion to approve the April 10, 2023 meeting minutes as presented.

Councilman Linwood Johnson made a motion to approve the April 10, 2023 meeting minutes with a second from Councilman Mark Kitchen.

The motion carried the vote 6-0

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	Absent

Mayor Bobby Cutchins affirmed the motion carried.

B. Introduction of New Employees

City Manager Amanda Jarratt introduced Mr. Matthew Jeziarski, Director of IT. Mr. Jeziarski has worked in the IT industry for over 10 years, worked for Virginia Tech for 9 years while completing his Bachelors of Science in Computer Engineering and his Masters of Information Technology and has several industry certifications. Mr. Jeziarski has been a great addition to the lead team, he has lots of innovative ideas and has great ideas to bring to the table.

City Manager Amanda Jarratt asked Chief Vernie Francis to come forward to introduction the new employees to the Fire Department. As Council is aware and thanks to your vision and leadership, there has been a huge push in filling the Cities public safety positions.

Chief Vernie Francis introduced the new recruits to the Fire & Rescue team, they have just begun their academy, and we are extremely excited to have them onboard.

Mr. Andrew Olsen

Mr. Kevin Matthews

Mr. Joseph Patterson

Ms. Julie Williamson

Mr. William Harper

Mr. John Potter

Mr. Wyatt Raiford

Mr. Vikari Jarrett

Mr. Thomas Drescher

Mr. Austin Garner

Mr. Harley Henry

C. Councilwoman Amelia Ross-Hammond – Virginia African American Center

Amended agenda item-removed

D. National Small Business Appreciation Week Resolution #2023-12 (Read by Councilman Kitchen)



National Small Business Week
April 30, 2023 – May 6, 2023
Resolution #2023-12

WHEREAS, America’s strongest economic growth has been driven by the resilience of our small businesses who continue to pioneer innovative solutions to our country’s greatest challenges and create opportunities for families and workers; and,
WHEREAS, from the storefront shops that anchor Main Street to the high-tech startups that keep America on the cutting edge to the small manufacturers driving our competitiveness on the global stage, small businesses are the backbone of our economy and the cornerstones of our nation’s promise; and,
WHEREAS, when we support small business, jobs are created, and local communities preserve their unique culture and vibrancy; and,
WHEREAS, because this country’s 32.5 million small businesses create nearly two out of three new jobs in the United States, we cannot resolve ourselves to create jobs and spur economic growth in America without discussing ways to support our entrepreneurs; and,
WHEREAS, the President of the United States has proclaimed National Small Business Week every year since 1963 to highlight the programs and services available to entrepreneurs through the U.S. Small Business Administration and other government agencies; and,
WHEREAS, the City of Franklin Council hereby supports and joins in this national effort to help America’s small businesses do what they do best – grow their business, create jobs, and ensure that our local communities remain as vibrant tomorrow as they are today

NOW, THEREFORE, the City of Franklin City Council recognizes April 30th–May 6th, 2023, as SMALL BUSINESS WEEK, and we call this observance to the attention of our citizens in order to celebrate and support our City’s small businesses and entrepreneurs.

Signed this 24th day of April 2023.

Robert “Bobby” Cutchins, Mayor
City of Franklin, Virginia

Mayor Bobby Cutchins entertained a motion to approve Resolution #2023-12. Councilman Ray Smith made a motion to approve Resolution #2023-12 with a second from Councilwoman Jessica Banks.

The motion carried the vote 6-0

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	Absent

Mayor Bobby Cutchins affirmed the motion carried.

Financial Matters:

A. Quarterly Financial Overview

City Manager Amanda Jarratt stated this is a snapshot of the period ending March 31st, the first nine months of the fiscal year. Shown here is the general property tax, the net change from the prior year is \$347,765.00 and have collected 60% of that budget.

**General Property Taxes- Overall
BUDGET COMPARISON**

REVENUE SOURCE	2022-2023	2022-2023	BUDGET	2021-2022	2021-2022	BUDGET
	BUDGET	ACTUAL	%	BUDGET	ACTUAL	%
Real Estate Taxes-Current	\$ 6,595,601	\$ 3,183,698	48.3%	\$ 5,663,617	\$ 2,798,856	49.4%
Real Estate Taxes-Delinquent	220,000	220,971	100.4%	220,000	195,512	88.9%
Personal Property Taxes-Current	1,877,460	1,687,302	89.9%	1,626,246	1,699,163	104.5%
Personal Property Taxes-Delinquent	35,000	107,327	306.6%	35,000	133,277	380.8%
Machinery & Tools	24,450	28,812	117.8%	24,020	24,466	101.9%
Penalties & Interest Taxes	145,000	122,997	84.8%	145,000	115,791	79.9%
Public Service Corporation Tax	70,593	39,540	56.0%	86,200	75,817	88.0%
GENERAL PROPERTY TAX	\$ 8,968,104	\$ 5,390,647	60.1%	\$ 7,800,083	\$ 5,042,882	64.7%

Current	\$	5,390,647
Prior Year	\$	5,042,882
Net Change	\$	347,765
Net Change %		6.90%



The Meals, Lodging, Cigarette, and Sales tax shows based on prior year, meals tax are in excess of 17.8%, lodging is 1.3% above, cigarette tax is 32.83%, and sales tax while down is above with 8.4%.

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

	Meals Taxes	Lodging Taxes	Cigarette Taxes	Sales Taxes	Total
Mar-23	1,636,714	137,265	309,517	1,555,826	3,639,322
Mar-22	1,388,930	135,472	233,025	1,597,674	3,355,101
Prior Year \$	247,784	1,793	76,492	(41,848)	284,221
Prior Year %	17.84%	1.32%	32.83%	-2.62%	8.47%

**Local Tax Revenue
Budget to Actual Comparison**

	FY 22-23 Budget	3/31/2023	Projected Excess (Deficit) at Fiscal Year End
Local Sales & Use*	\$ 1,950,000	\$ 1,368,913	\$ 103,370
Cigarette Taxes	\$ 310,000	\$ 309,517	\$ 102,689
Meals Taxes*	\$ 2,056,607	\$ 1,437,492	\$ 125,679
Lodging Taxes*	\$ 180,000	\$ 123,553	\$ 3,020
Total Local Tax Revenue	\$ 4,496,607	\$ 3,239,475	\$ 334,758

The Airport fund revenues of \$300,000 are below target with 66% of budget realized. Expenses in the fund are \$238,000 and are at 52% of budget expended. Cash balance in the Airport Operating and Capital Fund is -\$25,916. Revenue from the sale of water and sewer of \$3.7million is above target at 85% of budget and are more than prior year period collections by \$75,000. Expenses in the fund are \$2.4million and are below target at 54% of budget. Expenses include transfers of \$471,000 and debt service payments of \$331,000.

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

* Cash balance - \$3,695,386

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	\$ 3,659,766
March	\$ 2,331,782	\$ 3,695,386
April	\$ 2,292,640	
May	\$ 2,328,567	
June	\$ 2,790,551	

Solid Waste revenue fund of \$1.04million are slightly below target at 71% and are \$12,000 more than prior year period collections. Expenses in the fund are \$790,000 and are below target at 54% of budget expended. This includes transfers of \$216,000 and debt service payments of \$22,000.

Solid Waste Fund – Operating & Capital Cash Balance

Cash balance - \$1,333,809

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	\$1,303,386
March	\$1,050,416	\$1,333,809
April	\$1,068,986	
May	\$1,117,342	
June	\$1,146,118	

Electric Operating Fund

- Revenue Analysis**
 - Revenue from total sales are \$14.2m. Revenue from energy sales are \$13.6m are above target at 83% of budget. Below is a snapshot of prior year billed service revenue, current year budget, actual and % of budget realized:

Account Description	FY22 Actual Mar 31	FY23 Budget	FY23 Actual Mar 31	% Realized
Sale of Electricity - Fuel Adj	\$ 1,029,319	\$ 1,968,964	\$ 2,876,576	146.10%
Sale of Electric Energy - Residential	6,465,209	8,338,163	6,418,599	76.98%
Sale of Electricity - Commercial	4,330,159	6,191,202	4,437,411	71.67%
Cycle & Save	-89,005	-103,260	-88,588	85.79%
	\$11,735,682	\$16,395,069	\$13,643,998	83.22%

- Expense Analysis**
 - Expenses for the fund are \$12.8m and are on target at 75% of budget expended. This includes transfers of \$1.9m 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	\$ 6,238,914
3/31	\$ 2,134,253	\$ 4,364,455	\$ 5,328,462	\$ 6,588,468	\$ 6,937,088	\$ 5,862,791
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	\$ 6,962,217	\$ 6,579,486	
6/30	\$ 2,823,097	\$ 4,690,508	\$ 5,640,171	\$ 6,944,125	\$ 6,712,977	

No action taken at this time.

B. FY 24 Budget Public Hearing

City Manager Amanda Jarratt stated in accordance with the Budget calendar, the public hearing is this evening, the advertisement has been completed, the budget books have been distributed and posted on the City’s website. The tax rate was advertised at \$1.05, but is budgeted for \$1.03, we are scheduled to adopt the budget on May 8th. The budget was balanced using unsustainable funds, Davenport laid out the plan with real estate tax over time. The budget was balance utilizing \$195,000 from the Water & Sewer Fund, and an additional \$360,000 from the Electric Fund above the normal transfer for operations. The proposed General Fund budget is \$29,482,277 an increase of \$2,298,942 or .5.9% above the fiscal year 2022-2023 amended budget. The Electric Fund proposed budget of \$18,926,759 is an increase of \$2,014,425 or 12.1% higher than fiscal year 2022-2023 adopted budget. There is no increase in basic monthly charge. For Franklin City Public Schools, the proposed budget includes current year funding of \$4,220,237. Management will continue to communicate to the school system that carryover funds should be restricted and utilized only for capital items and thus avoid the use of “one-time” or non-recurring funds (carryover) for recurring operating expenditures. There is a 5% COLA increase included in the current fiscal year 2024.

Mayor Robert Cutchins opened the FY 24 Budget Public Hearing

Mr. Mike Thomas of 205 County Club Road, had questions regarding utility bills and tax/personal property tax rates.

Mayor Robert Cutchins closed the FY 24 Budget Public Hearing

No action taken at this time.

Old/New Business:

A. Franklin Southampton Economic Development Inc. Update

City Manager Amanda Jarratt stated that Mr. Karl Heck will present the Franklin Southampton Economic Development updates.

Mr. Karl Heck stated that Global Concentrate site plan is almost done, a multi-year project that is expected to begin this year. The Franklin Business Center remains at 100 percent occupancy. Dunkin Donuts is in the process of looking for employees.

B. Utility Bill Change Discussion

City Manager Amanda Jarratt stated currently the City of Franklin sends one bill for electric, water, sewer, and garbage fees to the account holders. There has been discussion over the previous weeks about splitting the utility bills into two different bills. One bill would be for electric usage, and the other for the remaining utilities. The meter reading and due dates would remain the same. Staff has researched multiple options with BMS and Edmonds to determine how best to accomplish City Council's goals:

- There is not the ability to have one bill with two payment coupons.
- BMS is not able to put two bills in one envelope via their current system. They may have a way to do it with a PDF input for both files but that would require setting them up in our new BillztrackPro portal (\$600 charge for each file) plus quite a bit of programming to test and setup at \$150/hr. This would also take BMS 3-5 weeks to complete based on our current programming schedule. Otherwise the bills would have to be manually stuffed into the envelopes.
- Billing due dates will need to remain the same. The staggering is not possible based on current staffing levels across multiple departments.

Currently ten percent of our total customer base utilizes the online billing option. Staff will make a concerted effort to increase awareness about this option and reduce the number of accounts receiving paper bills.

City Council has more questions/concerns for staff to look into. Staff will continue to research best way to incorporate the splitting of the utility bills.

C. Juneteenth Update

Amended agenda item - removed

D. City Manager's Report

City Manager stated the Literary Loan process continues with the school system with weekly calls. Originally we were given \$1million per roof, and that company failed to produce for the City and another company has taken place. The Literary Loan application cannot be changed, discussion with

Davenport will take place to work on payment. This will more than likely be a phased approach. City Manager Amanda Jarratt thanked everyone who came out for the ODU Mobile Healthcare Bus, this will be an excellent service to the community. Thanks to all the staff and those who attended Springfest, thanks to the staff for monitoring the weather.

Shown below is the Delinquent Meals & Lodging Tax report as of April 18, 2023:

DELINQUENT MEALS & LODGING TAX REPORT AS OF APRIL 18, 2023

FOR FEBRUARY 2023

(DUE MARCH 20, 2023)

MEALS TAX

BUSINESS NAME:	MONTH DELINQUENT:	TOTAL MONTHS
FRANKLIN'S SEAFOOD & STEAK HOUSE	FEB 2023	1
TIERS TO YOU	OCT & DEC 2022, JAN & FEB 2023	4
OUR TREE	JAN & FEB 2023	2
THE GRACEFUL BAKER	FEB 2023	1
BARRY'S SOUTHERN KITCHEN	FEB 2023	1

**** CAPT J IS NO LONGER OPERATING- THE TREASURER HAS TAKEN COLLECTION MEASURES****

LODGING TAX

BUSINESS NAME:	MONTH DELINQUENT:	TOTAL MONTHS

ALL LODGING TAX RETURNS ARE CURRENT

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 has now participated in three webinars with HUD about our grant award.
 - 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 Riverkwalk Park.
 - The kayak design is underway. Survey is complete for the kayak launch additional area. 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 out other locality partners for both short and long term solutions to the juvenile detention situation.
- City Council held a retreat on March 2nd. The following topics were discussed and will be worked on by staff:
 - Food Trucks
 - A draft of updated regulations is being drafted by staff for review by the Planning Commission and Franklin City Council. An initial draft is schedule
 - Separation of City Utility Bills
 - Presented at City Council meeting. Waiting on direction from City Council.
 - Increased Code Enforcement
 - Staff is working on a demolition plan for the posted unsafe structures. We are putting a plan in place to prepare for high grass season. We are working with legal to draft updated ordinances for parking and vehicles.
 - Communication with Franklin City Public Schools
 - We held a joint meeting with Franklin City Public Schools on March 30th. Additional meetings are being scheduled to maintain communication.
 - Increased focus and investment in Public Safety
 - Additional positions are included in the FY24 budget. The updated radio system project is moving to Phase 2.
 - Historic District
 - Staff is reviewing the ordinance that is in place and providing a list of the individuals that need to be appoint. Staff is waiting on appointments from Franklin City Council.
 - Youth
 - Working on updated youth programming and additional partnerships.
 - Tethering
 - Completed, a press release is being drafted to inform the public.
 - Special Tax Districts
 - Under discussion and research ongoing.
 - Camp Community College Partnerships
 - Under discussion.
 - Improved Communication with the Public through various means
 - A review of the PEG Channel and necessary equipment purchases are underway. Staff is working to update City Clips. Staff is researching other best practices. An Instagram page has been created.
 - Electric Charging Stations
 - One charger with two plugs with a maintain contract for 5 years \$20,000
 - Gives you the option to charge the customers
 - Cloud based 24/7 support
 - One day response to request
 - Recurring cost after the first 5 years \$1,500-\$5,000 per year for maintain and service contract
 - Proposed location Emergency Services Building Municipal parking lot
 - Would lose one parking spot for transformer

- Cut asphalt for wire to be ran from existing junction box
- Install bollards and repair asphalt
- Cost of material and man hours \$25,000-\$50,000
- Should different location be chosen the cost could jump rapidly due to possibly having to bore the wire into a different location. Cost could jump to \$75,000-\$100,000 for installation of transformer

Upcoming Community Events

- May 3rd – Franklin Cruise In
- May 6th – Lumberjack Festevent
- June 17th-19th – Juneteenth Cultural Festival aka Virginia Mardi Gras
- June 28th – Independence Day Celebration
- August 1st – National Night Out
- December 2nd – Elf Parade & Holiday Market

Council/Staff Reports on Boards/Commissions:

Councilman Linwood Johnson reported The Western Tidewater Regional Jail Board adopted the new budget and will move forward with some projects. The Hampton Roads Workforce Council had a successful job fair that hired on the spot.

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, Historic Preservation Commission, Blackwater Regional Library Board, FAPT Advisory Board; 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 Sandford vs. City of Franklin, Council vs. City of Franklin, and Ferguson vs. City of Franklin.

The motion was seconded by Vice-Mayor Wynndolyn Copeland.

The motion carried the vote 6-0

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	Absent

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 April 24, 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 was seconded by Vice-Mayor Wynndolyn Copeland.

The motion carried the vote 6-0

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	Absent

Mayor Bobby Cutchins confirmed the motion carried the vote.

City Manager Amanda Jarratt notified Council that appointee Ms. Linda Malone has resigned from the Southview Cemetery Advisory Committee.

Councilman Linwood Johnson made a motion to appoint Mr. Keith Rose to the Family Assessment and Planning Team (FAPT) with a second from Vice-Mayor Wynndolyn Copeland

The motion carried the vote 6-0

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	Absent

Mayor Bobby Cutchins confirmed the motion carried the vote.

Adjournment

Councilwoman Jessica Banks made a motion to adjourn the April 24, 2023 City Council meeting with a second from Vice-Mayor Wynndolyn Copeland.

The motion carried the vote 6-0

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	Absent

Mayor Bobby Cutchins stated the meeting stands adjourned.

The April 24, 2023 City Council meeting was adjourned at 8:15 P.M.

Mayor

Clerk to City Council



Foster Care Awareness Month
Resolution #2023-13

WHEREAS, Virginia’s children and youth are our hope for the future, and we assert that all children deserve a safe, loving, stable, and nurturing home; and

WHEREAS, families, serving as the primary providers of love, identity, self-esteem, and support, are the very foundations of our communities and our Commonwealth; and

WHEREAS, a child’s success is best supported in a child welfare system that is family-focused, child-centered, and community-based; and preserving families is the primary goal of the child welfare system; and

WHEREAS, while Virginia has over 4,300 children and youth aged 18 and younger in foster care, there are at least 3,600 children and youth supported by a network of more than 5,000 dedicated, approved kinship, foster and adoptive families; and

WHEREAS, kinship families and foster families play a critical role in serving as a support, not a substitute for the parents of children in foster care to make family reunification possible; and

WHEREAS, many kinship families and foster families create permanency for children in foster care through adoption when those children cannot be safely reunified with their birth families; and

WHEREAS, through the partnerships among kinship, foster and adoptive families; child welfare staff; and public and private child-serving organizations, efforts are made to ensure that voices are heard and support offered for youth at every step of their foster care journey, including helping young adults successfully transition to independence; and

WHEREAS, we honor and celebrate the enduring contributions of kinship, foster and adoptive families during National Foster Care Awareness Month and recognize the outstanding service and commitment kinship, foster and adoptive families provide to Virginia’s children and youth, while recognizing that foster care supports entire families;

NOW, THEREFORE, I, Mayor Robert Cutchins, do hereby recognize May 2023, as Foster Care Awareness Month in the City of Franklin, Virginia, and I call this observance to the attention of our citizens.

Signed this 8th day of May 2023.

Robert “Bobby” Cutchins, Mayor
City of Franklin, Virginia



Adult Abuse Prevention Month
Resolution #2023-14

WHEREAS, there are nearly 1.9 million Virginians aged 60 or older, a number that will increase to 2.2 million in 2030' and

WHEREAS, during fiscal year 2022, Virginia Adult Protective Services received over 40,000 reports of adult abuse, neglect, and exploitation, a three percent increase from the previous year; and

WHEREAS, older Virginians and Virginians with disabilities may become targets for abuse, which can occur in families and communities of all social, economic, racial, and ethnic backgrounds; and

WHEREAS, there are many government-supported programs that provide vital services to older Virginians and Virginians with disabilities, including a 24-hour hotline, crisis intervention, emergency shelter, home-based and community services, public education, and legal advocacy; and

WHEREAS, the Virginia Department for aging and Rehabilitative Services Adult Protective Services Division works collaboratively with state and local partners across the Commonwealth to help older Virginians and Virginians with disabilities live free of abuse, neglect, or exploitation;

Now, Therefore, I, Mayor Robert Cutchins, do hereby recognize May 2023, as Adult Abuse Prevention Month in the City of Franklin, Virginia, and I call this observance to the attention of our citizens.

Signed this 8th day May 2023.

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



National Police Week
May 14th – 20th, 2023
Resolution #2023-15

WHEREAS, the United States Congress and President declared May 15th as Peace Officers Memorial Day and the week in which it falls as Police Week; and

WHEREAS, the City of Franklin joins the nation in honoring the memory of those officers who have made the ultimate sacrifice in service to their communities; and

WHEREAS, the City of Franklin would like to express its gratitude to the City's law enforcement officers for their contributions in making Franklin, Virginia a great place to live.

NOW, THEREFORE, I, Robert "Bobby" Cutchins, Mayor of the City of Franklin, Virginia, do hereby proclaim May 14th-20th, 2023, AS

"NATIONAL POLICE OFFICER MEMORIAL WEEK"

and call upon all residents to express their gratitude to law enforcement officers for their contributions in keeping Franklin, Virginia safe.

Signed this 8th day of May 2023

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



Virginia Opioid Abatement Authority Funds
Resolution #2023-16

WHEREAS, the City of Franklin, Virginia City Council, seeks to mitigate and abate the impacts of the opioid epidemic in the City of Franklin; and

WHEREAS, the mission of the Virginia Opioid Abatement Authority (OAA) is to abate and remediate the opioid epidemic in the Commonwealth through financial support in the form of grants, donations, or other assistance; and

WHEREAS, the OAA has invited each city and county in Virginia to submit proposals for grants to support efforts to treat, prevent, and reduce opioid use disorder and the misuse of opioids in the Commonwealth; and

WHEREAS, the financial assistance offered by the OAA is needed to provide opioid mitigation and abatement efforts in the City of Franklin; and

WHEREAS, the City of Franklin has prepared a grant proposal for Fiscal Years 2023 and 2024 that accepts the terms and conditions required by the OAA; and

WHEREAS, the City of Franklin voluntarily agrees to meet the OAA's "Gold Standard" requirements in return for a 25% increase in OAA funding eligibility during these two Fiscal Years; and

WHEREAS, the City of Franklin grant request for fiscal years 2023 and 2024 seeks a total of \$10,746.00 in grant funding from the OAA.

NOW, THEREFORE, BE IT RESOLVED, the City of Franklin, Virginia City Council hereby authorizes City Manager Amanda Jarratt to execute the grant application to the Virginia Opioid Abatement Authority, to accept the grant award, and to execute all documents in connection therewith.

Signed this 8th day of May 2023.

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

BUDGET AMENDMENT 2023-18

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

1. recognize the Airport Coronavirus Response Grant Program (ACRGP) Grant Offer for the airport and appropriate for use and
2. recognize the School's supplemental appropriation of State and Federal revenue and to appropriate for use.

	2022-2023 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
#1			
504 AIRPORT			
REVENUE			
504-3-33010-0426 CARES ACT Grant - Airport	\$ -	\$ 13,000	\$ 13,000
			\$ 13,000
EXPENDITURES			
504-4-20010-1101 Salaries and Wages - Regular	\$ 49,854	\$ 62,854	\$ 13,000
			\$ 13,000
#2			
250 SCHOOL OPERATIONS			
REVENUE			
250-3-33010-0273 NCLB Grant - Title III Part A	\$ 4,274	\$ 4,322	\$ 48
250-3-33010-0277 Title IV Part A LEA	\$ 78,261	\$ 79,702	\$ 1,441
250-3-33010-0230 Carl Perkins Grant	\$ 46,000	\$ 48,882	\$ 2,882
250-3-24000-0231 School Improvements Title I	\$ -	\$ 244,460	\$ 244,460
			\$ 248,830
EXPENDITURES			
250-4-60000-0073 NCLB Grant - Title III Part A	\$ 4,274	\$ 4,322	\$ 48
250-4-60000-0077 Title IV Part A LEA	\$ 78,261	\$ 79,702	\$ 1,441
250-4-60000-0009 Carl Perkins Grant	\$ 46,000	\$ 48,882	\$ 2,882
250-4-60000-0061 Title I - 1003A	\$ -	\$ 244,460	\$ 244,460
			\$ 248,830

Certified copy of resolution adopted by Franklin City Council.

Clerk to the City Council



U.S. Department
of Transportation
Federal Aviation
Administration

Airports Division
Eastern Region
District of Columbia, Maryland, Virginia

FAA WAS ADO
13873 Park Center Road
Suite 4905
Herndon, VA 20171

CRRSA Transmittal Letter

May 25, 2021

Ms. Amanda C. Jarratt, City Manager
Franklin Municipal Airport
c/o Mr. Trevelyn Linton, Airport Manager
32470 John Beverly Rose Dr.
Franklin, Virginia 23851

Dear Ms. Jarratt:

Please find the following electronic Airport Coronavirus Response Grant Program (ACRGP) Grant Offer, Grant No. 3-51-0017-025-2021 for Franklin Regional Airport. This letter outlines expectations for success. Please read and follow the instructions carefully.

To properly enter into this agreement, you must do the following:

- a. The governing body must provide authority to execute the grant to the individual signing the grant; i.e. the sponsor's authorized representative.
- b. The sponsor's authorized representative must execute the grant, followed by the attorney's certification, no later than **June 25, 2021** in order for the grant to be valid.
- c. You may not make any modification to the text, terms or conditions of the grant offer.
- d. The grant offer must be digitally signed by the sponsor's legal signatory authority and then the grant offer will be routed via email to the sponsor's attorney. Once the attorney has digitally attested to the grant, an email with the executed grant will be sent to all parties.

Subject to the requirements in 2 CFR §200.305, each payment request for reimbursement under this grant must be made electronically via the Delphi Invoicing System. Please see the attached Grant Agreement for more information regarding the use of this System. The terms and conditions of this agreement require you drawdown and expend these funds within four years.

An airport sponsor may use these funds for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments. Please refer to the [ACRGP Frequently Asked Questions](#) for further information.

With each payment request you are required to upload an invoice summary directly to Delphi. The invoice summary should include enough detail to permit FAA to verify compliance with the Coronavirus Response and Relief Supplemental Appropriations Act (Public Law 116-260).

For the final payment request, in addition to the requirement listed above for all payment requests, you are required to upload directly to Delphi:

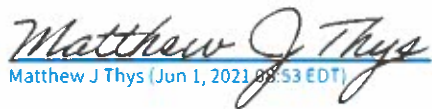
- A final financial report summarizing all of the costs incurred and reimbursed, and
- An SF-425, and.
- A closeout report (A sample report is available [here](#)).

Until the grant is completed and closed, you are responsible for submitting a signed/dated SF-425 annually, due 90 days after the end of each federal fiscal year in which this grant is open (due December 31 of each year this grant is open).

As a condition of receiving Federal assistance under this award, you must comply with audit requirements as established under 2 CFR part 200. Subpart F requires non-Federal entities that expend \$750,000 or more in Federal awards to conduct a single or program specific audit for that year. Note that this includes Federal expenditures made under other Federal-assistance programs. Please take appropriate and necessary action to assure your organization will comply with applicable audit requirements and standards.

I am readily available to assist you and your designated representative with the requirements stated herein. We sincerely value your cooperation in these efforts.

Sincerely,


Matthew J Thys (Jun 1, 2021 08:53 EDT)

Matthew J. Thys, Manager
Washington ADO

[ADO has discretion to delegate signature authority to Program Manager]



U.S. Department
of Transportation
Federal Aviation
Administration

AIRPORT CORONAVIRUS RELIEF GRANT PROGRAM (ACRGP)

GRANT AGREEMENT

Part I - Offer

Federal Award Offer Date May 25, 2021

Airport/Planning Area Franklin Regional Airport

ACRGP Grant Number 3-51-0017-025-2021

Unique Entity Identifier 081759227

TO: City of Franklin
(herein called the "Sponsor")

FROM: **The United States of America** (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA an Airports Coronavirus Response Grant Program (herein called "ACRGP") Application dated April 26, 2021, for a grant of Federal funds at or associated with the Franklin Regional Airport, which is included as part of this ACRGP Grant Agreement; and

WHEREAS, the Sponsor has accepted the terms of FAA's ACRGP Grant offer;

WHEREAS, in consideration of the promises, representations and assurances provided by the Sponsor, the FAA has approved the ACRGP Application for the Franklin Regional Airport, (herein called the "Grant" or "ACRGP Grant") consisting of the following:

This ACRGP Grant is provided in accordance with the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA Act or "the Act"), Division M of Public Law 116-260, as described below, to provide eligible Sponsors with funding for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments. ACRGP Grant amounts to specific airports are derived by legislative formula (See Division M, Title IV of the Act).

The purpose of this ACRGP Grant is to prevent, prepare for, and respond to coronavirus. Funds provided under this ACRGP Grant Agreement must only be used for purposes directly related to the airport. Such purposes can include the reimbursement of an airport's operational and maintenance expenses or debt service payments in accordance with the limitations prescribed in the Act. ACRGP Grants may be used to reimburse airport operational and maintenance expenses directly related to Franklin Regional incurred

no earlier than January 20, 2020. ACRGP Grants also may be used to reimburse a Sponsor's payment of debt service where such payments occur on or after December 27, 2020. Funds provided under this ACRGP Grant Agreement will be governed by the same principles that govern "airport revenue." New airport development projects not directly related to combating the spread of pathogens and approved by the FAA for such purposes, may not be funded with this Grant.

NOW THEREFORE, in accordance with the applicable provisions of the CRRSA Act, Public Law 116-260, the representations contained in the Grant Application, and in consideration of (a) the Sponsor's acceptance of this Offer; and, (b) the benefits to accrue to the United States and the public from the accomplishment of the Grant and in compliance with the conditions as herein provided,

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay 100% percent of the allowable costs incurred as a result of and in accordance with this Grant Agreement.

Assistance Listings Number (Formerly CFDA Number): 20.106

This Offer is made on and **SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:**

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is \$13,000, allocated as follows:
 - \$13,000 Non Primary KU2021
2. **Grant Performance.** This ACRGP Grant Agreement is subject to the following federal award requirements:
 - a. The Period of Performance:
 1. Shall start on the date the Sponsor formally accepts this agreement, and is the date signed by the last Sponsor signatory to the agreement. The end date of the period of performance is 4 years (1,460 calendar days) from the date of acceptance. The period of performance end date shall not affect, relieve or reduce Sponsor obligations and assurances that extend beyond the closeout of this Grant Agreement.
 2. Means the total estimated time interval between the start of an initial Federal award and the planned end date, which may include one or more funded portions, or budget periods. (2 Code of Federal Regulations (CFR) § 200.1)
 - b. The Budget Period:
 1. The budget period for this ACRGP Grant is 4 years (1,460 calendar days). Pursuant to 2 CFR § 200.403(h), the Sponsor may charge to the Grant only allowable costs incurred during the budget period.
 2. Means the time interval from the start date of a funded portion of an award to the end date of that funded portion during which the Sponsor is authorized to expend the funds awarded, including any funds carried forward or other revisions pursuant to §200.308.
 - c. Close out and Termination.
 1. Unless the FAA authorizes a written extension, the Sponsor must submit all Grant closeout documentation and liquidate (pay-off) all obligations incurred under this award no later than 120 calendar days after the end date of the period of performance. If the Sponsor

does not submit all required closeout documentation within this time period, the FAA will proceed to close out the grant within one year of the period of performance end date with the information available at the end of 120 days. (2 CFR § 200.344)

2. The FAA may terminate this ACRGP Grant, in whole or in part, in accordance with the conditions set forth in 2 CFR § 200.340, or other Federal regulatory or statutory authorities as applicable.
3. **Unallowable Costs.** The Sponsor shall not seek reimbursement for any costs that the FAA has determined to be unallowable under the CRRSA Act.
4. **Indirect Costs - Sponsor.** The Sponsor may charge indirect costs under this award by applying the indirect cost rate identified in the Grant Application as accepted by the FAA, to allowable costs for Sponsor direct salaries and wages only.
5. **Final Federal Share of Costs.** The United States' share of allowable Grant costs is 100%.
6. **Completing the Grant without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the Grant without undue delays and in accordance with this ACRGP Grant Agreement, the CRRSA Act, and the regulations, policies, standards, and procedures of the Secretary of Transportation ("Secretary"). Pursuant to 2 CFR § 200.308, the Sponsor agrees to report to the FAA any disengagement from funding eligible expenses under the Grant that exceeds three months or a 25 percent reduction in time devoted to the Grant, and request prior approval from FAA. The report must include a reason for the stoppage. The Sponsor agrees to comply with the attached assurances, which are part of this agreement and any addendum that may be attached hereto at a later date by mutual consent.
7. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
8. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs unless this offer has been accepted by the Sponsor on or before June 25, 2021, or such subsequent date as may be prescribed in writing by the FAA.
9. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner, including uses that violate this ACRGP Grant Agreement, the CRRSA Act or other provision of applicable law. For the purposes of this ACRGP Grant Agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor, that were originally paid pursuant to this or any other Federal grant agreement(s). The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.
10. **United States Not Liable for Damage or Injury.** The United States is not responsible or liable for damage to property or injury to persons which may arise from, or relate to this ACRGP Grant Agreement, including, but not limited to, any action taken by a Sponsor related to or arising from, directly or indirectly, this ACRGP Grant Agreement.
11. **System for Award Management (SAM) Registration and Unique Entity Identifier (UEI).**

- a. Requirement for System for Award Management (SAM): Unless the Sponsor is exempted from this requirement under 2 CFR 25.110, the Sponsor must maintain the currency of its information in the SAM until the Sponsor submits the final financial report required under this grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).
 - b. Unique entity identifier (UEI) means a 12-character alpha-numeric value used to identify a specific commercial, nonprofit or governmental entity. A UEI may be obtained from SAM.gov at <https://sam.gov/SAM/pages/public/index.jsf>.
12. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.
13. **Air and Water Quality.** The Sponsor is required to comply with all applicable air and water quality standards for all projects in this grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this agreement.
14. **Financial Reporting and Payment Requirements.** The Sponsor will comply with all Federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.
15. **Buy American.** Unless otherwise approved in advance by the FAA, in accordance with 49 United States Code (U.S.C.) § 50101 the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured goods produced outside the United States to be used for any project for which funds are provided under this grant. The Sponsor will include a provision implementing Buy American in every contract.
16. **Audits for Sponsors.**
- PUBLIC SPONSORS. The Sponsor must provide for a Single Audit or program-specific audit in accordance with 2 CFR Part 200. The Sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. Upon request of the FAA, the Sponsor shall provide one copy of the completed audit to the FAA.
17. **Suspension or Debarment.** When entering into a "covered transaction" as defined by 2 CFR § 180.200, the Sponsor must:
- a. Verify the non-Federal entity is eligible to participate in this Federal program by:
 - 1. Checking the excluded parties list system (EPLS) as maintained within the System for Award Management (SAM) to determine if the non-Federal entity is excluded or disqualified; or
 - 2. Collecting a certification statement from the non-Federal entity attesting the entity is not excluded or disqualified from participating; or
 - 3. Adding a clause or condition to covered transactions attesting the individual or firm is not excluded or disqualified from participating.
 - b. Require prime contractors to comply with 2 CFR § 180.330 when entering into lower-tier transactions (e.g. sub-contracts).

- c. Immediately disclose to the FAA whenever the Sponsor (1) learns the Sponsor has entered into a covered transaction with an ineligible entity, or (2) suspends or debar a contractor, person, or entity.

18. Ban on Texting While Driving.

- a. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 - 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to this ACRGP Grant or subgrant funded by this Grant.
 - 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - A. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - B. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
- b. The Sponsor must insert the substance of this clause on banning texting while driving in all subgrants, contracts, and subcontracts funded by this ACRGP Grant.

19. Trafficking in Persons.

- a. You as the recipient, your employees, subrecipients under this ACRGP Grant, and subrecipients' employees may not –
 - 1. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
 - 2. Procure a commercial sex act during the period of time that the award is in effect; or
 - 3. Use forced labor in the performance of the award or subawards under the ACRGP Grant.
- b. The FAA as the Federal awarding agency may unilaterally terminate this award, without penalty, if you or a subrecipient that is a private entity –
 - 1. Is determined to have violated a prohibition in paragraph A of this ACRGP Grant Agreement term; or
 - 2. Has an employee who is determined by the agency official authorized to terminate the ACRGP Grant Agreement to have violated a prohibition in paragraph A.1 of this ACRGP Grant term through conduct that is either –
 - A. Associated with performance under this ACRGP grant; or
 - B. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, "OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement)," as implemented by the FAA at 2 CFR Part 1200.
- c. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph A during this ACRGP Grant Agreement.

- d. Our right to terminate unilaterally that is described in paragraph A of this section:
 1. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. § 7104(g)), and
 2. Is in addition to all other remedies for noncompliance that are available to the FAA under this ACRGP Grant.

20. Employee Protection from Reprisal.

a. Prohibition of Reprisals —

1. In accordance with 41 U.S.C. § 4712, an employee of a grantee or subgrantee may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph (A)(2), information that the employee reasonably believes is evidence of:
 - a. Gross mismanagement of a Federal grant;
 - b. Gross waste of Federal funds;
 - c. An abuse of authority relating to implementation or use of Federal funds;
 - d. A substantial and specific danger to public health or safety; or
 - e. A violation of law, rule, or regulation related to a Federal grant.
 2. Persons and bodies covered: The persons and bodies to which a disclosure by an employee is covered are as follows:
 - a. A member of Congress or a representative of a committee of Congress;
 - b. An Inspector General;
 - c. The Government Accountability Office;
 - d. A Federal office or employee responsible for oversight of a grant program;
 - e. A court or grand jury;
 - f. A management office of the grantee or subgrantee; or
 - g. A Federal or State regulatory enforcement agency.
 3. Submission of Complaint — A person who believes that they have been subjected to a reprisal prohibited by paragraph A of this ACRGP Grant Agreement may submit a complaint regarding the reprisal to the Office of Inspector General (OIG) for the U.S. Department of Transportation.
 4. Time Limitation for Submittal of a Complaint — A complaint may not be brought under this subsection more than three years after the date on which the alleged reprisal took place.
 5. Required Actions of the Inspector General — Actions, limitations, and exceptions of the Inspector General's office are established under 41 U.S.C. § 4712(b).
 6. Assumption of Rights to Civil Remedy — Upon receipt of an explanation of a decision not to conduct or continue an investigation by the Office of Inspector General, the person submitting a complaint assumes the right to a civil remedy under 41 U.S.C. § 4712(c).
21. **Limitations.** Nothing provided herein shall be construed to limit, cancel, annul, or modify the terms of any Federal grant agreement(s), including all terms and assurances related thereto, that have been entered into by the Sponsor and the FAA prior to the date of this ACRGP Grant Agreement.
22. **Face Coverings Policy.** The sponsor agrees to implement a face-covering (mask) policy to combat the spread of pathogens. This policy must include a requirement that all persons wear a mask, in accordance with Centers for Disease Control (CDC) and Transportation Security Administration (TSA)

requirements, as applicable, at all times while in all public areas of the airport property, except to the extent exempted under those requirements. This special condition requires the airport sponsor continue to require masks until [Executive Order 13998, Promoting COVID-19 Safety in Domestic and International Travel](#), is no longer effective.

SPECIAL CONDITIONS FOR USE OF ACRGP FUNDS

CONDITIONS FOR ROLLING STOCK/EQUIPMENT -

1. **Equipment or Vehicle Replacement.** The Sponsor agrees that when using funds provided by this grant to replace equipment, the proceeds from the trade-in or sale of such replaced equipment shall be classified and used as airport revenue.
2. **Equipment Acquisition.** The Sponsor agrees that for any equipment acquired with funds provided by this grant, such equipment shall be used solely for purposes directly related to the airport.
3. **Low Emission Systems.** The Sponsor agrees that vehicles and equipment acquired with funds provided in this grant:
 - a. Will be maintained and used at the airport for which they were purchased; and
 - b. Will not be transferred, relocated, or used at another airport without the advance consent of the FAA.

The Sponsor further agrees that it will maintain annual records on individual vehicles and equipment, project expenditures, cost effectiveness, and emission reductions.

CONDITIONS FOR UTILITIES AND LAND -

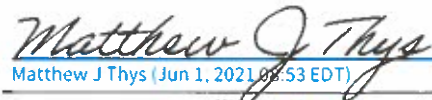
4. **Utilities Proration.** For purposes of computing the United States' share of the allowable airport operations and maintenance costs, the allowable cost of utilities incurred by the Sponsor to operate and maintain airport(s) included in the Grant must not exceed the percent attributable to the capital or operating costs of the airport.
5. **Utility Relocation in Grant.** The Sponsor understands and agrees that:
 - a. The United States will not participate in the cost of any utility relocation unless and until the Sponsor has submitted evidence satisfactory to the FAA that the Sponsor is legally responsible for payment of such costs;
 - b. FAA participation is limited to those utilities located on-airport or off-airport only where the Sponsor has an easement for the utility; and
 - c. The utilities must serve a purpose directly related to the Airport.
6. **Land Acquisition.** Where funds provided for by this grant are used to acquire land, the Sponsor shall record the grant agreement, including the grant assurances and any and all related requirements, encumbrances, and restrictions that shall apply to such land, in the public land records of the jurisdiction in which the land is located.

The Sponsor's acceptance of this Offer and ratification and adoption of the ACRGP Grant Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor. The Offer and Acceptance shall comprise an ACRGP Grant Agreement, as provided by the CRRSA Act, constituting the contractual obligations and rights of the United States and the Sponsor with respect to this Grant. The effective date of this ACRGP Grant Agreement is the date of the Sponsor's acceptance of this Offer.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

Dated June 1, 2021

**UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**


Matthew J Thys (Jun 1, 2021 09:53 EDT)

(Signature)

Matthew J. Thys

(Typed Name)

Manager, Washington Airports District Office

(Title of FAA Official)

Part II - Acceptance

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the ACRGP Grant Application and incorporated materials referred to in the foregoing Offer under Part I of this ACRGP Grant Agreement, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the ACRGP Grant Application and all applicable terms and conditions provided for in the CRRSA Act and other applicable provisions of Federal law.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct. ¹

Dated June 1, 2021

City of Franklin

(Name of Sponsor)

Amanda C. Jarratt

Amanda C. Jarratt (Jun 1, 2021 08:56 EDT)

(Signature of Sponsor's Designative Official/Representative)

By: Amanda C. Jarratt

(Type Name of Sponsor's Designative Official/Representative)

Title: City Manager

(Title of Sponsor's Designative Official/Representative)

¹ Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Virginia. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the CRRSA Act. The Sponsor understands funding made available under this Grant Agreement may only be used to reimburse for airport operational and maintenance expenses, and debt service payments. The Sponsor further understands it may submit a separate request to use funds for new airport/project development purposes, subject to additional terms, conditions, and assurances. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

Dated at

By:

(Signature of Sponsor's Attorney)

AIRPORT CORONAVIRUS RELIEF GRANT PROGRAM (ACRGP) ASSURANCES

AIRPORT SPONSORS

A. General.

1. These Airport Coronavirus Relief Grant Program (ACRGP) Assurances are required to be submitted as part of the application by sponsors requesting funds under the provisions of the Coronavirus Response and Relief Supplemental Appropriations Act of 2020 (CRRSA Act or "the Act"), Public Law 116-260. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
2. Upon acceptance of this ACRGP Grant offer by the sponsor, these assurances are incorporated into and become part of this ACRGP Grant Agreement.

B. Sponsor Certification.

The sponsor hereby assures and certifies, with respect to this ACRGP Grant that:

It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance, and use of Federal funds for this ACRGP Grant including but not limited to the following:

FEDERAL LEGISLATION

- a. 49 U.S.C. Chapter 471, as applicable
- b. Davis-Bacon Act — 40 U.S.C. 276(a), et. seq.
- c. Federal Fair Labor Standards Act — 29 U.S.C. 201, et. seq.
- d. Hatch Act — 5 U.S.C. 1501, et. seq. ²
- e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 Title 42 U.S.C. 4601, et. seq.
- f. National Historic Preservation Act of 1966 — Section 106 — 16 U.S.C. 470(f).
- g. Archeological and Historic Preservation Act of 1974 — 16 U.S.C. 469 through 469c.
- h. Native Americans Grave Repatriation Act — 25 U.S.C. Section 3001, et. seq.
- i. Clean Air Act, P.L. 90-148, as amended.
- j. Coastal Zone Management Act, P.L. 93-205, as amended.
- k. Flood Disaster Protection Act of 1973 — Section 102(a) — 42 U.S.C. 4012a.
- l. Title 49, U.S.C., Section 303, (formerly known as Section 4(f)).
- m. Rehabilitation Act of 1973 — 29 U.S.C. 794.
- n. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin).
- o. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.), prohibits discrimination on the basis of disability).

- p. Age Discrimination Act of 1975 — 42 U.S.C. 6101, et. seq.
- q. American Indian Religious Freedom Act, P.L. 95-341, as amended.
- r. Architectural Barriers Act of 1968 — 42 U.S.C. 4151, et. seq.
- s. Power plant and Industrial Fuel Use Act of 1978 — Section 403- 2 U.S.C. 8373.
- t. Contract Work Hours and Safety Standards Act — 40 U.S.C. 327, et. seq.
- u. Copeland Anti-kickback Act — 18 U.S.C. 874.1.
- v. National Environmental Policy Act of 1969 — 42 U.S.C. 4321, et. seq.
- w. Wild and Scenic Rivers Act, P.L. 90-542, as amended.
- x. Single Audit Act of 1984 — 31 U.S.C. 7501, et. seq. ²
- y. Drug-Free Workplace Act of 1988 — 41 U.S.C. 702 through 706.
- z. The Federal Funding Accountability and Transparency Act of 2006, as amended (Pub. L. 109-282, as amended by section 6202 of Pub. L. 110-252).

EXECUTIVE ORDERS

- a. Executive Order 11246 – Equal Employment Opportunity
- b. Executive Order 11990 – Protection of Wetlands
- c. Executive Order 11998 – Flood Plain Management
- d. Executive Order 12372 – Intergovernmental Review of Federal Programs
- e. Executive Order 12699 – Seismic Safety of Federal and Federally Assisted New Building Construction
- f. Executive Order 12898 – Environmental Justice
- g. Executive Order 14005 – Ensuring the Future Is Made in All of America by All of America's Workers.

FEDERAL REGULATIONS

- a. 2 CFR Part 180 – OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).
- b. 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. ^{3,4}
- c. 2 CFR Part 1200 – Nonprocurement Suspension and Debarment.
- d. 28 CFR Part 35 – Discrimination on the Basis of Disability in State and Local Government Services.
- e. 28 CFR § 50.3 – U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964.
- f. 29 CFR Part 1 – Procedures for predetermination of wage rates. ¹
- g. 29 CFR Part 3 – Contractors and subcontractors on public building or public work financed in whole or part by loans or grants from the United States. ¹

- h. 29 CFR Part 5 – Labor standards provisions applicable to contracts covering Federally financed and assisted construction (also labor standards provisions applicable to non-construction contracts subject to the Contract Work Hours and Safety Standards Act).¹
- i. 41 CFR Part 60 – Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and Federally assisted contracting requirements).¹
- j. 49 CFR Part 20 – New restrictions on lobbying.
- k. 49 CFR Part 21 – Nondiscrimination in Federally-assisted programs of the Department of Transportation – effectuation of Title VI of the Civil Rights Act of 1964.
- l. 49 CFR Part 23 – Participation by Disadvantage Business Enterprise in Airport Concessions.
- m. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises in Department of Transportation Program.
- n. 49 CFR Part 27 – Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance.¹
- o. 49 CFR Part 28 – Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities conducted by the Department of Transportation.
- p. 49 CFR Part 30 – Denial of public works contracts to suppliers of goods and services of countries that deny procurement market access to U.S. contractors.
- q. 49 CFR Part 32 – Government-wide Requirements for Drug-Free Workplace (Financial Assistance).
- r. 49 CFR Part 37 – Transportation Services for Individuals with Disabilities (ADA).
- s. 49 CFR Part 41 – Seismic safety of Federal and Federally assisted or regulated new building construction.

FOOTNOTES TO ASSURANCE ACRGP ASSURANCE B.1.

- ¹ These laws do not apply to airport planning sponsors.
- ² These laws do not apply to private sponsors.
- ³ Cost principles established in 2 CFR Part 200 subpart E must be used as guidelines for determining the eligibility of specific types of expenses
- ⁴ Audit requirements established in 2 CFR Part 200 subpart F are the guidelines for audits.

SPECIFIC ASSURANCES

Specific assurances required to be included in grant agreements by any of the above laws, regulations, or circulars are incorporated by reference in this Grant Agreement.

1. Purpose Directly Related to the Airport

It certifies that the reimbursement sought is for a purpose directly related to the airport.

2. Responsibility and Authority of the Sponsor.

a. Public Agency Sponsor:

It has legal authority to apply for this Grant, and to finance and carry out the proposed grant; that an official decision has been made by the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing

and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

b. **Private Sponsor:**

It has legal authority to apply for this Grant and to finance and carry out the proposed Grant and comply with all terms, conditions, and assurances of this Grant Agreement. It shall designate an official representative and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with this application; and to provide such additional information as may be required.

3. Good Title.

It, a public agency or the Federal government, holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.

4. Preserving Rights and Powers.

- a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this Grant Agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish, or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.
- b. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with this Grant Agreement.
- c. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to insure that the airport will be operated and maintained in accordance Title 49, United States Code, the regulations, and the terms and conditions of this Grant Agreement.

5. Consistency with Local Plans.

Any project undertaken by this Grant Agreement is reasonably consistent with plans (existing at the time of submission of the ACGRP application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

6. Consideration of Local Interest.

It has given fair consideration to the interest of communities in or near where any project undertaken by this Grant Agreement may be located.

7. Consultation with Users.

In making a decision to undertake any airport development project undertaken by this Grant Agreement, it has undertaken reasonable consultations with affected parties using the airport at which project is proposed.

8. Pavement Preventative Maintenance.

With respect to a project undertaken by this Grant Agreement for the replacement or reconstruction of pavement at the airport, it assures or certifies that it has implemented an effective airport pavement maintenance-management program and it assures that it will use such program for the useful life of any pavement constructed, reconstructed, or repaired with Federal financial assistance at the airport, including ACRGP funds provided under this Grant Agreement. It will provide such reports on pavement condition and pavement management programs as the Secretary determines may be useful.

9. Accounting System, Audit, and Record Keeping Requirements.

- a. It shall keep all Grant accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this Grant, the total cost of the Grant in connection with which this Grant is given or used, and the amount or nature of that portion of the cost of the Grant supplied by other sources, and such other financial records pertinent to the Grant. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.
- b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this Grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a Grant or relating to the Grant in connection with which this Grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

10. Minimum Wage Rates.

It shall include, in all contracts in excess of \$2,000 for work on any projects funded under this grant agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor, in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 276a-276a-5), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.

11. Veteran's Preference.

It shall include in all contracts for work on any project funded under this grant agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to Vietnam era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns owned and controlled by disabled veterans as defined in Section 47112 of Title 49, United States Code. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.

12. Operation and Maintenance.

- a. The airport and all facilities which are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be required or prescribed by applicable Federal, state and local agencies for maintenance and

operation. It will not cause or permit any activity or action thereon which would interfere with its use for airport purposes. It will suitably operate and maintain the airport and all facilities thereon or connected therewith, with due regard to climatic and flood conditions. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Secretary. In furtherance of this assurance, the sponsor will have in effect arrangements for-

1. Operating the airport's aeronautical facilities whenever required;
 2. Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and
 3. Promptly notifying airmen of any condition affecting aeronautical use of the airport. Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when snow, flood or other climatic conditions interfere with such operation and maintenance. Further, nothing herein shall be construed as requiring the maintenance, repair, restoration, or replacement of any structure or facility which is substantially damaged or destroyed due to an act of God or other condition or circumstance beyond the control of the sponsor.
- b. It will suitably operate and maintain noise compatibility program items that it owns or controls upon which Federal funds have been expended.

13. Hazard Removal and Mitigation.

It will take appropriate action to assure that such terminal airspace as is required to protect instrument and visual operations to the airport (including established minimum flight altitudes) will be adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.

14. Compatible Land Use.

It will take appropriate action, to the extent reasonable, including the adoption of zoning laws, to restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft.

15. Exclusive Rights.

The sponsor shall not grant an exclusive right to use an air navigation facility on which this Grant has been expended. However, providing services at an airport by only one fixed-based operator is not an exclusive right if—

- a. it is unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide the services; and
- b. allowing more than one fixed-based operator to provide the services requires a reduction in space leased under an agreement existing on September 3, 1982, between the operator and the airport.

16. Airport Revenues.

- a. This Grant shall be available for any purpose for which airport revenues may lawfully be used to prevent, prepare for, and respond to coronavirus. Funds provided under this ACRGP Grant Agreement will only be expended for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport(s) subject to this agreement and all applicable addendums for costs related to

operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments as prescribed in the Act

- b. For airport development, 49 U.S.C. § 47133 applies.

17. Reports and Inspections.

It will:

- a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;
- b. in a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:
 - 1. all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and
 - 2. all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

18. Land for Federal Facilities.

It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate therein, or rights in buildings of the sponsor as the Secretary considers necessary or desirable for construction, operation, and maintenance at Federal expense of space or facilities for such purposes. Such areas or any portion thereof will be made available as provided herein within four months after receipt of a written request from the Secretary.

19. Airport Layout Plan.

- a. Subject to the FAA Reauthorization Act of 2018, Public Law 115-254, Section 163, it will keep up to date at all times an airport layout plan of the airport showing:
 - 1. boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto;
 - 2. the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and roads), including all proposed extensions and reductions of existing airport facilities;
 - 3. the location of all existing and proposed non-aviation areas and of all existing improvements thereon; and
 - 4. all proposed and existing access points used to taxi aircraft across the airport's property boundary. Such airport layout plans and each amendment, revision, or modification thereof, shall be subject to the approval of the Secretary which approval shall be evidenced by the signature of a duly authorized representative of the Secretary on the face of the airport layout plan. The sponsor will not make or permit any changes or alterations in the airport or any of its facilities which are not in conformity with the airport layout plan

as approved by the Secretary and which might, in the opinion of the Secretary, adversely affect the safety, utility or efficiency of the airport.

- b. Subject to the FAA Reauthorization Act of 2018, Public Law 115-254, Section 163, if a change or alteration in the airport or the facilities is made which the Secretary determines adversely affects the safety, utility, or efficiency of any federally owned, leased, or funded property on or off the airport and which is not in conformity with the airport layout plan as approved by the Secretary, the owner or operator will, if requested, by the Secretary (1) eliminate such adverse effect in a manner approved by the Secretary; or (2) bear all costs of relocating such property (or replacement thereof) to a site acceptable to the Secretary and all costs of restoring such property (or replacement thereof) to the level of safety, utility, efficiency, and cost of operation existing before the unapproved change in the airport or its facilities except in the case of a relocation or replacement of an existing airport facility due to a change in the Secretary's design standards beyond the control of the airport sponsor.

20. Civil Rights.

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any activity conducted with, or benefiting from, funds received from this Grant.

- a. Using the definitions of activity, facility, and program as found and defined in §§ 21.23 (b) and 21.23 (e) of 49 CFR Part 21, the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by or pursuant to these assurances.
- b. Applicability
 - 1. Programs and Activities. If the sponsor has received a grant (or other Federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the sponsor's programs and activities
 - 2. Facilities. Where it receives a grant or other Federal financial assistance to construct, expand, renovate, remodel, alter, or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.
 - 3. Real Property. Where the sponsor receives a grant or other Federal financial assistance in the form of, or for the acquisition of, real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.

- c. Duration

The sponsor agrees that it is obligated to this assurance for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:

- 1. So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or
 - 2. So long as the sponsor retains ownership or possession of the property.
- d. Required Solicitation Language

It will include the following notification in all solicitations for bids, Requests for Proposals for work, or material under this Grant and in all proposals for agreements, including airport concessions, regardless of funding source:

“The City of Franklin, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises and airport concession disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”

e. **Required Contract Provisions.**

1. It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in Federally-assisted programs of the DOT, and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in Federally-assisted programs of the DOT Acts and regulations.
2. It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.
3. It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.
4. It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin, creed, sex, age, or handicap as a covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:
 - A. For the subsequent transfer of real property acquired or improved under the applicable activity, grant, or program; and
 - B. For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, grant, or program.
 - C. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.
 - D. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

21. Foreign Market Restrictions.

It will not allow funds provided under this Grant to be used to fund any activity that uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

22. Policies, Standards and Specifications.

It will carry out any project funded under an Airport Coronavirus Relief Program Grant in accordance with policies, standards, and specifications approved by the Secretary including, but not limited to, current FAA Advisory Circulars for AIP projects, as of April 26, 2021, included in this grant, and in accordance with applicable state policies, standards, and specifications approved by the Secretary.

23. Access By Intercity Buses.

The airport owner or operator will permit, to the maximum extent practicable, intercity buses or other modes of transportation to have access to the airport; however, it has no obligation to fund special facilities for intercity buses or for other modes of transportation.

24. Disadvantaged Business Enterprises.

The sponsor shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract covered by 49 CFR Part 26, or in the award and performance of any concession activity contract covered by 49 CFR Part 23. In addition, the sponsor shall not discriminate on the basis of race, color, national origin or sex in the administration of its Disadvantaged Business Enterprise (DBE) and Airport Concessions Disadvantaged Business Enterprise (ACDBE) programs or the requirements of 49 CFR Parts 23 and 26. The sponsor shall take all necessary and reasonable steps under 49 CFR Parts 23 and 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts, and/or concession contracts. The sponsor's DBE and ACDBE programs, as required by 49 CFR Parts 26 and 23, and as approved by DOT, are incorporated by reference in this agreement. Implementation of these programs is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the sponsor of its failure to carry out its approved program, the Department may impose sanctions as provided for under Parts 26 and 23 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1936 (31 U.S.C. 3801).

25. Acquisition Thresholds.

The FAA deems equipment to mean tangible personal property having a useful life greater than one year and a per-unit acquisition cost equal to or greater than \$5,000. Procurements by micro-purchase means the acquisition of goods or services for which the aggregate dollar amount does not exceed \$10,000, unless authorized in accordance with 2 CFR § 200.320. Procurement by small purchase procedures means those relatively simple and informal procurement methods for securing goods or services that do not exceed the \$250,000 threshold for simplified acquisitions.

Current FAA Advisory Circulars Required for Use in AIP Funded and PFC Approved Projects

View the most current Series 150 Advisory Circulars (ACs) for Airport Projects at
http://www.faa.gov/airports/resources/advisory_circulars and
http://www.faa.gov/regulations_policies/advisory_circulars

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: FKN <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="City of Franklin, Virginia"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="54-6001284"/>	* c. Organizational DUNS: <input type="text" value="0817592270000"/>	
d. Address:		
* Street1: <input type="text" value="32470 John Beverly Rose Dr"/>		
Street2: <input type="text"/>		
* City: <input type="text" value="Franklin"/>		
County/Parish: <input type="text"/>		
* State: <input type="text" value="VA: Virginia"/>		
Province: <input type="text"/>		
* Country: <input type="text" value="USA: UNITED STATES"/>		
* Zip / Postal Code: <input type="text" value="23851-1713"/>		
e. Organizational Unit:		
Department Name: <input type="text" value="Franklin Municipal Airport"/>	Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text" value="Mr."/>	* First Name: <input type="text" value="Trevlyn"/>	
Middle Name: <input type="text"/>		
* Last Name: <input type="text" value="Linton"/>		
Suffix: <input type="text"/>		
Title: <input type="text" value="Airport Manager"/>		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text" value="757-562-8764"/>	Fax Number: <input type="text" value="757-562-7562"/>	
* Email: <input type="text" value="t.linton@franklinva.com"/>		

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*** Other (specify):**

*** 10. Name of Federal Agency:**

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Improvement Program

*** 12. Funding Opportunity Number:**

*** Title:**

Coronavirus Response and Relief Supplemental Appropriations Act
Airport Coronavirus Response Grant Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

\$13,000.00 for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport and debt service payments.

Attach supporting documents as specified in agency Instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="13,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="13,000.00"/>

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

Yes No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

* First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number:

Fax Number:

* Email:

* Signature of Authorized Representative: 

* Date Signed:



FRANKLIN CITY PUBLIC SCHOOLS

OFFICE OF THE
SUPERINTENDENT

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

MEMORANDUM

TO: Amanda Jarrett
Franklin City Manager

FROM: Dr. Carlton Carter
Division Superintendent

DATE: May 1, 2023

RE: Notice of Budget Adjustments

The Franklin City School Division requests that the following budget funds be adjusted to balance with city records for FY 2023.

Correcting entries

<i>Accounting Use Only</i>	<i>School Account</i>	<i>Amount</i>	<i>City Account</i>
Title III – Revenue Increase		\$ 47.68	250-3-33010-0273
Title III – Expense Increase		\$ 47.68	250-4-60000-0073
Title IV - Revenue Increase		\$1,440.64	250-3-33010-0277
Title IV – Expense Increase		\$1,440.64	250-4-60000-0077
Perkins Grant – Revenue Increase		\$2,882.38	250-3-33010-0230
Perkins Grant – Expense Increase		\$2,882.38	250-4-60000-0009
SIG Grant – Revenue Increase		\$244,459.55	250-3-24000-0231
SIG Grant – Expense Increase		\$244,459.55	250-4-60000-0061

Franklin City Public Schools is an equal educational opportunity school system. The School Board of the City of Franklin also adheres to the principles of equal opportunity in employment and, therefore, prohibits discrimination in terms and conditions of employment on the basis of race, sex, national origin, color, religion or disability.



COMMONWEALTH of VIRGINIA

DEPARTMENT OF EDUCATION

DATE: March 24, 2023

TO: Division Superintendents

FROM: Aimee Guidera, Acting Superintendent of Public Instruction and Secretary of Education

SUBJECT: **Revisions to 2022-2023 Title III, Part A, Allocations under the Elementary and Secondary Education Act of 1965 (ESEA)**

Attached are the revisions to the 2022-2023 Title III, Part A, Language Instruction for English Learners and Immigrant Students, Immigrant Children and Youth (IY) allocations that were originally released through Superintendents Memorandum 196-22. The FY 2022 revision also includes an additional reallocation of Title III, Part A, funds from the U.S. Department of Education (ED). ED revised the final fiscal year 2022 allocation upward in January 2023. Attachment B contains the revised allocations. Attachment A contains Special Terms and conditions.

EL Awards

Section 3114(c) of the ESEA requires the reallocation of unused Title III funds to school divisions in accordance with criteria established by the state educational agency. Attachment C provides the procedures the Virginia Department of Education uses to calculate the reallocations.

Divisions receiving an EL award of at least \$10,000 must submit an amendment reflecting their revised 2022-2023 EL award through the OMEGA system. Divisions that participate in the Title III Statewide Consortium should note that the Revised EL Award column in Attachment B does not reflect the final adjusted reallocation provided through consortium membership. Members should refer to the subheading 'Title III Allocations Under \$10,000 through the Statewide Consortium 2022-2023' on the Title III website for final adjusted EL awards.

Immigrant Children and Youth (IY) Allocations

The IY allocations were revised in accordance with the procedures provided in Superintendent's Memorandum 179-17. Awards were adjusted to reflect current year enrollment data as reported

L-22 1355.54 + 47,68 = 1403.22
 L 215

Title III Statewide Consortium Reallocation Only - Attachment B
 his spreadsheet solely reflects the adjusted reallocation for members of the Title III Statewide Consortium as referenced in Supl's Memo #055-23
 March 24, 2023

**ELEMENTARY AND SECONDARY EDUCATION ACT OF 1965
 TITLE III, PART A, LANGUAGE INSTRUCTION
 2022-2023 CONSORTIUM REALLOCATIONS**

DIVISION NO	SCHOOL DIVISION	EL ENROLLMENT 21-22	2022-2023 ORIGINAL ALLOCATION	2022-2023 REVISED ALLOCATION
063	New Kent County Public Schools	25	\$ 3,110.56	\$ 3,202.26
066	Northumberland County Public Schools	21	\$ 2,772.87	\$ 2,849.90
067	Nottoway County Public Schools	77	\$ 7,500.54	\$ 7,782.97
069	Page County Public Schools	33	\$ 3,785.94	\$ 3,906.99
070	Patrick County Public Schools	47	\$ 4,967.86	\$ 5,140.26
072	Powhatan County Public Schools	23	\$ 2,941.72	\$ 3,026.09
073	Prince Edward County Public Schools	37	\$ 4,123.63	\$ 4,259.35
074	Prince George County Public Schools	81	\$ 7,838.20	\$ 8,135.34
077	Putaski County Public Schools	64	\$ 6,403.04	\$ 6,637.80
078	Rappahannock County Public Schools	37	\$ 4,123.63	\$ 4,259.35
079	Richmond County Public Schools	52	\$ 5,389.97	\$ 5,580.71
081	Rockbridge County Public Schools	30	\$ 3,532.68	\$ 3,642.71
083	Russell County Public Schools	19	\$ 2,604.03	\$ 2,673.72
084	Scott County Public Schools	5	\$ 1,422.11	\$ 1,440.45
086	Smyth County Public Schools	32	\$ 3,701.52	\$ 3,818.89
087	Southampton County Public Schools	9	\$ 1,759.80	\$ 1,792.82
090	Surry County Public Schools	2	\$ 1,168.85	\$ -
091	Sussex County Public Schools	11	\$ 1,928.65	\$ 1,969.00
092	Tazewell County Public Schools	2	\$ 1,168.85	\$ 1,176.18
094	Washington County Public Schools	45	\$ 4,799.02	\$ -
096	Wise County Public Schools	10	\$ 1,844.23	\$ -
097	Wythe County Public Schools	9	\$ 1,759.80	\$ -
102	Bristol City Public Schools	25	\$ 3,110.56	\$ 3,202.26
103	Buena Vista City Public Schools	1	\$ 1,084.42	\$ 1,088.09
119	Norton City Public Schools	7	\$ 1,590.96	\$ 1,616.63
122	Radford City Public Schools	12	\$ 2,013.07	\$ 2,057.09
126	Staunton City Public Schools	74	\$ 7,247.27	\$ 7,518.70
135	Franklin City Public Schools	13	\$ 2,097.49	\$ 2,145.17
137	Lexington City Public Schools	19	\$ 2,604.03	\$ 2,673.72
142	Poquoson City Public Schools	3	\$ 1,253.27	\$ 1,264.27
202	Colonial Beach Public Schools	14	\$ 2,181.92	\$ 2,233.27
207	West Point Public Schools	6	\$ 1,506.54	\$ 1,528.54
218	Virginia School for the Deaf and Blind-Staunton	16	\$ 2,350.76	\$ 2,409.45
917	Department of Juvenile Justice	2	\$ 1,168.85	\$ 1,176.18

+ 47,68
 Amount
 9182183



COMMONWEALTH of VIRGINIA
DEPARTMENT OF EDUCATION

DATE: February 24, 2023
TO: Division Superintendents
FROM: Jillian Balow, Superintendent of Public Instruction
SUBJECT: **Revisions to 2020-2021 Title IV, Part A, Allocations under the Elementary and Secondary Education Act of 1965**

This communication is to inform you of revisions to the 2020-2021 Title IV, Part A, allocations that were released through Superintendent's Memo #177-20, dated July 17, 2020. The revision is due to the reallocation of the state's reservation under Section 4104 of the ESEA.

Attachment A contains the Additional Required Special Terms and Conditions for Grant Awards or Cooperative Agreements. **Attachment B** contains the revised Title IV, Part A, 2020-2021 allocations. An amendment to the 2020-2021 application and a budget transfer must be submitted through the OMEGA system. If you need technical support with this process, please email OMEGA.Support@doe.virginia.gov or call (804) 371-0993.

For questions about the revised Title IV, Part A, allocations, please contact Marsha Granderson, Title IV Coordinator, at (804) 786-1993 or Marsha.Granderson@doe.virginia.gov.

JB/MG

Attachments:

- A. Additional Required Special Terms and Conditions for Grant Awards or Cooperative Agreements (Word)
- B. Revised 2020-2021 ESEA Title IV, Part A, Allocations (Excel)

VIRGINIA DEPARTMENT OF EDUCATION ELEMENTARY AND SECONDARY EDUCATION ACT OF 1965 TITLE IV, PART A, STUDENT SUPPORT AND ACADEMIC ENRICHMENT GRANTS 2020-2021 GRANT REALLOCATIONS		
DIVISION NO	SCHOOL DIVISION/LEA	2020-2021 TOTAL ALLOCATION
119	NORTON	\$ 20,619.55
120	PETERSBURG	\$ 245,070.87
121	PORTSMOUTH	\$ 508,032.72
122	RADFORD	\$ 26,251.82
123	RICHMOND CITY	\$ 1,296,571.99
124	ROANOKE CITY	\$ 554,428.55
126	STAUNTON	\$ 65,812.87
127	SUFFOLK	\$ 273,106.65
128	VIRGINIA BEACH	\$ 962,726.94
130	WAYNESBORO	\$ 81,915.47
131	WILLIAMSBURG	\$ 25,033.15
132	WINCHESTER	\$ 89,761.05
134	FAIRFAX CITY	\$ 22,581.56
135	FRANKLIN CITY	\$ 58,631.72
136	CHESAPEAKE	\$ 600,101.75
137	LEXINGTON	\$ 10,000.00
138	EMPORIA	\$ 39,742.64
139	SALEM	\$ 42,520.60
142	POQUOSON	\$ 10,000.00
143	MANASSAS	\$ 99,765.43
144	MANASSAS PARK	\$ 25,899.03
202	COLONIAL BEACH	* \$ 24,048.46
207	WEST POINT	* \$ 10,000.00
218	STAUNTON D/B	* \$ 10,000.00
917	DEPARTMENT OF JUVENILE JUSTICE	* \$ 13,377.62
TOTALS		\$ 20,419,252.00

+1440.64

Alleghany County and Covington City Public Schools merged into one school division, Alleghany Highlands, beginning the 2022-2023 school year.

* School divisions that receive less than \$30,000 are not required to conduct a comprehensive needs assessment and may use funds for any one or more of the three content areas in the Title IV, Part A, program. These divisions are indicated by an asterisk next to the award.



#123-22

**Commonwealth of Virginia
Virginia Department of Education
Superintendent's Memo #123-22**

DATE: June 10, 2022
TO: Division Superintendents
FROM: Jillian Balow, Superintendent of Public Instruction
SUBJECT: **Estimated State Allocations under the Strengthening Career and Technical Education for the 21st Century Act (Perkins V) for July 1, 2022 through June 30, 2023**

The Virginia Department of Education (VDOE) has received the estimated state allocations under the Strengthening Career and Technical Education for the 21st Century Act (Perkins V) for school year 2022-2023. Virginia's federal fiscal year (FY) 2022 Perkins funding allocation is \$31,070,269, which is an overall increase of 3.52 percent (\$1,093,138) compared to the prior year. Please refer to the attachments for school division funding allocations.

The grant award period is from July 1, 2022 through June 30, 2023; however, the funds will be distributed to the state in two allocations. Approximately 38 percent will be available on July 1, 2022. The remaining 62 percent will be available on October 1, 2022. There is no provision for Perkins funds to be carried over to the next school year, which means that all funds must be expended or obligated by June 30, 2023.

Attachment A lists the school year 2022-2023 Perkins funding allocations for school divisions. Please note the following federal regulations impacting the calculation of the school division allocations:

- Perkins V requires that states distribute secondary funds under Section 131(a)(2) of the Act based on the Bureau of the Census' estimate of the number of individuals aged 5

through 17, inclusive, who reside in the school division served by such local educational agency and are from families below the poverty level for the preceding fiscal year, as determined by the most recent satisfactory data used under Section 1124(c)(l)(A) of the Elementary and Secondary Education Act of 1965 (ESEA), as amended, compared to the total number of individuals who reside in the school divisions served by all of the local educational agencies in the State for such preceding fiscal year. This computation must be based on the 2020 poverty estimates provided by the Bureau of the Census (in the column entitled "Relevant age 5 to 17 in families in poverty"), which are based on 2020-2021 school division boundaries. Seventy percent of local funding allocations are distributed based on this [2020 poverty data](#).

- Perkins V also requires that States distribute secondary funds under Section 131(a)(1) of the Act based on the number of individuals aged 5 through 17, inclusive, who reside in the school division served by such local education agency for the preceding year compared to the total number of such individuals who reside in the school divisions served by all local educational agencies in the State for such preceding fiscal year. This computation is based on the most updated student enrollment data, reflecting the 2019-2020 school year, collected by the National Center for Education Statistics through the Common Core of Data (CCD) survey system. Thirty percent of the local funding allocations are distributed based on this [school-age population data](#).

Attachment B lists the estimated 38 percent of the Perkins funds available to each school division beginning July 1, 2022, and the remaining 62 percent of the funds available on October 1, 2022. All of these funds will be distributed on a reimbursement basis and are available through June 30, 2023. Because the state cannot expend more than 38 percent of local allocations during the July 1 through September 30, 2022 time period, funds will be distributed on a reimbursement basis for actual expenditures during this period not to exceed the 38 percent allocation.

Reimbursement requests and object code line budget transfers for Perkins CTE funds must be submitted through the VDOE Single Sign-on for Web Systems (SSWS) portal using the Online Management of Education Grant Awards (OMEGA) application. All expenditures must be consistent with the approved CTE local plan and budget for school year 2022-2023.

Reimbursement requests must be submitted no later than September 30, 2023, and must

cover expenditures that were made during school year 2022-2023 (July 1, 2022 through June 30, 2023).

Documentation of any reimbursement claims must be retained in the school division and must be available for audit in accordance with state regulations governing the retention of financial records.

For more information

If you have questions, please contact Dr. David S. Eshelman, Director, Office of Career, Technical, and Adult Education, at CTE@doe.virginia.gov or by telephone at (804) 225-2052.

JB/DSE/aar

- A. Attachment: [Total School Year 2022-2023 Perkins Fund Allocations](#) (DOCX)
- B. Attachment: [Perkins Funds Available Beginning July 1, 2022, and Funds Available on October 1, 2022](#) (DOCX)

LEA NO.	SCHOOL DIVISION	Age 5 - 17 Children in Poverty	70% of Entitlement Allocated Based on Poverty	Age 5 - 17 Enrollment	30% of Entitlement Allocated Based on Enrollment	SY 2022 - 2023 Total Entitlements
116	MARTINSVILLE CITY	2292	\$230,238.16	2271	\$10,832.85	\$73,013.22
117	NEWPORT NEWS CITY	619	\$62,180.37	28555	\$136,209.57	\$685,586.74
118	NORFOLK CITY	5469	\$549,377.17	31469	\$150,109.57	\$964,079.81
119	NORTON CITY	8103	\$813,970.24	637	\$3,038.54	\$20,316.45
120	PETERSBURG CITY	172	\$17,277.91	4466	\$21,303.17	\$191,972.73
121	PORTSMOUTH CITY	1699	\$170,669.56	15170	\$72,362.08	\$418,522.94
122	RADFORD CITY	3446	\$346,160.86	1655	\$7,894.48	\$28,487.33
123	RICHMOND CITY	205	\$20,592.85	26126	\$124,623.05	\$718,902.69
124	ROANOKE CITY	5916	\$594,279.64	15522	\$74,041.14	\$413,270.75
126	STAUNTON CITY	3377	\$339,229.61	3344	\$15,951.14	\$70,798.45
127	SUFFOLK CITY	546	\$54,847.31	16261	\$77,566.23	\$281,184.36
128	VIRGINIA BEACH CITY	2027	\$203,618.13	71440	\$340,774.34	\$1,137,265.77
130	WAYNESBORO CITY	7929	\$796,491.43	3727	\$17,778.08	\$83,574.76
131	WILLIAMSBURG CITY	655	\$65,796.68	12717	\$60,661.08	\$164,328.52
132	WINCHESTER CITY	1032	\$103,667.44	4387	\$20,926.33	\$96,768.31
135	FRANKLIN CITY	755	\$75,841.98	1424	\$6,792.59	\$48,882.38
136	CHESAPEAKE CITY	419	\$42,089.79	44219	\$210,928.06	\$598,977.80
139	SALEM CITY	3863	\$388,049.74	3628	\$17,305.84	\$55,779.32
142	POQUOSON CITY	383	\$38,473.48	2238	\$10,675.43	\$21,323.44
143	MANASSAS CITY	106	\$10,648.01	7537	\$35,952.07	\$134,596.87
144	MANASSAS PARK CITY	982	\$98,644.80	3155	\$15,049.59	\$49,304.05
202	COLONIAL BEACH	341	\$34,254.46	478	\$2,280.10	\$13,229.47
207	WEST POINT	109	\$10,949.37	639	\$3,048.08	\$7,970.27
	TOTALS	150,898	\$15,158,148.91	1,361,896	\$6,496,349.62	\$21,654,498.55



COMMONWEALTH of VIRGINIA
DEPARTMENT OF EDUCATION

DATE: February 17, 2023
TO: Division Superintendents
FROM: Jillian Balow, Superintendent of Public Instruction
SUBJECT: **Office of School Quality (OSQ) - School Improvement Competitive Grant Awards (SIG)**

Under Section 1003 of the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the Every Student Succeeds Act (ESSA), funding is reserved for school improvement activities for Local Educational Agencies (LEA) with schools identified for Comprehensive Support and Improvement (CSI), Targeted Support and Improvement (TSI), or Additional Targeted Support and Improvement (ATSI) (ESEA section 1003(b)(1)(A)).

To receive 1003 funds, ESEA requires an LEA with one or more schools identified for comprehensive, targeted, or additional targeted support and improvement to develop and submit an application to be considered for an award on a competitive basis (ESEA section 1003(b)(1)(A)). The submitted application describes how the LEA will monitor schools receiving funds; use a rigorous review process for any external partners; align federal, state, and other local resources; and modify practices and policies to provide flexibility to effectively implement comprehensive school improvement plans.

An LEA may only use Section 1003 funds for activities that meet the following criteria:

- improve student outcomes through evidence-based interventions in the identified areas, such as math, reading, and/or federal graduation indicator;
- must meet one of the first three tiers of evidence under ESEA section 8101 (21)(A) as evidence-based interventions, activities, or strategies; and
- must be consistent with the school's comprehensive improvement plan.

Based on the aforementioned guidelines, the Office of School Quality (OSQ) reviews and approves School Improvement Grant (SIG) applications to receive funding. This grant award period extends from October 1, 2022, through September 30, 2024. No funds may be encumbered after September 30, 2024. Final requests for reimbursement must be received by November 15, 2024. The grant award number must be referenced in all communications and reimbursement requests relative to this project.

Funds may be used only for the activities stipulated in the approved application. Reimbursement for expenditures cannot be honored where the program or budget modifications are implemented without prior approval. Project reimbursement and amendment requests must be made using the Virginia Department of Education's OSQ forms.

The terms of the Grant Award are defined in **Attachment A**. The amount of funds approved for each LEA is shown on the grant award list in **Attachment B**. As applicable, the Additional Required Special Terms and Conditions for Grant Awards or Cooperative Agreements is provided as **Attachment C**. **This memorandum serves as your official grant award notification, and you may obligate funds.** Reimbursement requests will be processed upon your submission of documentation reflecting the invoiced amount.

If you have questions or need additional information, please contact Mrs. Danette Fleming, OSQ Reports and Grants Manager, at (804) 371-4989 or danette.fleming@doe.virginia.gov or Mr. Mark Jennings, OSQ Specialist, at (540) 307-1479 or mark.jennings@doe.virignia.gov.

JB/MJ

Attachments:

- A. Terms of Grant Award (Word)
- B. Grant Award Notification Recipients (Excel)
- C. Additional Required Special Terms and Conditions for Grant Awards or Cooperative Agreements (Word)

092	TAZEWELL COUNTY PUBLIC SCHOOLS	\$ -
093	WARREN COUNTY PUBLIC SCHOOLS	\$ 150,000.00
094	WASHINGTON COUNTY PUBLIC SCHOOLS	\$ -
095	WESTMORELAND COUNTY PUBLIC SCHOOLS	\$ -
096	WISE COUNTY PUBLIC SCHOOLS	\$ -
097	WYTHE COUNTY PUBLIC SCHOOLS	\$ -
098	YORK COUNTY PUBLIC SCHOOLS	\$ -
101	ALEXANDRIA CITY PUBLIC SCHOOLS	\$ -
102	BRISTOL CITY PUBLIC SCHOOLS	\$ 141,937.60
103	BUENA VISTA CITY PUBLIC SCHOOLS	\$ -
104	CHARLOTTESVILLE CITY PUBLIC SCHOOLS	\$ 149,958.01
106	COLONIAL HEIGHTS CITY PUBLIC SCHOOLS	\$ -
108	DANVILLE CITY PUBLIC SCHOOLS	\$ 686,546.26
109	FALLS CHURCH CITY PUBLIC SCHOOLS	\$ -
110	FREDERICKSBURG CITY PUBLIC SCHOOLS	\$ 234,297.52
111	GALAX CITY PUBLIC SCHOOLS	\$ -
112	HAMPTON CITY PUBLIC SCHOOLS	\$ -
113	HARRISONBURG CITY PUBLIC SCHOOLS	\$ -
114	HOPEWELL CITY PUBLIC SCHOOLS	\$ -
115	LYNCHBURG CITY PUBLIC SCHOOLS	\$ -
116	MARTINSVILLE CITY PUBLIC SCHOOLS	\$ -
117	NEWPORT NEWS CITY PUBLIC SCHOOLS	\$ -
118	NORFOLK CITY PUBLIC SCHOOLS	\$ -
119	NORTON CITY PUBLIC SCHOOLS	\$ -
120	PETERSBURG CITY PUBLIC SCHOOLS	\$ 982,782.73
121	PORTSMOUTH CITY PUBLIC SCHOOLS	\$ 176,822.64
122	RADFORD CITY PUBLIC SCHOOLS	\$ -
123	RICHMOND CITY PUBLIC SCHOOLS	\$ 4,567,181.52
124	ROANOKE CITY PUBLIC SCHOOLS	\$ -
126	STAUNTON CITY PUBLIC SCHOOLS	\$ 150,000.00
127	SUFFOLK CITY PUBLIC SCHOOLS	\$ 149,965.72
128	VIRGINIA BEACH CITY PUBLIC SCHOOLS	\$ -
130	WAYNESBORO CITY PUBLIC SCHOOLS	\$ -
131	WILLIAMSBURG-JAMES CITY COUNTY PUBLIC SC	\$ 119,777.75
132	WINCHESTER CITY PUBLIC SCHOOLS	\$ -
135	FRANKLIN CITY PUBLIC SCHOOLS	\$ 244,459.56 *
136	CHESAPEAKE CITY PUBLIC SCHOOLS	\$ 150,000.00
137	LEXINGTON CITY PUBLIC SCHOOLS	\$ -
139	SALEM CITY PUBLIC SCHOOLS	\$ -
142	POQUOSON CITY PUBLIC SCHOOLS	\$ -
143	MANASSAS CITY PUBLIC SCHOOLS	\$ -
144	MANASSAS PARK CITY PUBLIC SCHOOLS	\$ -
202	TOWN OF COLONIAL BEACH PUBLIC SCHOOLS	\$ -
207	TOWN OF WEST POINT PUBLIC SCHOOLS	\$ -
		\$ 10,304,888.43



Office of the City Manager
Amanda C. Jarratt

May 1, 2023

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: FY 24 Budget Public Hearing

Background Information

In accordance with the budget calendar for FY 24 the public hearing on the budget is scheduled for this evening. The FY 24 budget maintains the City's tax rate of \$1.03 however, the rate was advertised at \$1.05. Evaluating ways to implement the priorities and needs of a community which can be challenging under normal circumstances, but given the current climate of instability it is even more difficult. In an effort to meet the challenges the City of Franklin is currently facing, the entire management team joined together to present a balanced budget that provides essential services to our citizens. . The most valuable asset the City of Franklin has are its long-term dedicated employees that creatively do more with less each year to maintain City operations. The current budget includes frozen positions and as well as the delay of critical projects. Despite all of this, City staff has pulled together for the best interest of the citizens. I remain in awe of their commitment to presenting a realistic balanced budget that meets the needs of the City of Franklin citizens and maintains City operations. The entire management team has spent hours analyzing how expenditures can be cut and services maintained. Moving forward City Council will work to identify priorities for the City of Franklin and the services that are considered essential to work toward a sustainable balanced budget.

As was shared in previous budget work sessions, the 2023-2024 budget was balanced utilizing \$195,000 from the Water & Sewer Fund, and an additional \$360,600 from the Electric Fund above the normal transfer for operations. In prior years, there were valiant and concerted efforts aimed at maintaining the current tax rate. It is acknowledged, however, absent strategic and incremental tax increases paired with growth of the tax base maintaining the levels of services that the citizens of Franklin are accustomed to will not be possible. These are non-sustainable sources of funds.

The Proposed General Fund budget is \$29,482,277.00 an increase of \$2,298,942 or .5.9% above the FY 2022-2023 amended budget. During recent years, the City has evaluated programs and services and identified ways to improve efficiency without significantly reducing service levels directly impacting residents and customers. Efficiencies have been achieved across all departments and at this point, in order to maintain essential services, an increase in the revenue stream is necessary. The increases associated with this year's budget includes necessary capital projects and new positions in Franklin Fire and Rescue, Franklin Police, and Social Services.

The Electric Fund proposed budget of \$18,926,759 is an increase of \$2,014,425 or 12.1% higher than the FY 2022-2023 adopted budget. No increase is proposed in the rates. No increase in the basic monthly charge.

RECOMMENDED TAX RATES

In consideration of the challenging days ahead, management recommends the real property tax rate remain the same at \$1.03 per \$100.00 of real property valuation for FY 2023-2024.

SCHOOL OPERATING FUND

Regarding essential City financial support for the Franklin City Public Schools, the proposed budget includes current year funding of \$4,330,237. The City Council for several years held the base funding level and only approved one-time carryover funds resulting from the School Division having unexpected funds in their budget at fiscal year-end. It is also noteworthy that Franklin City Public Schools has had several hundred thousand dollars in excess in instruction each year.

Management will continue to communicate to the school system that carryover funds should be restricted and utilized only for capital items and thus avoid the use of “one-time” or non-recurring funds (carryover) for recurring operating expenditures. Given the limitations and uncertainties of future City funding described earlier, school system appropriations may likely be similarly limited to any future end-of-year carryover funds which can and will vary dramatically from year to year. With these qualifying comments, management believes the recommended level of school system funding illustrates the continued high priority that the City has for adequately funding the public schools as evidenced by the City’s favorable ranking among all Virginia cities in terms of per capita spending on education.

CAPITAL IMPROVEMENTS PROGRAM

An additional but integral consideration for analysis concerning all categories of City services is further refinement and ongoing evaluation of the City’s multi-year Capital Improvements Program (CIP) planning and funding strategies. Long-term capital needs remain on the horizon however staff successfully worked together to fund necessary capital improvements.

PERSONNEL

There is a 5% COLA increase included in the current FY 24.

Personnel costs are by far the largest single expenditure category in the City’s budget as it is in practically any organization or enterprise. While there are several positions frozen in the FY 24 budget in the Police Department and Public Works, positions are being restored in the Police Department, Fire Department, and Social Services. In addition, the City of Franklin is adding three new Fire and EMS positions to maintain our current level of service within the Franklin City limits.

Needed Action

Adopt the FY24 budget and determine the FY 24 real estate rate.

SECTION SIX

SUPPLEMENTAL DOCUMENTS

- i. Budget Resolution
- ii. Electric Rate Ordinance

FY 2023 – 2024 Budget Resolution
Budget Resolution
Setting the Tax Rates, Adopting the Budget and
Appropriating Funds for FY 2023 – 2024

WHEREAS, it is mandated by law that the governing body of this City adopt a City budget for fiscal planning purposes and fix the respective local tax rates each year and;

WHEREAS, the Franklin City Council has complied with the law by preparing a proposed budget, holding the required public hearings on May 10, 2023 after proper and legal notice and having deliberated;

Section I.

Council does hereby propose to set and adopt, pursuant to Virginia Code Section 58.1-3524, the rate of tax relief at such a level that is anticipated to fully exhaust PPTRA relief funds provided to the City by the Commonwealth as follows:

Personal Use vehicles valued at \$1,000 or less	Eligible for 100% tax relief
Personal Use vehicles valued at \$1,001 to \$20,000	Eligible for tax relief at 42%
Personal Use vehicles valued at \$20,000 or more	Eligible for tax relief at 42% on the first \$20,000 of value and taxed fully on the balance

THE FOLLOWING TAXES AND FEES ARE PROPOSED TO AS FOLLOWS:

Real Estate Tax Rate	\$1.03/\$100 of assessed value
Personal Property & Business Property	\$4.50/\$100 of assessed value
Downtown District Tax Rate	\$0.24/\$100 of assessed value
Machinery & Tools	\$2.00/\$100 of assessed value
Meals Tax	7.0%
Lodging Tax	8.0%
Cigarette Tax	\$0.70 per pack
Ambulance Service Fee:	
Treatment Without Transport (A0998)	\$380.00
Basic Life Support (BLS) (A0428)	\$560.00
Basic Life Support Emergent (A0429)	\$700.00
Advanced Life Support 1 (ALS1) (A0426)	\$741.00
Advanced Life Emergent (A0427)	\$850.00
Advanced Life Support 2 (ALS2) (A0433)	\$974.00
Mileage Rate to Hospital	\$17.00

Water Service Fees

\$14.22 base rate plus \$3.20 per 1,000 gallons per month (metered usage – inside City)
\$17.98 base rate plus \$3.96 per 1,000 gallons per month (metered usage – outside City)
\$30.25 base rate per month – (unmetered usage – inside City)
\$37.57 base rate per month – (unmetered usage – outside City)

Sewer Service Fees

\$19.01 base rate plus \$4.43 per 1,000 gallons per month (metered usage – inside City)
\$22.94 base rate plus \$5.67 per 1,000 gallons per month (metered usage – outside City)
\$41.00 base rate per month – (unmetered usage – inside City)
\$50.95 base rate per month – (unmetered usage – outside City)

Trash Collection Fees

\$38.00 per month – (residential – inside City)
\$76.00 per month – (residential – outside City)
\$52.61 per month – commercial 1 box
\$61.90 per month – commercial 2 box

Section II: The following amounts as stated are hereby appropriated in the General Fund for the operation of the City Government and its activities for and during the fiscal year beginning July 1, 2023 and ending June 30, 2024:

REVENUE SUMMARY – GENERAL FUND

Local	\$	22,269,333
State		4,356,114
Federal		204,408
Subtotal- Operating Revenue	\$	26,829,855
Other Financial Sources		2,652,422
Total General Fund Revenues	\$	29,482,277

EXPENDITURE SUMMARY – GENERAL FUND

City Council	\$	317,627
City Manager		286,786
City Attorney		115,000
Management Service & HR		231,789
Commissioner of the Revenue		332,810
Real Estate Assessor		165,134
Treasurer		461,667
Finance		406,218
Purchasing		137,742
Utilities		374,437
Insurance		175,753
Information Technology		290,005
Elections		199,387
Judicial Administration		1,584,616
Public Safety		4,353,027
Emergency Management Services		6,499,305
Inspections		434,183
Animal Control		125,757
Public Works - Streets & Snow Removal		2,033,139
Public Works - Garage		343,582
Maintenancve of Buildings & Grounds		1,495,390
Cemetery Maintenance		1,000
Health & Welfare		906,509
Recreation		560,988
Library		294,856
Planning/Zoning		104,797
Beautification		3,000
Tourism		116,201
Non-Dept: Rev- Sharing		600,000
Subtotal	\$	22,950,705
Transfers to Other Funds		6,531,572
Total General Fund Expenditures	\$	29,482,277

Section III: The following amounts as stated as hereby appropriated in the Water and Sewer Fund for the operation of the Enterprise and its activities for and during the fiscal year beginning July 1, 2023 and ending June 30, 2024:

REVENUE SUMMARY – WATER & SEWER FUND

Sale of Water	\$	1,250,000
Sale of Sewer		1,800,000
Miscellaneous		145,000
Use of Unassigned Fund Balance		249,922
Total Water & Sewer Fund Revenue	\$	3,444,922

EXPENDITURE SUMMARY – WATER & SEWER FUND

Operating Expense	\$	2,490,857
Debt Service		339,963
Transfer to General Fund - Admin Services & Lieu of Taxes		399,902
Transfer to Capital Projects		214,200
Total Water & Sewer Fund Expenditures	\$	3,444,922

Section IV: The following amounts as stated are hereby appropriated in the Solid Waste Fund for the operation of the Enterprise and its activities for and during the fiscal year beginning July 1, 2023 and ending June 30, 2024:

REVENUE SUMMARY – SOLID WASTE FUND

Solid Waste Collection Fees	\$	1,360,693
Miscellaneous		50,209
Total Solid Waste Fund Revenue	\$	1,410,902

EXPENDITURE SUMMARY – SOLID WASTE FUND

Operating Expense	\$	1,126,580
Debt Service		28,533
Transfer to General Fund - Admin Services		255,789
Total Solid Waste Fund Expenditures	\$	1,410,902

Section V: The following amounts as stated are hereby appropriated in the Airport Fund for the operation of the Enterprise and its activities for and during the fiscal year beginning July 1, 2023 and ending June 30, 2024:

REVENUE SUMMARY – AIRPORT FUND

Airport Rental Fees	\$	61,800
Sale of Jet Fuel & Aviation Gas		65,000
Transfer from General Fund		63,919
Total Airport Fund Revenue	\$	190,719

EXPENDITURE SUMMARY – AIRPORT FUND

Operating Expense	\$	170,448
Transfer to General Fund - Admin Services		20,271
Total Airport Fund Expenditures	\$	190,719

Section VI: The following amounts as stated are hereby appropriated in the Electric Fund for the operation of the Enterprise and its activities for and during the fiscal year beginning July 1, 2023 and ending June 30, 2024:

REVENUE SUMMARY – ELECTRIC FUND

Revenue from Sale of Energy	\$	14,107,382
Revenue from Fuel Charges		4,403,588
Other Revenue		415,789
Total Electric Fund Revenue	\$	18,926,759

EXPENDITURE SUMMARY – ELECTRIC FUND

Fuel Adjustment	\$	4,403,588
Energy for Resale		8,331,651
Energy True Up Expense		600,000
Operating Expenses		2,449,139
Capital Improvements		379,063
Debt Service		236,437
Transfer to General Fund - Admin Services & Lieu of Taxes		726,888
Transfer to General Fund - Operations Subsidy		1,799,993
Total Electric Fund Expenditures	\$	18,926,759

Section VII: The following amounts as stated are hereby appropriated in the Social Services Fund for the operation of the fund and its activities for and during the fiscal year beginning July 1, 2023 and ending June 30, 2024:

REVENUE SUMMARY – SOCIAL SERVICES FUND

State & Federal Revenue	\$	2,340,136
Transfer from General Fund		640,674
Total Social Services Fund Revenue	\$	2,980,810

EXPENDITURE SUMMARY – SOCIAL SERVICES FUND

Social Services Expenses	\$	2,980,810
Total Social Services Fund Expenditures	\$	2,980,810

Section VIII: The following amounts as stated are hereby appropriated in the Children Services Act Fund for the operation of the fund and its activities for and during the fiscal year beginning July 1, 2023 and ending June 30, 2024:

REVENUE SUMMARY – CHILDREN SERVICES ACT FUND

State Revenue	\$	380,520
Transfer from General Fund		244,792
Total Children Services Act Fund Revenue	\$	625,312

EXPENDITURE SUMMARY – CHILDREN SERVICES ACT FUND

Mandated Services	\$	604,000
Administrative Services		21,312
Total Children Services Act Fund Expenditures	\$	625,312

Section XI: The following amounts as stated hereby appropriated in the Education Fund (Schools, Cafeteria, & Textbook) for the operation of the funds and its activities for and during the fiscal year beginning July 1, 2024 and ending June 30, 2024:

REVENUE SUMMARY – EDUCATION FUNDS

State Revenue	\$	11,629,031
Federal Revenue		3,901,611
Other Local Revenue		207,224
Transfer from General Fund		4,330,237
Total Education Fund Revenue	\$	20,068,103

EXPENDITURE SUMMARY – EDUCATION FUNDS

Instruction Services	\$	13,480,669
Administrative, Attendance & Health		2,100,523
Pupil Transportation		450,296
Operations & Maintenance		1,987,743
Food Services		907,638
Technology		1,011,970
Textbooks		129,264
Total Education Fund Expenditures	\$	20,068,103

Section X: The following amounts as stated are hereby appropriated in the Debt Service Fund for the operation of the fund and its activities for and during the fiscal year beginning July 1, 2023 and ending June 30, 2024:

REVENUE SUMMARY – DEBT SERVICE FUND

Transfer from General Fund - General Debt	\$	788,169
Transfer from General Fund - School Debt	\$	414,133
Total Debt Service Fund Revenue	\$	1,202,302

EXPENDITURE SUMMARY – DEBT SERVICE FUND

General Fund Debt Service	\$	788,169
School Debt Fund	\$	414,133
Total Debt Service Fund Expenditures	\$	1,202,302

Section XI: The following amounts as stated are hereby appropriated in the Economic Development Fund for the operation of the fund and its activities for and during the fiscal year beginning July 1, 2023 and ending June 30, 2024:

REVENUE SUMMARY – ECONOMIC DEVELOPMENT FUND

Program Fees & Rental Income	\$	134,153
Transfer from General Fund - Joint Activity	\$	49,648
Total Economic Development Fund Revenue	\$	183,801

EXPENDITURE SUMMARY- ECONOMIC DEVELOPMENT FUND

General Operating Cost	\$	183,801
Total Economic Development Fund Expenditures	\$	183,801

Section XIII: AUTHORIZATION & LIMITATIONS

A. The City Manager is authorized to transfer budgeted amounts within departments up to \$50,000. Expenditures over the original budget of any department or transfers over \$50,000 must be approved by City Council.

B. No amount between funds nor any contingency appropriation may be transferred within any fund without approval from the City Council. In addition, no appropriation for the Reserve-General Fund can be spent nor transferred without the express authority of Council.

EFFECTIVE DATE: The budget hereby proposed and the respective tax rates and fees so fixed shall be effective July 1, 2023.

DONE THIS 8th day of May, 2023, in the CITY OF FRANKLIN, VIRGINIA

Robert B. Cutchins, Mayor

ATTEST: _____

Amanda C. Jarratt, City Manager

City Ordinance 8-14(a) Has No Proposed Increase for Electrical Rates

Proposed Motion

The Council of the City of Franklin does ordain that the Franklin City Code 8-14 (a) shall maintain the current monthly electrical rates (FY 22-23 rates) for the non-fuel charge component for the kWh energy charge and the kW demand charge for all billings after July 1, 2022 in the following categories of users:

Sec. 8-14. Electrical rates and deposits.

(a) The following monthly electrical rates are hereby established for the following category of users:
Residential Rate – “Schedule RS-401”:

	<u>July 1, 2022</u>	<u>July 1, 2023</u>
A. Basic Customer Charge:	\$7.98	\$7.98
B. Plus kWh Charge	\$0.11068	\$0.11068
C. Fuel Adjustment: Each kilowatt hour used is subject to adjustment for charges in fuel costs, provided such fuel costs are charged to the City by its supplier.		

Small General Service Rate – “Schedule SGS 405”:

	<u>July 1, 2022</u>	<u>July 1, 2023</u>
A. Basic Customer Charge: Single Phase	\$12.61	\$12.61
B. Plus kWh Charge:	\$0.9112 per kWh	\$0.09112 per kWh
C. Fuel Adjustment: Each kilowatt hour used is subject to adjustment for charges in fuel costs, provided such fuel costs are charged to the City by its supplier.		

Small General Service Rate – “Schedule SGS 406”:

	<u>July 1, 2022</u>	<u>July 1, 2023</u>
A. Basic Customer Charge: Three Phase	\$22.42	\$22.42
B. Plus kWh charge:	\$0.09112 per kWh	\$0.09112 per kWh
C. Fuel Adjustment: Each kilowatt hour used is subject to adjustment for charges in fuel costs, provided such fuel costs are charged to the City by its supplier.		

Medium General Service-I Rate– “Schedule MGS-I 451/551”:

A.	Basic Customer Charge: Single Phase	July 1, 2022 \$49.50	<u>July 1, 2023</u> \$49.50
B.	Plus kWh Charge:	\$0.07466 per kWh	\$0.07466 per kWh
C.	Plus kW Demand Charge:	\$6.94 per kW	\$6.94 per kW

D. Fuel Adjustment: Each kilowatt hour used is subject to adjustment for charges in fuel costs, provided such fuel costs are charged to the City by its supplier.

Medium General Service-I Rate – “Schedule MGS-I 453/553”:

A.	Basic Customer Charge: Three Phase	July 1, 2021 \$99.00	<u>July 1, 2022</u> \$99.00
B.	Plus kWh Charge:	\$0.07466 per kWh	\$0.07466 per kWh
C.	Plus kW Demand Charge:	\$6.94 per kW	\$6.94 per kW

D. Fuel Adjustment: Each kilowatt hour used is subject to adjustment for charges in fuel costs, provided such fuel costs are charged to the City by its supplier.

Medium General Service-D Rate – “Schedule MGS-D 404/504”:

A.	Basic Customer Charge: Single Phase	July 1, 2022 \$45.00	<u>July 1, 2023</u> \$45.00
B.	Plus kWh Charge:	\$0.04943 per kWh	\$0.04943 per kWh
C.	Plus kW Demand Charge:	\$15.27 per kW	\$15.27 per kW

D. Fuel Adjustment: Each kilowatt hour used is subject to adjustment for charges in fuel costs, provided such fuel costs are charged to the City by its supplier.

Medium General Service-D Rate – “Schedule MGS-D 407/507”:

A.	Basic Customer Charge: Three Phase	July 1, 2022 \$90.00	<u>July 1, 2023</u> \$90.00
B.	Plus kWh Charge:	\$0.04943 per kWh	\$0.04943 per kWh
C.	Plus kW Demand Charge:	\$15.27 per kW	\$15.27 per kW

D. Fuel Adjustment: Each kilowatt hour used is subject to adjustment for charges in fuel costs, provided such fuel costs are charged to the City by its supplier.

Large General Service Rate – “Schedule LGS 403/503”:

	<u>July 1, 2022</u>	<u>July 1, 2023</u>
A. Basic Customer Charge	\$247.50	\$247.50
B. Plus kWh Charge:	\$0.04505 per kWh	\$0.04505 per kWh
C. Plus kW Demand Charge:	\$16.72 per kW	\$16.72 per kW

D. Fuel Adjustment: Each kilowatt hour used is subject to adjustment for charges in fuel costs, provided such fuel costs are charged to the City by its supplier.

Municipal Service Rate – “Schedule MS 408”:

A. Basic Customer Charge:	<u>July 1, 2022</u>	<u>July 1, 2023</u>
Single Phase	\$16.50	\$16.50
B. Plus kWh Charge:	\$0.10030 per kWh	\$0.10030 per kWh

C. Fuel Adjustment: Each kilowatt hour used is subject to adjustment for charges in fuel costs, provided such fuel costs are charged to the City by its supplier.

Municipal Service Rate – “Schedule MS 409”:

A. Basic Customer Charge:	<u>July 1, 2022</u>	<u>July 1, 2023</u>
Three Phase	\$26.13	\$26.13
B. Plus kWh Charge:	\$0.10030 per kWh	\$0.10030 per kWh

C. Fuel Adjustment: Each kilowatt hour used is subject to adjustment for charges in fuel costs, provided such fuel costs are charged to the City by its supplier.

Church and Synagogue Rate – “Schedule CS 418”:

A. Basic Customer Charge:	<u>July 1, 2022</u>	<u>July 1, 2023</u>
Single Phase	\$12.38	\$12.38
B. Plus KWH Charge:		
First 3000 kWh	\$0.10574 per kWh	\$0.10574 kWh
Excess over 3000 kWh	\$0.15662 per kWh	\$0.15662 per kWh

C. Fuel Adjustment: Each kilowatt hour used is subject to adjustment for charges in fuel costs, provided such fuel costs are charged to the City by its supplier.

Church and Synagogue Rate – “Schedule CS 419, 429, 440”:

A. Basic Customer Charge:	<u>July 1, 2022</u>	<u>July 1, 2023</u>
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Three Phase	\$22.00	\$22.00
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B. Plus KWH Charge:

First 3000 kWh	\$0.10574 per kWh	\$0.10574 per kWh
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Excess over 3000 kWh	\$0.15662 per kWh	\$0.15662 per kWh
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B. Fuel Adjustment: Each kilowatt hour used is subject to adjustment for charges in fuel costs, provided such fuel costs are charged to the City by its supplier.

OUTDOOR LIGHTING SERVICE

Rate Schedule: OLS

High Pressure Sodium

<u>July 1, 2022</u>	<u>July 1, 2023</u>
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100 Watt	\$11.00 per month	\$11.00 per month
150 Watt	\$13.50 per month	\$13.50 per month
250 Watt	\$18.75 per month	\$18.75 per month
400 Watt	\$28.00 per month	\$28.00 per month
1,000 Watt	\$44.00 per month	\$44.00 per month
40 LED		\$11.00 per month
140 LED		\$18.75 per month
1000 LED		\$32.00 per month

Metal Halide

1,000 Watt	\$39.25 per month	\$39.25 per month
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GIVEN under our hands this 8th day of May 2023.

Robert B. Cutchins, Mayor

Attest: _____
Amanda C. Jarratt, City Manager



*Office of the City Manager
Amanda C. Jarratt*

May 1, 2023

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: City of Franklin Transit Feasibility Study

Background Information

- As you all are aware the City of Franklin worked with Michael Baker Consulting and the Department of Rail and Public Transit to conduct a Transit Feasibility Study. Franklin City Council instructed staff to move forward with submitted the Demonstration Grant back in January of 2023. City staff was notified this week that the Demonstration Grant was recommended for funding. This is tentative, as the Commonwealth Transportation Board is set to complete their review in June. If approved, the City of Franklin will receive \$240,554 in state funding and will require a local match of \$60,136. This funding can begin to be spent down on July 1, 2023. The City of Franklin must confirm the local match before May 12th to secure the funding. At the conclusion of the demonstration grant, if the City wants to continue the service, they will be established as a Federal Transit Administration Grantee.

Needed Action

Provide direction to staff on whether or to proceed and accept the City of Franklin Demonstration Grant.

City of Franklin Transit Pilot Project

City Council Briefing

May 8th, 2023



Project Update

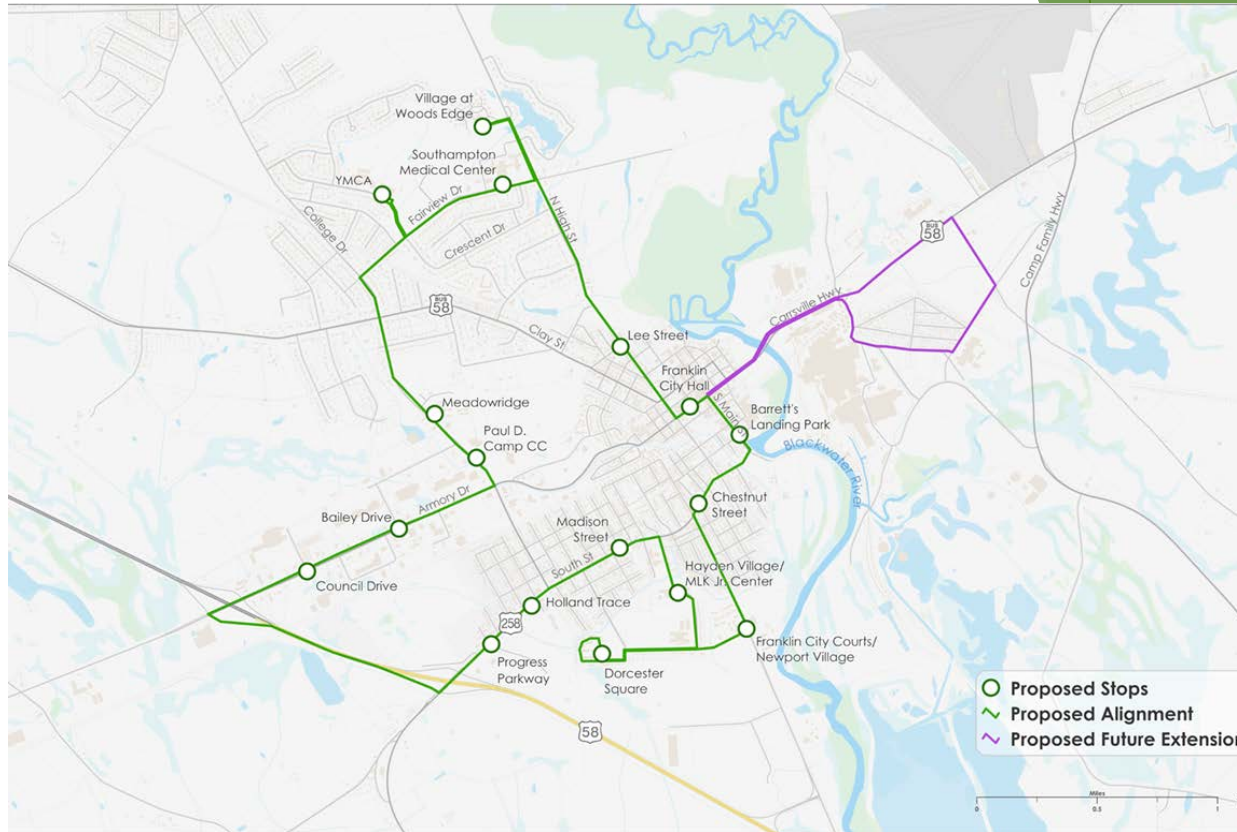
- ❖ In January, Michael Baker International presented to City Council on the findings from the City of Franklin transit feasibility study. The study yielded two options:
 1. A fixed route service with an established route and predetermined bus stops
 2. A Microtransit route which would largely operate on-demand, similar to rideshare services

- ❖ On January 23, City Council voted to pursue the fixed route service option
- ❖ On February 1, City of Franklin applied to DRPT's demonstration project assistance grant which provides 2 years of funding at an 80/20 state and local match
- ❖ In April, it was announced that DRPT recommended this project for funding. If approved by the Commonwealth Transportation Board, funding will be awarded on July 1.
- ❖ City of Franklin must confirm local match before May 12th to secure funding
- ❖ At the conclusion of the demonstration grant, if the City wants to continue the service, they will be established a federal transit administration grantee



Fixed Route Service

- ▶ Route is approx. 11 miles along
- ▶ Loop would take 45-50 minutes to complete
- ▶ Hourly service- meaning every stop has the same timing during any hour (i.e., YMCA is always at :15)
- ▶ Stop locations are derived from community feedback
- ▶ Potential to expand based on performance of route



Service Cost Estimates

- Service Assumptions
 - Hours

Day	Hours of Operation
Monday- Friday	7:00 AM - 6:00 PM
Saturday	10:00 AM - 5:00 PM
Sunday	No Service

**62 operating/revenue hours per week*

- Operations
 - Service would be fully contracted out (vehicles, drivers, etc.)
 - City of Franklin will work DRPT to procure a contractor on July 1
- Service area
 - Fixed route as indicated on map on previous slide

DRPT Demonstration Grant

- DRPT’s Demonstration Project Assistance Grant is a 2-year grant
- Grant requires a local match up to 20 percent per year
- DRPT will offer technical support to grant recipients
- Cost breakdown below:

Fixed Route Service Line Item	Year 1 Cost	Year 2 Cost	Notes
Annual Operations Cost	\$112,840	\$112,840	Based on \$35 per revenue hour estimate for 1 vehicle
Advertising and Support	\$50,000	\$25,000	<i>*Assumed advertising costs</i>
Total	\$162,840	\$137,840	
Local Match Requirement	\$32,568	\$27,568	
State Match:	\$130,272	\$110,272	



April 18, 2023

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Utility Bill Separation

Background Information

Currently the City of Franklin sends one bill for electric, water, sewer, and garbage fees to the account holders. There has been discussion over the previous weeks about splitting the utility bills into two different bills. One bill would be for electric usage, and the other for the remaining three utilities. The meter reading and due dates would remain the same.

Staff has been working with Edmonds and BMS our third party vendor. Edmonds is capable of making the changes to our billing format to separate the bills and there will be no charge. The additional cost that will be incurred by the City will be the printing and postage cost which will be a cost each year on an annual basis. The estimated cost based on the current number of accounts is \$70,000.00 per year. As postage increases this amount will increase.

Staff has researched multiple options with BMS and Edmonds to determine how best to accomplish City Council's goals.

- There is not the ability to have one bill with two payment coupons.
- BMS is not able to put two bills in one envelope via their current system. They may have a way to do it with a PDF input for both files but that would require setting them up in our new BillztrackPro portal (\$600 charge for each file) plus quite a bit of programming to test and setup at \$150/hr. This would also take BMS 3-5 weeks to complete based on our current programming schedule. Otherwise the bills would have to be manually stuffed into the envelopes.
- Billing due dates will need to remain the same. The staggering is not possible based on current staffing levels across multiple departments.

Currently ten percent of our total customer base utilizes the online billing option. Staff will make a concerted effort to increase awareness about this option and reduce the number of accounts receiving paper bills.

We reached out to various municipalities that have more than one utility. We have attached our current bill with it color coded for each service. The next sheet is Radford's new bill they have gone to pointing out what all they have done. Last sheet has Culpeper's bill, very simple but clear. Should we choose to color code our bill the cost per sheet would go from \$0.06 per sheet black and white to \$0.07 per sheet color. Should we want to make other changes to our bill to mimic others the cost would be \$150 per hour to make those changes. Radford and Culpeper are using one bill because of the cost savings.

Needed Action

Provide direction to staff on next steps.



City of Franklin
207 W 2ND Ave
Franklin VA 23851-1713
Phone 757-562-8518



*003102/1-S 0-8 0



UTILITY BILL

AMOUNT DUE			
Last Payment:	Date	03/17/23	Amount \$268.38
Previous Balance:			\$0.00
Electric Previous	\$	0.00	
Water Previous	\$	0.00	
Sewer Previous	\$	0.00	
Garbage Previous	\$	0.00	
Current Charges:			\$201.82
Electric Charges	\$	119.96	
Water Charges	\$	20.42	
Sewer Charges	\$	23.44	
Garbage Charges	\$	38.00	
Penalty			\$0.00
Total Due			\$201.82

ACCOUNT INFORMATION			
Account Number:		PIN:	
Service Address:			
Bill Date:	04/08/23		
Due Date:	04/20/23		

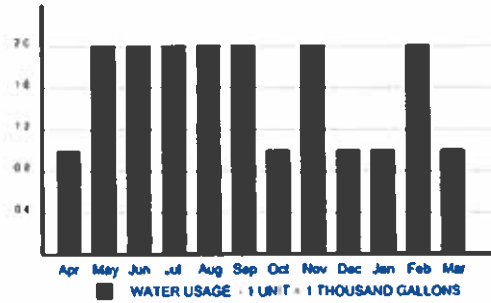
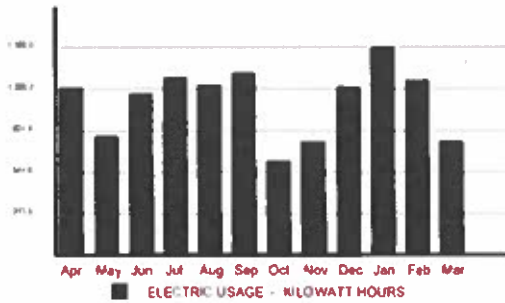
GARBAGE				
DESCRIPTION	UNITS	FLAT	USAGE	TOTAL
GARBAGE-RESIDENTIAL	1.0	36.00	0.00	36.00

WATER / SEWER SERVICES				
SERVICE	PREVIOUS READING	CURRENT READING	USAGE	
Water	02/10/23	491	03/13/23	492
				1

ELECTRIC SERVICES				
SERVICE	PREVIOUS READING	CURRENT READING	USAGE	
Electric	02/20/23	11410	03/20/23	12157
				747

ELECTRIC CHARGES				
DESCRIPTION	FLAT	USAGE	TOTAL	
RESIDENTIAL SERVICE	7.98	82.68	90.66	
FUEL ADJUSTMENT	0.00	25.13	25.13	
STATE CONSUMP TX-FRA	0.00	1.17	1.17	
LOCAL TAX-RESIDENTIA	1.15	1.85	3.00	

WATER / SEWER CHARGES				
DESCRIPTION	FLAT	USAGE	TOTAL	
WATER RESIDENTIAL C1	14.22	3.20	17.42	
WATER TAX RES	3.00	0.00	3.00	
SEWER-CITY RESIDENTI	19.01	4.43	23.44	



Special Message: ****EFFECTIVE, MAR. 1, 2022 **** **THE CITY OF FRANKLIN WILL BEGIN INSTALLING OUR NEW ELECTRIC METERING SYSTEM. PLEASE BE ADVISED THAT YOU WILL SEE TECHNICIANS ON YOUR PROPERTY WE APPRECIATE YOUR PATIENCE AND APOLOGIZE FOR ANY INCONVENIENCE THIS MAY CAUSE *** THANK YOU

◆ To PAY ON-LINE:
www.franklinva.com

◆ Contact us by phone
757-562-8518
Monday - Friday 8:30AM - 5:00 PM

◆ Contact us by mail:
City of Franklin
207 W 2ND Ave
Franklin VA 23851-1713

PAYMENT COUPON - PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

ACCOUNT INFORMATION			
Account Number:		PIN:	
Service Address:			
Bill Date:	04/08/23	YEAR: 2023	PERIOD: 3

AMOUNT DUE	
Due Date:	04/20/23
Current Charges:	\$201.82
Previous Balance:	\$0.00
Penalty & Late Fee:	\$0.00
Total Due :	\$201.82

AMOUNT ENCLOSED:

PAID TO: CAS PAYABLE TO

City of Franklin
207 W 2ND Ave
Franklin VA 23851-1713



If you are moving or wish to change the name on your account, please call Customer Services at (757) 562-8518 or come into our office.

If you wish to CHANGE the mailing ADDRESS, complete the information below.

Name: _____

New Mailing Address: _____

Extension: If a customer is unable to make payment, an extension may be requested by calling utility customer service or appearing in person to Utility Customer Services. Extension Requests are given from the 21st to the last working day of the month. Only ONE extension will be granted during a calendar year period. (January - December).



New Bill Design

- Customer Information:** Here you will find the name listed on the account along with the mailing address.
- Account Information:** This area contains your account number, customer ID, the service address, statement date and number and the date payment is due.
- Electronic statements:** If you wish to receive your statements electronically, visit this website to sign up.
- Meter Reading Detail:** This area gives a detailed listing of water or electric usage, including the service period, days in the billing cycle, the previous and most recent meter readings. Water is measured in 100 gallons and electricity is measured in kilowatt hours.
- Usage History:** The graph shows up to a thirteen month comparison of your historical water and/or electric consumption. The orange bars allow a comparison for the usage from the previous year's billing period and your current service period usage.
- Check the message area for important information from the City of Radford.** The City may use this area to share general updates, holiday garbage pickup schedules or miscellaneous bill information.
- Current Charges:** Here you will find an itemized listing of the charges for your current billing period.
- Budget Information:** If you participate in the Equal Payment Plan/Budget, this will be where your monthly payment amount and accumulated budget balance can be found.
- Bill Summary:** This area provides a summary of your account, including your previous balance, any adjustments or penalties applied, previous payments or credits, past due balance from previous billing cycles, current charges and your total amount due. If you participate in the Equal Payment Plan/Budget, your budget settlement or closeout amount will also show here.
- Bill Remittance Stub:** Detach this stub and return it with your payment. When mailing your payment, please make sure the address on the remittance stub shows through the window on the return envelope.
- Contact Information:** Contact information for billing and payment inquiries, hours of operation and emergency contact number.
- Payment Options:** This section provides information about the various bill payment options available to City of Radford utility customers.

Office of Billing & Service
1100 JPM Chase
Radford, VA 24141
(540) 731-3802
www.radfordva.gov

JOHN DOE
1234 ANY STREET
RADFORD VA 24141-4347

UTILITY STATEMENT

Account Number - Customer #	999999 - 999999
Service Address	1234 ANY STREET
Statement Date	04/03/18
Statement Number	000000
Due Date	04/20/18

To receive future statements electronically visit <https://radfordva.estrml.net>

Your Registration ID: 1234-740R-F33C

Current Charges

WATER	\$23.66
SEWER SEWER	\$17.66
GARBAGE COLLECTION	\$31.50
ELECTRIC	\$20.00
FUEL ADJUSTMENT CHARGE	\$195.52
WHOLESALE POWER COST ADJ	\$358.44
RESIDENTIAL ELECTRIC	\$1.64
VA UTILITY TAX LOCAL PORTION	\$19.34
VA UTILITY TAX STATE PORTION	\$5.55
RADFORD UT TAX RESIDENTIAL	\$0.64
TAX	\$1.91
TOTAL CURRENT CHARGES	\$530.00

Water Meter Reading Service Period: 03/09/18 - 03/13/18

Bar Days	32
Usage 100 Gallons	58

Electric Meter Reading Service Period: 03/05/18 - 03/08/18

Bar Days	30
Usage Demand kWh	1676

Bill Summary

Previous Balance	\$244.00
Adjustments/Penalties	\$0.00
Payments/Credits	\$244.00
Balance Forwards	\$0.00
Current Charges	\$278.63
Budget Settlement	\$0.00
Total Amount Due	\$244.00

A penalty of 5% will be added if payment is not received by the due date
A past due balance is subject to immediate disconnection of service

BUDGET BILLING AMOUNT DUE

ACCUMLATED BUDGET BALANCE

PLEASE DETACH LOWER PORTION AND REMIT WITH YOUR PAYMENT

Account Number - Customer #	999999 - 999999
Statement Date	04/03/18
Statement Number	000000
Amount Due	\$244.00
Due Date	04/20/18
Amount Enclosed	

Office of Billing & Service
819 2nd Street Room 106
Radford, VA 24141
(540) 731-3802

JOHN DOE
1234 ANY STREET
RADFORD VA 24141-4347

CITY OF RADFORD
619 2ND ST ROOM 164
RADFORD VA 24141-1456

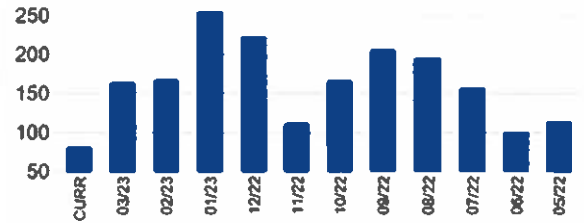
CONSUMPTION DETAIL

ELECTRIC

131705301 ACTUAL READ

READ DATE	PREVIOUS	CURRENT	DAYS	DEMAND	KVA	MULT	CONSUMPTION
03/27/2023	12258	12339	26	0.0000	0.0000	1	81
SMALL GENERAL SERVICE ELECTRIC				81 x 0.116550			9.44
FUEL ADJUSTMENT				81 x 0.033640			2.73
ELECTRIC BASE CHARGE							19.64
ELECTRIC CONSUMPTION TAX				81 x 0.001565			0.13
TOTAL ELECTRIC CHARGES							\$31.94

ELECTRIC CONSUMPTION

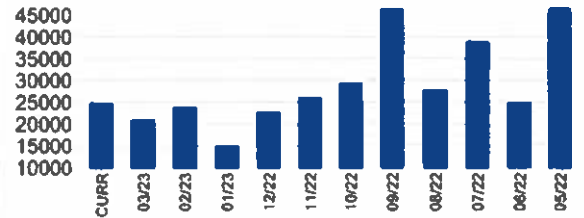


WATER & WASTEWATER

60826215 ACTUAL READ

READ DATE	PREVIOUS	CURRENT	DAYS	CONSUMPTION	
04/03/2023	5773948	5798754	33	24808	
WATER				24808 x 0.006710	166.46
WASTEWATER				24808 x 0.008050	199.70
TOTAL WATER & WASTEWATER CHARGES					\$366.16

WATER CONSUMPTION



OTHER CHARGES/ADJUSTMENTS

TOTAL OTHER CHARGES \$0.00

CURRENT CHARGES DUE \$398.10

UPDATED ACCOUNT INFORMATION

MAILING ADDRESS: _____

DAYTIME PHONE NUMBER: _____

EMAIL ADDRESS: _____

CUSTOMER SIGNATURE DATE

SIGNATURE REQUIRED

SERVICE DISCONNECTION REQUEST WITH THIS FORM

- PLEASE ALLOW 10 DAYS FOR PROCESSING.
- FOR FASTER PROCESSING, PLEASE SUBMIT A REQUEST TO PAYONLINE@CULPEPERVA.GOV.
- REQUESTS ARE ONLY HANDLED DURING BUSINESS HOURS.

REQUESTED DISCONNECT DATE: _____

I WISH TO ENROLL IN THE ROUND UP CULPEPER CENTS UTILITY RELIEF FUND (CCURE)

- ROUND UP TO NEAREST DOLLAR
- \$1.00 FLAT AMOUNT
- \$5.00 FLAT AMOUNT

PLEASE NOTE: THIS WILL BE A MONTHLY CHARGE UNTIL YOU STOP ENROLLMENT

ONE TIME AMOUNT \$ _____

Utility Account:	
Instt/Dc-Bilk/Lot:	
Property Location:	
Service Location:	
Owner Name/Address:	

Water/Sewer/Garbage **Electric**

[Make a Payment](#)

[View Current Bill](#)

Last Payment: 03/08/23

Delinquent Charges:

Service	Due Date	Billed	Balance	Interest	Total Due	Status	Reading	Read Date	Usage
Electric	03/20/2023	1,161.15	1,161.15	17.42	1,178.57	OPEN	55445	02/20/2023	7905
Total		1,161.15	1,161.15	17.42	1,178.57				

Prior Paid Charges:

Service	Due Date	Billed	Balance	Interest	Total Due	Status	Reading	Read Date	Usage
Electric	02/20/2023	1,506.28	0.00	0.00	0.00	PAID	47540	01/20/2023	10280
Electric	01/20/2023	1,224.08	0.00	0.00	0.00	PAID	37260	12/20/2022	7822
Electric	12/20/2022	589.45	0.00	0.00	0.00	PAID	29438	11/20/2022	3971
Total		3,319.81	0.00	0.00	0.00				

[Return to Home](#)

Utility Account:
Instrt/Dc-Bllk/Lot:
Property Location:
Service Location:
Owner Name/Address:

Water/Sewer/Garbage **Electric**

[Make a Payment](#)

[View Current Bill](#)

Last Payment: 03/08/23

Delinquent Charges:

Service	Due Date	Billed	Balance	Interest	Total Due	Status	Reading	Read Date	Usage
Water	03/20/2023	51.42	51.42	0.55	51.97	OPEN	181	02/10/2023	6
Sewer	03/20/2023	45.59	45.59	0.68	46.27	OPEN	181	02/10/2023	6
Garbage	03/20/2023	38.00	38.00	0.57	38.57	OPEN			
Total		135.01	135.01	1.80	136.81				

Prior Paid Charges:

Service	Due Date	Billed	Balance	Interest	Total Due	Status	Reading	Read Date	Usage
Water	02/20/2023	54.62	0.00	0.00	0.00	PAID	175	01/12/2023	7
Sewer	02/20/2023	50.02	0.00	0.00	0.00	PAID	175	01/12/2023	7
Garbage	02/20/2023	38.00	0.00	0.00	0.00	PAID			
Water	01/20/2023	54.62	0.00	0.00	0.00	PAID	168	12/15/2022	7
Sewer	01/20/2023	50.02	0.00	0.00	0.00	PAID	168	12/15/2022	7
Garbage	01/20/2023	38.00	0.00	0.00	0.00	PAID			
Water	12/20/2022	67.42	0.00	0.00	0.00	PAID	161	11/15/2022	11
Sewer	12/20/2022	67.74	0.00	0.00	0.00	PAID	161	11/15/2022	11
Garbage	12/20/2022	38.00	0.00	0.00	0.00	PAID			
Total		458.44	0.00	0.00	0.00				

[Return to Home](#)

Utility Account:
 Insert/De-Bill/Lot:
 Property Location:
 Service Location:
 Owner:

Utility Payment

Select service to pay:

Water/Sewer/Electric/Garbage
 Water/Sewer/Garbage
 Electric

Continue **Cancel**

Water/Sewer/Garbage **Electric**

Make a Payment **View Current Bill** Last Payment: 03/08/23

Delinquent Charges:

Service	Due Date	Billed	Balance	Interest	Total Due	Status	Reading	Read Date	Usage
Water	03/20/2023	51.42	51.42	0.55	51.97	OPEN	181	02/10/2023	6
Sewer	03/20/2023	45.59	45.59	0.68	46.27	OPEN	181	02/10/2023	6
Garbage	03/20/2023	38.00	38.00	0.57	38.57	OPEN			
Total		135.01	135.01	1.80	136.81				

Prior Paid Charges:

Service	Due Date	Billed	Balance	Interest	Total Due	Status	Reading	Read Date	Usage
Water	02/20/2023	54.62	0.00	0.00	0.00	PAID	175	01/12/2023	7
Sewer	02/20/2023	50.02	0.00	0.00	0.00	PAID	175	01/12/2023	7
Garbage	02/20/2023	38.00	0.00	0.00	0.00	PAID			
Water	01/20/2023	54.62	0.00	0.00	0.00	PAID	168	12/15/2022	7
Sewer	01/20/2023	50.02	0.00	0.00	0.00	PAID	168	12/15/2022	7
Garbage	01/20/2023	38.00	0.00	0.00	0.00	PAID			
Water	12/20/2022	67.42	0.00	0.00	0.00	PAID	161	11/15/2022	11
Sewer	12/20/2022	67.74	0.00	0.00	0.00	PAID	161	11/15/2022	11
Garbage	12/20/2022	38.00	0.00	0.00	0.00	PAID			
Total		458.44	0.00	0.00	0.00				

Utility Payment

1. Select payment method:

- Credit/Debit Card
- Checking Account

2. Select payment amount:

- Pay Current Charges: \$1,315.38
- Pay Other Bill Periods:
 - Delinquent Charges \$19.22
 - Water/Sewer/Garbage Charges Due 03/20/2023 \$135.01
 - Electric Charges Due 03/20/2023 \$1,161.15

Pay Other Amount

Payment Amount:

Interest as of: 03/28/2023

Water/Sewer/Garbage

Delinquent Charges:

Service	Due Date	Usage
Water	03/20/2023	6
Sewer	03/20/2023	6
Garbage	03/20/2023	
Total		

Prior Paid Charges:

Service	Due Date	Billed	Balance	Interest	Total Due	Status	Reading	Read Date	Usage
Water	02/20/2023	54.62	0.00	0.00	0.00	PAID	175	01/12/2023	7
Sewer	02/20/2023	50.02	0.00	0.00	0.00	PAID	175	01/12/2023	7
Garbage	02/20/2023	38.00	0.00	0.00	0.00	PAID			
Water	01/20/2023	54.62	0.00	0.00	0.00	PAID	168	12/15/2022	7
Sewer	01/20/2023	50.02	0.00	0.00	0.00	PAID	168	12/15/2022	7
Garbage	01/20/2023	38.00	0.00	0.00	0.00	PAID			
Water	12/20/2022	67.42	0.00	0.00	0.00	PAID	161	11/15/2022	11
Sewer	12/20/2022	67.74	0.00	0.00	0.00	PAID	161	11/15/2022	11
Garbage	12/20/2022	38.00	0.00	0.00	0.00	PAID			
Total		458.44	0.00	0.00	0.00				

Utility Payment

1. Select payment method:

- Credit/Debit Card
- Checking Account

2. Select payment amount:

Pay Current Charges: \$1,178.57

Pay Other Bill Periods:

Delinquent Charges \$17.42

Electric Charges Due 03/20/2023 \$1,161.15

Pay Other Amount

Payment Amount:

Interest as of: 03/28/2023

Water/Sewer/Garbage

Delinquent Charges:

Service	Due Date	Balance	Interest	Total Due	Status	Reading	Read Date	Usage
Electric	03/20/2023	1,161.15	17.42	1,178.57	OPEN	55445	02/20/2023	7905
Total		1,161.15	17.42	1,178.57				

Prior Paid Charges:

Service	Due Date	Billed	Balance	Interest	Total Due	Status	Reading	Read Date	Usage
Electric	02/20/2023	1,506.28	0.00	0.00	0.00	PAID	47540	01/20/2023	10280
Electric	01/20/2023	1,224.08	0.00	0.00	0.00	PAID	37260	12/20/2022	7822
Electric	12/20/2022	589.45	0.00	0.00	0.00	PAID	29438	11/20/2022	3971
Total		3,319.81	0.00	0.00	0.00				

[Return to Home](#)



*Office of the City Manager
Amanda C. Jarratt*

May 1, 2023

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Juneteenth AKA Virginia Mardi Gras

Background Information

Councilman Mclemore will provide an update on Juneteenth aka Virginia Mardi Gras.

Needed Action

None at this time.



*Office of the City Manager
Amanda C. Jarratt*

May 3, 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 has now participated in three webinars with HUD about our grant award.
 - 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. Survey is complete for the kayak launch additional area. 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.
- The Literary Loan process continues with Franklin City Public Schools. A new contractor has been selected to assist the schools. The project estimates originally provided are not accurate and the project is estimated

to cost an additional \$3M. We are working with the school system to phase the project and Davenport to develop a plan of finance.

- City Council held a retreat on March 2nd. The following topics were discussed and will be worked on by staff:
 - Food Trucks
 - A draft of updated regulations is being drafted by staff for review by the Planning Commission and Franklin City Council.
 - Separation of City Utility Bills
 - Presented at City Council meeting. Waiting on direction from City Council.
 - Increased Code Enforcement
 - Staff is working on a demolition plan for the posted unsafe structures. We are putting a plan in place to prepare for high grass season. We are working with legal to draft updated ordinances for parking and vehicles.
 - Communication with Franklin City Public Schools
 - We held a joint meeting with Franklin City Public Schools on March 30th. Additional meetings are being scheduled to maintain communication.
 - Increased focus and investment in Public Safety
 - Additional positions are included in the FY 24 budget. The updated radio system project is moving to Phase 2.
 - Historic District
 - Staff is reviewing the ordinance that is in place and providing a list of the individuals that need to be appointed. Staff is waiting on appointments from Franklin City Council.
 - Youth
 - Working on updated youth programming and additional partnerships.
 - The Virginia Foundation of Healthy Youth awarded the City of Franklin a grant to replace the antiquated equipment at the College Drive Park. The park will be built by City Employees on July 10th. There was no local match.
 - Tethering
 - Completed. A press release is being drafted to inform the public.
 - Special Tax Districts
 - Under discussion and research ongoing.
 - Camp Community College Partnerships
 - Under discussion.
 - Improved Communication with the Public through various means
 - A review of the PEG Channel and necessary equipment purchases are underway. Staff is working to update City Clips. Staff is researching other best practices. An Instagram page has been created.
 - Electric Charging Stations
 - One charger with two plugs with a maintain contract for 5 years \$20,000
 - Gives you the option to charge the customers
 - Cloud based 24/7 support
 - One day response to request
 - Recurring cost after the first 5 years \$1,500-\$5000 per year for maintain and service contract
 - Proposed location Emergency Services Building Municipal parking lot
 - Would lose one parking spot for transformer
 - Cut asphalt for wire to be ran from existing junction box
 - Install bollards and repair asphalt
 - Cost of material and man hours \$25,000-\$50,000

- Should different location be chosen the cost could jump rapidly due to possibly having to bore the wire into a different location. Cost could jump to \$75,000-\$100,000 for installation of transformer.

Upcoming Community Events

- May 3rd - 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