

AGENDA

FRANKLIN CITY COUNCIL

MONDAY, April 11, 2016 – CITY HALL COUNCIL CHAMBERS – 207 W. SECOND AVE.

6:00 P.M.

Work Session

- A. CALL TO ORDER MAYOR RAYSTINE D. JOHNSON-ASHBURN
- B. Agency & Organization FY 2016 – 2017 Budget Requests
- C. RECESS

7:00 P.M.

Regular Meeting

CALL TO ORDER MAYOR RAYSTINE D. JOHNSON-ASHBURN

PLEASE TURN OFF CELL PHONES MAYOR RAYSTINE D. JOHNSON-ASHBURN

PLEDGE OF ALLEGIANCE

CITIZENS' TIME

AMENDMENTS TO AGENDA

- 1. CONSENT AGENDA
 - A. Minutes: March 28, 2016
 - B. Proclamation: National Public Safety Telecommunicators Week April 10 – 16, 2016
- 2. OLD/NEW BUSINESS
 - A. Southampton County Circuit Courthouse Project Presentation – Michael W. Johnson, Southampton County Administrator
 - B. AVES Recycling Contract Assignment to Bay Disposal – H. Taylor Williams, IV – City Attorney
 - C. VRS Member Contribution Resolutions
 - D. City Manager’s Report
- 3. COUNCIL/STAFF REPORTS ON BOARDS & COMMISSIONS
- 4. CLOSED SESSION (IF NECESSARY)
- 5. ADJOURNMENT

UPCOMING ITEMS TO BE SCHEDULED

The items below are intended to be reflective, and not inclusive of all subjects staff is working on to bring forward to City Council in the next two months. Both the time lines and subject matter are subject to change and should not be considered final.

SUBJECT**TENTATIVE TIME LINE**

**Franklin City School System FY 2016 – 2017
Budget Presentations to City Council (Work Session)
(Rescheduled @ Superintendent’s Request from 3/28/16)**

April 25, 2016 @ 6:00 p.m.

Council Budget Work Session # 1

May 16, 2016 @ 6:00 p.m.

Council Budget Work Session # 2

May 17, 2016 @ 6:00 p.m.

Council Budget Work Session # 3

May 19, 2016 @ 6:00 p.m.

FY 2016 – 2017 Proposed Budget Public Hearing

June 6, 2016 @ 7:00 p.m.

CONSENT AGENDA

- A. Minutes: March 28, 2016 Regular Meeting
- B. Proclamation: National Public Safety Telecommunicators Week April 10 – 16, 2016

The Franklin City Council held its regular meeting on Monday, March 28, 2016 at 7:00 p.m. in the Council Chambers at City Hall.

Council Members in Attendance: Mayor Raystine D. Johnson-Ashburn, Barry Cheatham, Vice-Mayor; Benny Burgess, Mary Hilliard, Frank Rabil, Mona Murphy and Greg McLemore.

Staff in Attendance: Randy Martin, City Manager; Taylor Williams, City Attorney; Mark Bly, Director of Power and Light; Chief Vince Holt, Director of Emergency Services; Melissa Rollins, Finance Director; Russ Pace, Director of Public Works; Brenda Rickman, Commissioner of the Revenue; Dinah Babb, Treasurer; Alan Hogge, Director of Social Services; and Chief Phil Hardison, Police Department.

Others in Attendance: Officer Stephanie Sumpter, Franklin Police Department; Dan Howe, Executive Director, Downtown Franklin Association; and Teresa Rose-McQuay, Administrative Assistant and Acting Secretary, Recording Minutes.

PLEDGE OF ALLEGIANCE

Everyone recited the Pledge of Allegiance in attendance.

CITIZENS' TIME

No one signed up to speak for Citizens' Time.

AMENDMENTS TO AGENDA

There were no amendments to agenda.

Consent Agenda

Minutes: March 14, 2016 Regular Meeting

Mayor Johnson-Ashburn asked if there were any corrections or changes to the minutes of the March 14, 2016 Regular meeting. Hearing none the Mayor asked for a motion. Vice-Mayor Cheatham made the motion to adopt the minutes as presented and Councilwoman Murphy seconded it.

The motion was approved with a vote as follows:

Mayor Johnson-Ashburn, ABSTAIN; Councilman McLemore, AYE; Councilman Burgess, AYE; Councilwoman Hilliard, AYE; Vice-Mayor Cheatham, AYE; Councilman Rabil, AYE; and Councilwoman Murphy, AYE.

Departmental Reports: February, 2016 (Separate File)

Mayor Johnson-Ashburn asked if there were any questions or comments concerning the February 2016 Departmental Reports sent in a separate file.

Finance

Financial Report: February 2016

General Fund Revenue Highlights

- Collection of delinquent real estate tax revenues has improved significantly over the prior year period.
- Current real and personal property tax collections are tracking similar in comparison to the prior year.
- Other local tax revenue including economic indicators shows a reduction from the prior year period (mainly cigarette and lodging taxes).
- Year to date revenue is on target with budgeted projections.

Additional Revenue Highlights

Overall, General Property Taxes collected are \$4.61 million or 60.4% of the budget which is a 9.8% increase over FY 15 collections of \$4.20 million or 58.6% of the budget.

- Current Real Estate taxes are \$2.70 million (49.6% of the budget) are higher than FY 15 collections of \$2.52 million (7.3% of the budget).
- Delinquent Real Estate taxes - Delinquent Real Estate taxes of \$315,000 are 53% higher than the prior year projections of \$206,000.
- Delinquent Personal Property taxes - Delinquent personal property taxes of \$22,759 is less than the prior year period.
- Penalty and Interest – Penalty and interest revenue is higher than the prior year period reaching 77.7% of the total budget.
- The City will receive double the amount of revenue from Public Service Corporation taxes than received in the prior year.

Other Significant Revenue Details for FY 15 – 16

- Fees from Inspections and Planning Services decreased as anticipated
- Increased miscellaneous revenue real estate sales transactions and late penalty fees
- Boost in Isle of Wight Annexation Payment (\$80,000 more than the prior year period)
- Categorical aid in prior year was higher due to state wireless and rescue squad assistance grants received. Highway maintenance funds are up in the current fiscal year.

Overall, total current general fund revenue reported at \$13.36 million (67% of budget) is nearly \$423,000 or 3.3% more when compared to the \$12.94 million (65.2% of budget) realized at 2/28/15.

General Fund Expenditure Highlights

- General Fund Expenditures (excluding transfers) are close when compared to the prior year period. Expenditures of \$9.5 million are 61.6% of the current budget compared to \$9.4 million also 61.6% of the budget spent at 2/28/15.
- Current year expenditures exceed the prior year by \$120,000.
- There are categorical increases and decreases.

Enterprise Funds**Airport Fund****Revenue Analysis**

- Fuel sales of \$37,000 at the end of the quarter are less than the prior year period of \$52,000.
- Other local revenue consists primarily of airport rental fees and is slightly less than the revenue realized during the prior year period.

Expenditure Analysis

- Operating Expenditures are tracking the same as the prior year period with only 40% of the total budget expended.
- Capital Outlay – amount spent represents total for the year due to close out of project.

Cash Balance

A negative cash balance is shown at \$65,754.00, as the budgeted General Fund Transfer to support airport operations has not been transferred as of February 2016.

Water & Sewer Fund**Revenue Analysis**

- Revenue from water and sewer service charges of \$1.91 million at the end of the quarter (61% of the total budget) is less than the prior period revenue of \$1.99 million (64% of the total budget).

Expenditure Analysis

- Expenditures in the Fund are \$366,000 less than the prior year.

Cash Balance

- The cash balance in the Fund at the end of the month is \$1.89 million, an increase from the \$1.65 million reported February 2015 and an increase from the \$1.79 million reported in January of 2016. Debt Service payments made in January of 2016 impacted the cash balance.

Solid Waste Fund**Revenue Analysis**

- Revenue for the Solid Waste Fund is on target with budgeted projections reaching 66% of the budget and is comparable to the prior year period.

Expenditure Analysis

- Operating expenditures of \$520,000 are comparable to the prior year period expenses of \$503,000 and represent 57% of the total budget.
- Capital expenditures are down because of the equipment purchase in the prior fiscal year.

Cash Balance

- The cash balance in the Fund at the end of the month is \$533,646, which is a decrease of \$28,000 from the cash balance reported last month. (The cash balance is nearly \$87,000 more than the prior year period).
- Funds encumbered for new equipment will lower the cash balance as planned once equipment is received and expensed.

Electric Fund Revenue Analysis

- Revenue from energy sales is \$9.12 million or 64% of budget; FY 14 – 15 Revenue was \$9.13 million or 64.8% of budget.
- Fuel adjustment revenue is down because of the applicable rate and is nearly 65% of the total budget. (On the expenditure side as expected, the cost associated with the sale of energy/fuel adjustment is also down and represents 66.2% of the total budget).
- Expenditures associated with the sale of energy (excluding fuel adjustment) at \$6.46 million represents nearly 66% of the total budget and are slightly less than the prior year period costs of \$6.58 million, 67% of budget.

Cash Balance

Cash is below minimum policy guideline of \$1.44 million by \$1.07 million. Cash in the Electric Fund at \$366,353 increased by \$44,000 from the prior month period. FY 2015 – 2016 Cash Balance as a percentage of Annual Revenues (excluding fuel adjustment) at FYE 2/29/2016 is \$366,352 or 2.5%.

There were no questions concerning the February 2016 Financial Report.

SPSA Post 2018 Use & Support Agreement Resolution

Mayor Johnson-Ashburn recognized City Attorney Williams to present to Council the proposed form Use and Support Agreement between the City of Franklin and SPSA that was reviewed in detail at previous Council meetings since December, 2015.

Attorney Williams commented that the new Use & Support agreement is scheduled to take effect on January 25, 2018 for a term not to exceed fifteen years. SPSA has asked that all eight member localities of the SPSA organization approve and sign the Use and Support Agreement.

Mayor Johnson-Ashburn asked Council if there were any questions or comments regarding the resolution proposed for adoption that would authorize execution of the Use & Support Agreement; reviewed by Council for the past several months.

Vice-Mayor Cheatham stated that the Western Tidewater Regional Committee on Solid Waste Removal had met and discussed the SPSA Post 2018 Use and Support agreement prior to this meeting. Everyone agreed this is the best solution that is available and agreed that the term should not exceed fifteen years.

Mayor Johnson-Ashburn asked that once the Good Neighbor agreement is complete, will it come before Council.

Attorney Williams answered that it would be presented for information but he reiterated the agreement is between SPSA and the City of Suffolk as an operating expense; it requires no action from the City Council.

Mayor Johnson-Ashburn asked Vice-Mayor Cheatham to read the resolution aloud.

After reading the resolution aloud, Vice-Mayor Cheatham made the motion to approve the Resolution to authorize execution of the agreement for Use and Support of a Solid Waste Disposal System by and between the City of Franklin and the Southeastern Public Service Authority. Councilwoman Murphy seconded the motion.

Mayor Johnson-Ashburn asked for further questions or comments.

Councilman McLemore explained his dissent on this issue. He does not feel that there has been ample time spent before committing to a fifteen-year contract.

Mayor Johnson-Ashburn asked Attorney Williams to briefly state what the significant changes have taken place with the Post 2018 Use and Support Agreement since December, 2015 to current.

Attorney Williams stated that there are no significant changes and reminded Council that the SPSA process getting to this point has taken place over a fourteen - month period and Council has been kept apprised during this period.

Councilwoman Murphy stated that Council has been discussing this since December and she feels that Council has fully vetted this issue.

Vice-Mayor Cheatham agreed with Councilwoman Murphy's statement concerning this issue.

Councilman Burgess stated that he was not completely satisfied with not knowing final detail of the Good Neighbor agreement but he acknowledged that it truly doesn't matter in the decision making process that is before Council and this is clearly the best option we have.

The motion was approved with the vote as follows:

Mayor Johnson-Ashburn, AYE; Councilman McLemore, NAY; Councilman Burgess, AYE; Councilwoman Hilliard, AYE; Vice-Mayor Cheatham, AYE; Councilman Rabil, AYE; and Councilwoman Murphy, AYE.

City Manager's Report

Mayor Johnson-Ashburn recognized City Manager Martin to present his report to Council.

Health Insurance Update

Manager Martin stated that the intent of this update is to report to Council on the progress of evaluating the City’s employee health insurance options for FY2016 – 2017 and beyond. As previously discussed with Council, this has been a priority to pursue and review available options and develop a strategy for managing insurance benefits going forward. Like national trends over recent years, this benefit has been a very important consideration and increasingly a major item that is affecting the city’s employees and budget in a big way as evidenced by the FY 2015 – 2016 price tag in excess of \$1.6 million.

Manager Martin reported that due to the many regulatory pitfalls and other nuances associated with the health insurance industry, there is a very limited number of providers that compete in this region for the municipal market. An initial step is to identify and engage professional assistance from someone experienced in the marketplace with expertise in assisting employers like the city to pursue, evaluate, plan and manage their healthcare benefit program. Based upon research and peer feedback including Western Tidewater Regional Jail Authority, City of Suffolk and Isle of Wight County, Mr. Brian Obal of USI was identified as a preferred option. I engaged Mr. Obal to assist in marketing the City’s coverage to the available historically competitive healthcare providers in the region. The municipal provider options regionally include: (1) the City’s current provider, which is Local Choice, a Virginia municipal pool managed by the State that competitively bids the entire pool’s business periodically to medical providers across the state; (2) Anthem Blue Cross Blue Shield; and (3) Optima Health. As previously reported, the City has been affiliated with the Local Choice pool for a number of years. Despite the fact that Local Choice does on a regular basis price the pool’s business to providers, it was the Council and managements’ feeling that it was worthwhile to test the marketplace regionally for a comparison to the Local Choice plan. At my request, Mr. Obal assimilated the necessary information and sought feedback from Anthem Blue Cross Blue Shield and Optima to provide comparison pricing based upon the City’s employee census and experience.

Manager Martin reported the results of the marketing efforts received from the City’s current carrier (The Local Choice) for renewal pricing compared to Anthem Blue Cross Blue Shield and Optima Health. As noted, the results are clear the Local Choice plan is the only viable option for this year’s renewal based upon the cost comparison. However, there is still research and planning necessary before a recommendation on this year’s renewal can be formally presented to Council for action. Particularly important is making the decision on issues like cost-share between the city and the employees and any plan modifications. Manager Martin advised that he would bring this before Council again with any additional information for further consideration in an upcoming meeting in April. Manager Martin then reviewed highlights of the City of Franklin Executive Summary.

2015 - Current Medical/Dental/Vision

- Two plans offered through Local Choice; Key Advantage 250 and Key Advantage 1000
- Current enrollment: 57% employees are enrolled in **Key Advantage 1000** and 43% are enrolled in **Key Advantage 250**
- Current Premium Contribution Strategy (Base Plan): 86% of Employee Only / 68% of Employee +1/ 53% of Employee/Family

Total Plan Annual Premium	City of Franklin Share	Percent of Premium
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Benefit Design-

- Offering a dual plan offering that will lead City of Franklin towards a “consumer driven” healthcare strategy whereas employees have more incentive to be a healthier consumer, which lowers costs.
- Benefit Changes with The Local Choice (mandated)
 - Autism Spectrum Disorder will now be covered for age 2 years through 10 year (instead of through age 6)
 - Effective January 1, 2016 Medicare Retiree participants enrolled in Advantage 65 with Dental/Vision or Medicare Complementary (Option 1) now have dental benefits administered by Anthem Dental.

Long Term – Strategic Process

The long-term strategic process is to narrow the gap and be pro-active. The steps to a strategic plan are as follows:

1. Identify strategic targets and milestones while remaining in compliance with the Affordable Care Act (“ACA”).
2. Identify plan that supports compliance and monitor ACA impact on the City of Franklin.
3. Explore market options that will afford the City of Franklin more sustainable options.
4. Explore the option of a qualified high deductible plan along with a health savings account that will benefit employees and bring the City of Franklin in line their peer groups.
5. Develop proactive communication strategies to educate employees.
6. Prepare for 2020 Excise “Cadillac Tax” – The City of Franklin will monitor our total health care spending to keep within \$10,200 / \$27,500 for single/family coverage thresholds established by the Federal Government.

City Manager Martin advised Council that Mr. Brian Obal with USI would be further assisting and likely invited to a future meeting to discuss options.

Recycling Contract Update

Manager Martin advised Council that AVES Disposal, who is the City’s current vendor for recycling, is in the process of merging their operations with Bay Disposal. Manager Martin reported that the City has experienced some problems with equipment failure and late pickups that have been occurring. This is hopefully a welcome solution to address these issues.

Blackwater Regional Library

Manager Martin commented on handouts distributed to Council containing the Blackwater Regional Library Bookmobile schedule and outreach services. In the material is a pamphlet for April and May 2016 highlighting the new routes and upcoming community events for the Bookmobile and the Blackwater Regional Library; in which Ms. Hillary Gunn is the Outreach Services Manager.

Citizen Concern Addressed from March 14, 2016 Regular City Council Meeting

Manager Martin addressed a concern raised recently by Mr. Linwood Johnson on an electrical pole fire on Pine Street. Manager Martin said he discussed this with the department heads at staff meeting on Tuesday, March 15, 2016. There were a few minor discrepancies reported from the initial concern from the March 14, 2016 Regular City Council meeting. Manager Martin stated the incident was handled by all departments in a timely manner and successfully corrected (i.e. Police, Fire/Rescue and Electric Department). Manager Martin stated that the incident was a circumstance beyond human control but at no time was anyone in danger. Manager Martin shared that if a situation like this occurs again it is important for citizens to stay away from the affected pole.

College Drive/Maplewood Park comments at March 14, 2016 Regular City Council Meeting

Manager Martin responded to Councilman McLemore's comments during citizen's time about playground equipment that needed repair. Manager Martin stated that those items have been resolved with the exception of one swing. Manager Martin also stated there are some regular maintenance items that will be addressed now that the weather is improving.

COUNCIL/STAFF REPORTS ON BOARDS & COMMISSIONS

Vice-Mayor Cheatham reported on the Shared Services Committee meeting held on March 23, 2016. Vice-Mayor Cheatham stated that they discussed the SPSA topic as well as the upgrades for the Southampton County Courthouse. Vice-Mayor Cheatham shared the conversation about the Southampton County Courthouse was preliminary and more information will be coming soon. The Shared Services Committee is also looking into more sharing opportunities.

Manager Martin shared that the HRTPO and the HRPDC met and the meetings were routine with no major actions taken.

Manager Martin shared with Council that the work session with the School Board to present their FY 2016 – 2017 Budget to City Council was scheduled tentatively for March 28, 2016. The work session was rescheduled to April 25, 2016 at 6:00 p.m. at the Superintendent's Request due to the impact of the recently approved state budget.

Closed Session

There was no closed session meeting on March 28, 2016.

Adjournment

Councilwoman Murphy made a motion to adjourn the meeting which was seconded by Vice-Mayor Cheatham.

The motion was approved by a 7 – 0 vote.

Mayor Johnson-Ashburn declared the meeting adjourned at 8:02 p.m.

These Minutes for March 28, 2016 City Council Meeting were adopted on the 11th day of April 2016.

Mayor

Clerk to City Council



Proclamation
National Public Safety Telecommunicators Week
April 10-16, 2016

Whereas emergencies can occur at anytime that require police, fire or emergency medical services; and,

Whereas when an emergency occurs the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and,

Whereas the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the City of Franklin police-fire-ems communications center; and,

Whereas Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and,

Whereas Public Safety Telecommunicators are the single vital link for our police officers, emergency medical technicians and firefighters by monitoring their activities by radio, providing them information and insuring their safety; and,

Whereas Public Safety Telecommunicators of the City of Franklin have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and,

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

Therefore, Be It Resolved that the City Council of Franklin declares the week of April 10 through 16, 2016 to be National Public Safety Telecommunicators Week in Franklin in honor of the men and women whose diligence and professionalism keep our city and citizens safe.

Signed this 11th day of April, 2016

Mayor Raystine D. Johnson-Ashburn

Franklin, Virginia

OLD/NEW BUSINESS

- A. Southampton County Circuit Courthouse Project Presentation – Michael W. Johnson, Southampton County Administrator**
- B. AVES Recycling Contract Assignment to Bay Disposal – H. Taylor Williams, IV – City Attorney**
- C. VRS Member Contribution Resolutions**
- D. City Manager’s Report**



April 5, 2016

To: Mayor & Council Members
From: R. Randy Martin, City Manager
SUBJECT: Southampton County Circuit Courthouse Project

As previously advised, at my request Mr. Michael Johnson, Southampton County Administrator has graciously agreed to attend Monday's Council meeting to give a detailed presentation to Council including background information and options for upgrading the County Courthouse facilities. As you know the City shares in the cost of the current facility and its operation with the County. Likewise, the City will be responsible for its share of the capital cost to upgrade the facilities. Mr. Johnson had invited me to a recent County Supervisor's meeting when he made the enclosed presentation, and we both agreed the Council needed to receive the same information.

No action is needed at this time concerning the project except that the County Supervisors have appointed a committee to advise on aspects of the project going forward. I was appointed to serve on the Committee and the County requests that a member of the City Council also be selected to serve. Mr. Johnson would like the City Council to designate an appointee for the new advisory committee; he plans to schedule the first meeting within a couple of weeks.

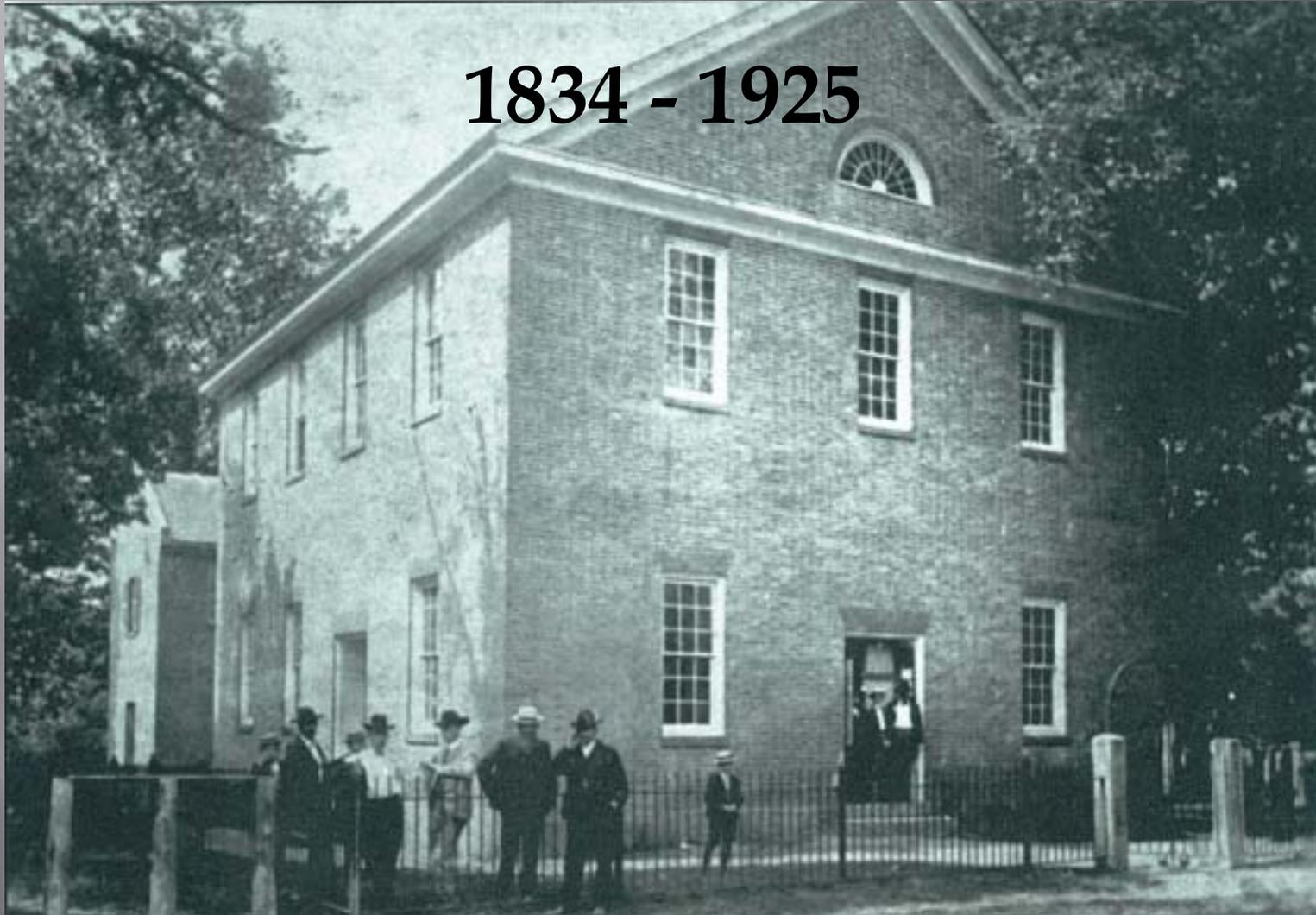
Enclosures

SOUTHAMPTON COURTHOUSE

The Road Ahead



Courthouse Evolution

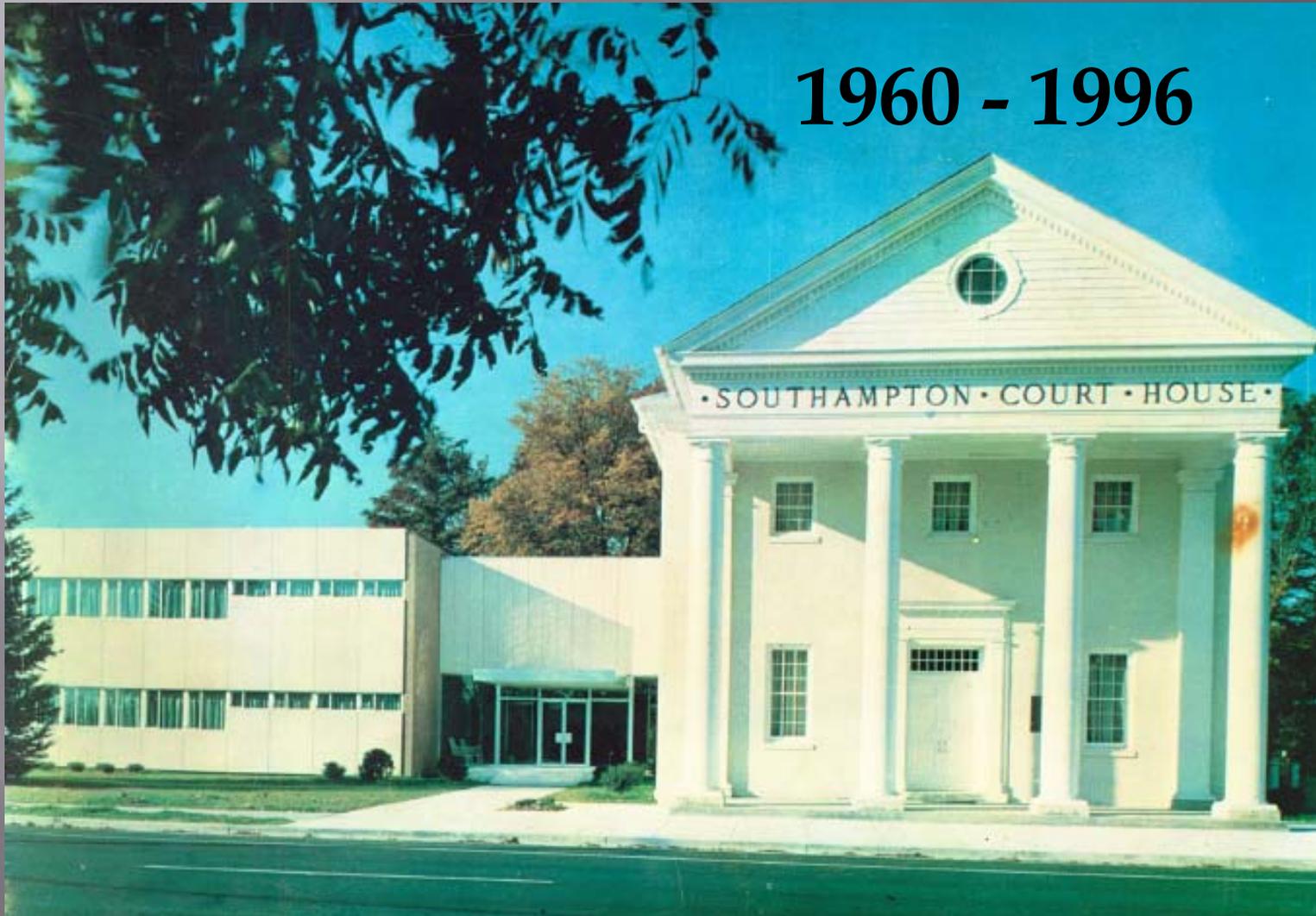


Courthouse Evolution



Courthouse Evolution

1960 - 1996



Courthouse Evolution

2000 - 2016



Nottoway River



1960

1996

1834

2000

JAIL

SHERIFFS OFFICE

ROCHELLE-PRINCE HOUSE

MAHONE'S TAVERN

Google earth

By statute in Virginia, counties are required to provide courthouses that are in repair, secure and safe, and have suitable space and facilities.



VIRGINIA COURTHOUSE FACILITY GUIDELINES

The 2015 edition was made possible with the support of Grant No.
SJI-13-T-204 from the State Justice Institute (SJI).



Prepared by: Don Hardenbergh
Court works
Williamsburg, Virginia

For

Office of the Executive Secretary
Supreme Court of Virginia
Richmond, Virginia

“ . . . designed to assist judges and court officials by providing them with the necessary information they need to assess their facilities and address remedies with their local governing bodies.”

Secure and Safe

- ▣ Grossly undersized security screening area
 - Space should allow for a queue of up to 20 people inside the facility
 - Space should allow for an x-ray machine and metal detector
 - Space should provide for a separation of ingress and egress
- ▣ No CCTV with cameras to monitor pedestrian movements inside and outside the building
- ▣ No intrusion detection system to monitor exterior doors or 1st floor windows

Secure and Safe

- ❑ No interior or exterior access control system
- ❑ No public address system
- ❑ No emergency generator to provide for orderly shut-down in the event of power loss
- ❑ No onsite central security control office to monitor CCTV system, duress alarms, fire alarms, elevator controls, intrusion sensors, secure prisoner areas, environmental controls and public address system



Isle of Wight Courthouse, Security Control Room

Secure and Safe

- ❑ No secure interior circulation system for Judges or staff
- ❑ No secure parking for Judges or staff

“A key element in courthouse security is the separation of the public, judiciary and staff, and in-custody defendants.”

Virginia Courthouse Facility Guidelines
p. 8-2

“For security reasons, private circulation must include judicial access from secure judicial parking facilities to private elevators and offices.”

Virginia Courthouse Facility Guidelines
p. 4-5

“Judges should never be provided unsecured parking in the public parking area and judges’ parking spaces should never be identified.”

Virginia Courthouse Facility Guidelines

p. 6-3

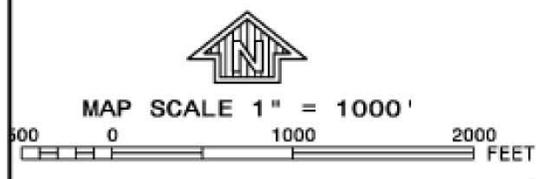
In Repair

- ▣ Existing facility does not meet modern life safety code requirements
 - No fire protection system (smoke/heat detection) or fire sprinkler system except for the Records Room and General District Clerk's File Room
 - Egress stairs and corridors in the 1960's addition do not meet codes for emergency evacuation

In Repair

- ▣ Existing facility's critical infrastructure is aging
 - HVAC equipment is 20+ years old, near the end of its useful life and susceptible to breakdowns
 - HVAC controls are obsolete, expensive to maintain and struggle to constantly maintain a comfortable interior climate
 - HVAC piping (2-pipe system) requires a manual conversion from heating to cooling that takes ~24 hours
 - Electrical system and boiler located in the basement and prone to periodic flooding

National Flood Insurance Program at 1-800-638-6620.



NFIP

PANEL 0280 C

**FIRM
FLOOD INSURANCE RATE MAP
SOUTHAMPTON COUNTY,
VIRGINIA
AND INCORPORATED AREAS**

PANEL 280 OF 420
(SEE MAP INDEX FOR FIRM PANEL LAYOUT)

CONTAINS:

COMMUNITY	NUMBER	PANEL	SUFFIX
COURTLAND TOWN OF	51752	0280	C
SOUTHAMPTON COUNTY	51275	0280	C

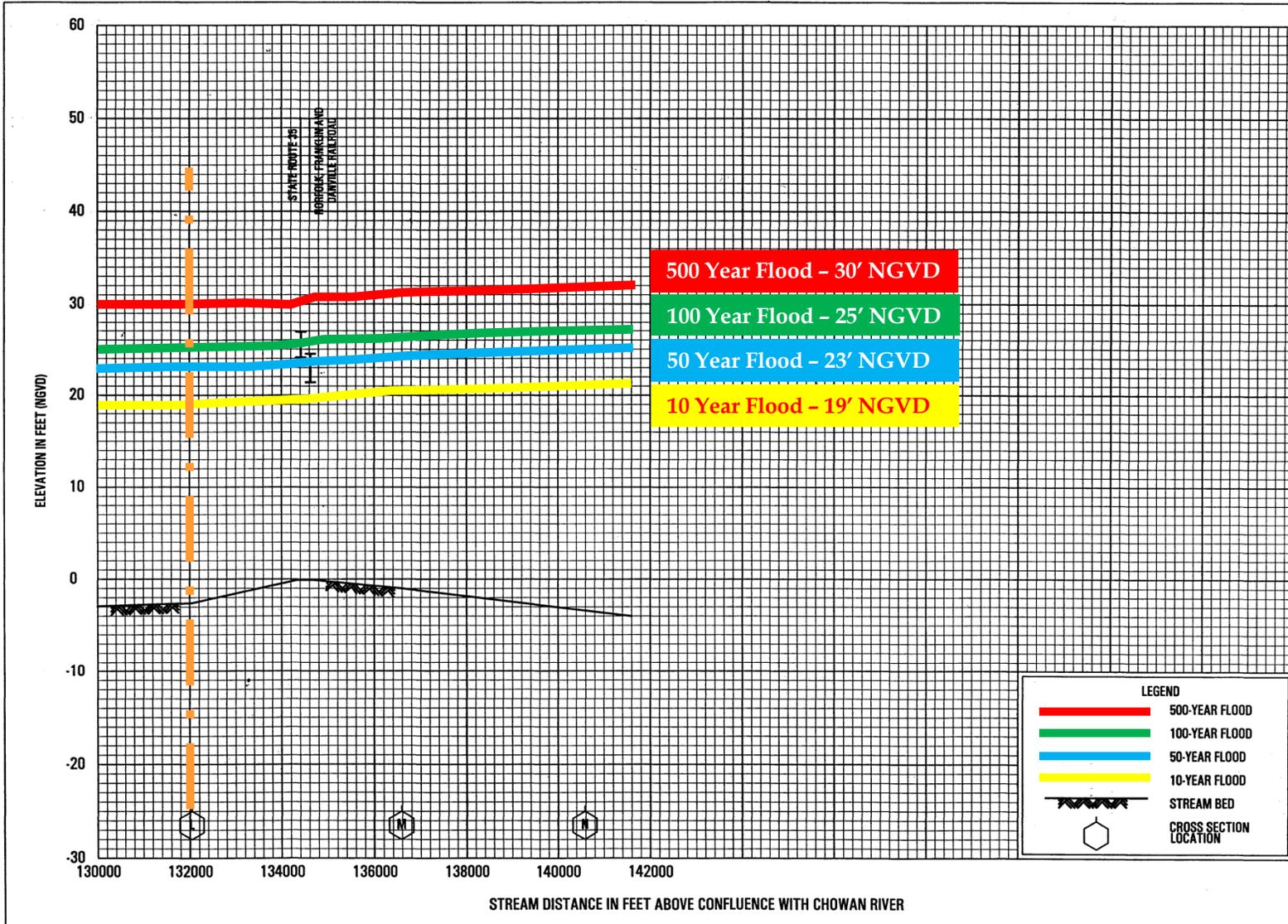
Notice to User: The **Map Number** shown below should be used when placing map orders; the **Community Number** shown above should be used on insurance applications for the subject community.

**MAP NUMBER
51175C0280 C**

**EFFECTIVE DATE
SEPTEMBER 4, 2002**

Federal Emergency Management Agency

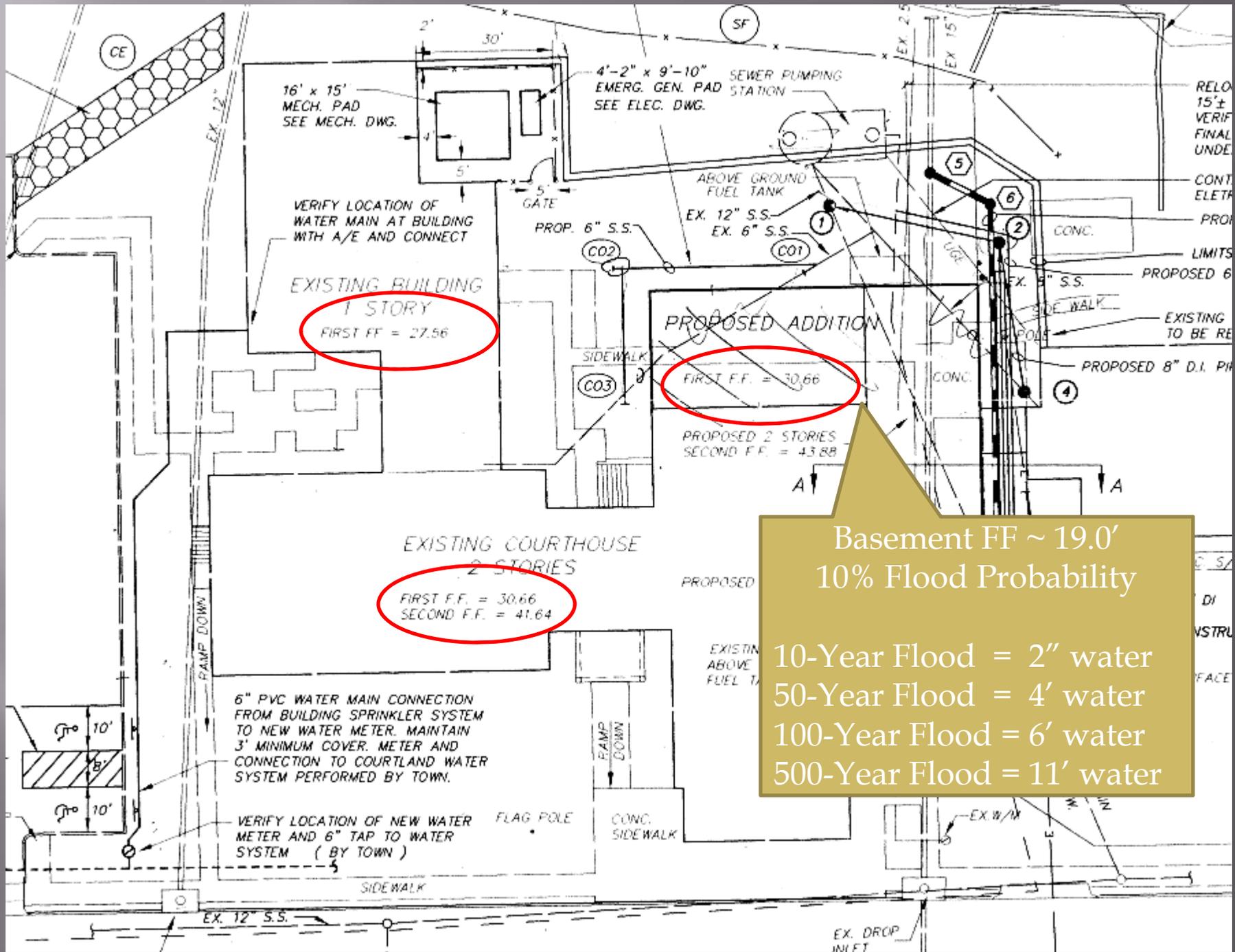
This is an official copy of a portion of the above referenced flood map. It was extracted using F-MIT On-Line. This map does not reflect changes or amendments which may have been made subsequent to the date on the title block. For the latest product information about National Flood Insurance Program flood maps check the FEMA Flood Map Store at www.msc.fema.gov



FLOOD PROFILES
NOTTOWAY RIVER

FEDERAL EMERGENCY MANAGEMENT AGENCY
SOUTHAMPTON COUNTY, VA
(AND INCORPORATED AREAS)

25P



Basement FF ~ 19.0'
 10% Flood Probability

10-Year Flood = 2" water
 50-Year Flood = 4' water
 100-Year Flood = 6' water
 500-Year Flood = 11' water

Suitable Space & Facilities

Component	Component Gross SF
CIRCUIT COURTROOM	3,483
GENERAL DISTRICT COURTROOM	3,520
J&DR DISTRICT COURTROOM	3,410
JURY ASSEMBLY	1,316
CIRCUIT COURT JUDGE	913
GENERAL DISTRICT COURT JUDGE	418
J&DR COURT JUDGE	418
CIRCUIT CLERK	5,300
DISTRICT/JDR COURT CLERK	2,407
PRISONER HANDLING	682
COURT SECURITY	604
COMMONWEALTH ATTORNEY	3,146
PUBLIC SUPPORT	660
BUILDING SUPPORT	1,738
Total Net Area	
Total Component Gross Area	28,014
Building Gross @ 10%	2,801
Total Building Gross Sq. Ft.	30,815

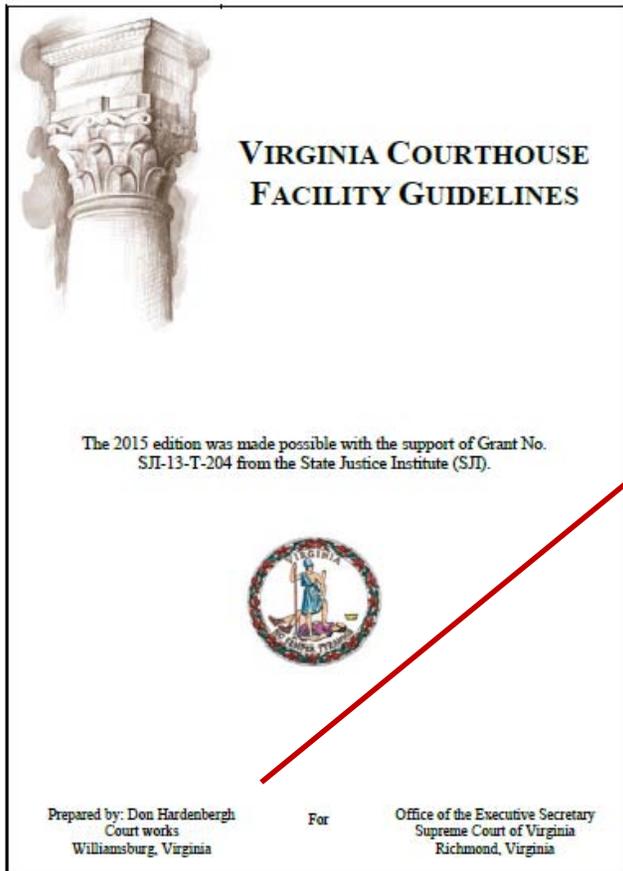
Plans for a future separation of General & J&DR Courts

Table 1 – Space Needs Summary for Southampton County Courthouse (January 2016)

Suitable Space & Facilities

- ▣ Existing facility does not meet future space needs of the Court
 - Current facility = ~23,000 s.f., not including the basement
 - Future space needs = ~31,000 s.f.

Who Came Up With Our Space Needs?

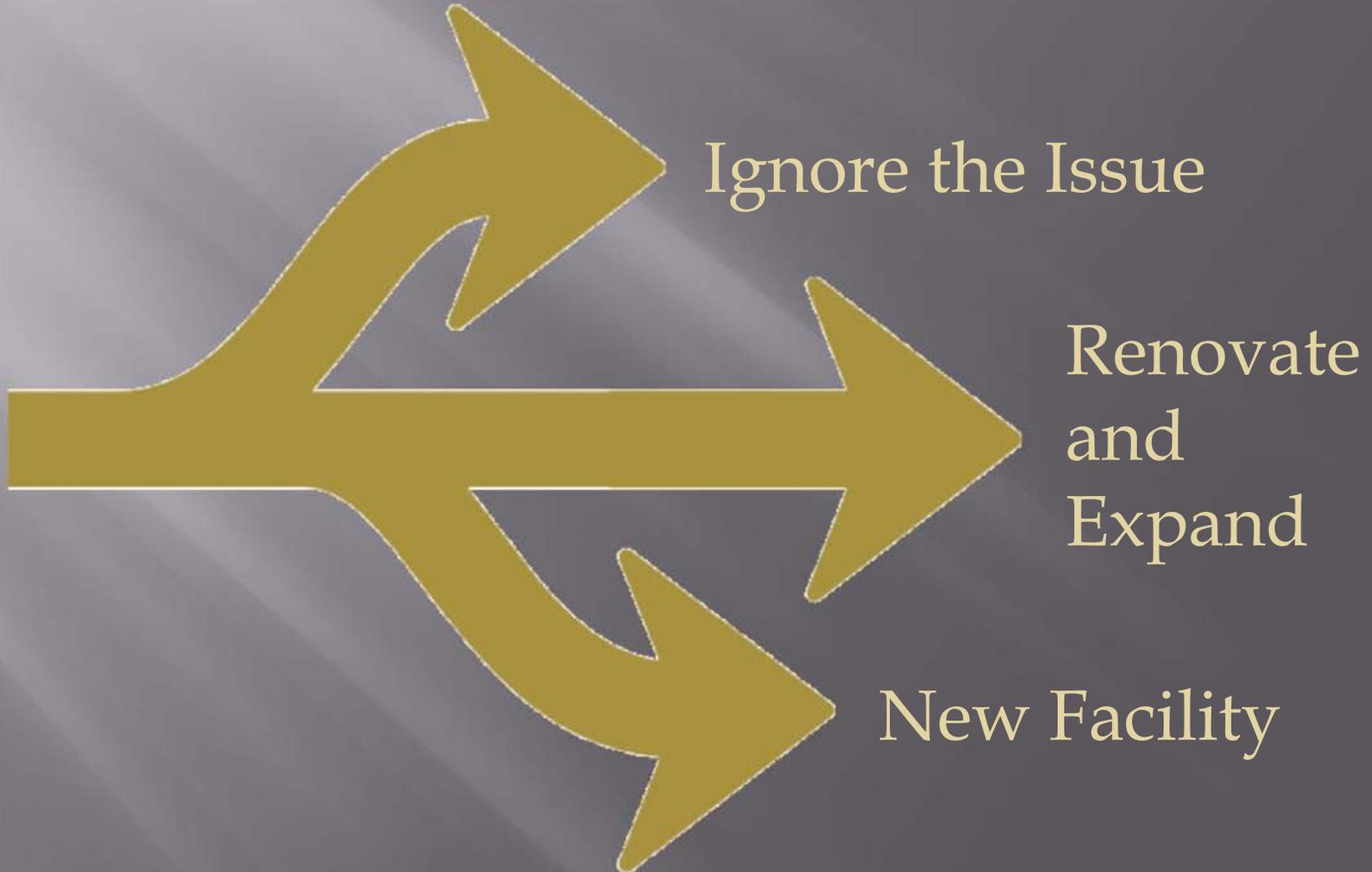


PMA Architecture
utilized
Courtworks, Inc.
Author of the *Virginia
Courthouse Facility
Guidelines*

Suitable Space & Facilities

- ▣ I.T. infrastructure is piecemeal with limited capability for expansion
 - No positively-pressured, secure, temperature and humidity controlled equipment/AV room
 - No built-in video monitors for jurors, Judges, witnesses, court staff, and attorneys
 - Telecommunication system is not always reliable
 - No permanently installed assistive listening system
- ▣ **Accessibility Issues Remain**
 - Judges benches do not comply with ADA

Three Paths



Ignore the Issue

- ▣ Independently Documented Facts
 - In its current state, the Courthouse does not meet published **security and safety** guidelines
 - In its current state, the Courthouse is not in **good repair**
 - In its current state, the Courthouse will not meet the future **space needs** of the Court
- ▣ Ignoring the issue is unwise and will be more expensive in the long run . . .

The Code of Virginia sets out a process that can be used to compel improvements to a court facility by local Circuit Courts (§ 15.2-1643). Dating at least to the early 1900s, this process has been used by Circuit Court judges to force jurisdictions to update and upgrade their court facilities. Over the past 15 years this process has been used in a number of communities, including Williamsburg/James City County, Rockbridge County, Dickenson County, and the City of Portsmouth.

§ 15.2-1643. Circuit courts to order court facilities to be repaired.

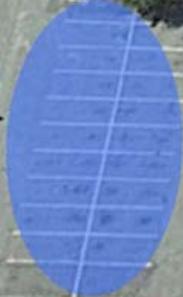
A. When it appears to the circuit court for any county or city, **from the report of persons appointed to examine the court facilities**, or otherwise, that the court facilities of such county or city are **insecure, out of repair, or otherwise pose a danger to the health, welfare and safety of court employees or the public**, the court shall enter an order, in the name and on behalf of the Commonwealth against the supervisors of the **county**, or the members of the council of the city, as the case may be, **to show cause why a mandamus should not issue, commanding them to cause the court facilities of such county or city to be made secure, or put in good repair, or rendered otherwise safe as the case may be, and to proceed as in other cases of mandamus, to cause the necessary work to be done.** The court shall cause a copy of such order to be served upon each supervisor or member of the council, as the case may be.

Renovate & Expand

- ▣ Based upon physical condition, code issues, construction type and/or configuration:
 - Mechanical/Electrical systems must be upgraded
 - Clerk's office and Records room must be demolished to allow room for secure parking
 - 1960's Administrative wing should be demolished due to height issues and configuration
 - Existing public elevator will need to be relocated for better plan layout
 - Existing Courtrooms need to be renovated and remodeled to achieve proper circulation
 - Parking lot will need to be reduced in size to allow building expansion and stormwater management
 - The colonnade would need to be removed

Nottoway River

Secure Parking



2019

1996

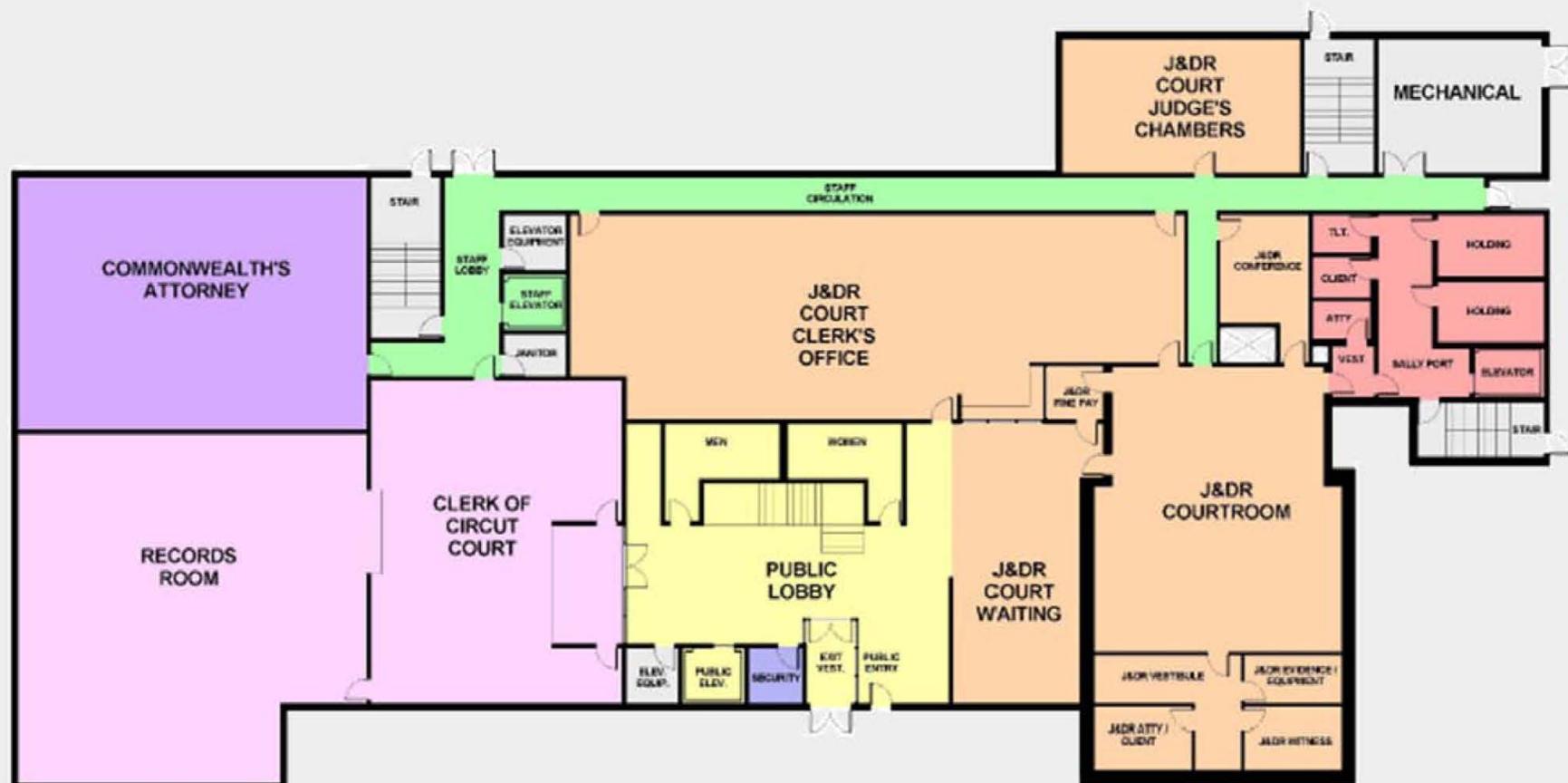
1834

JAIL

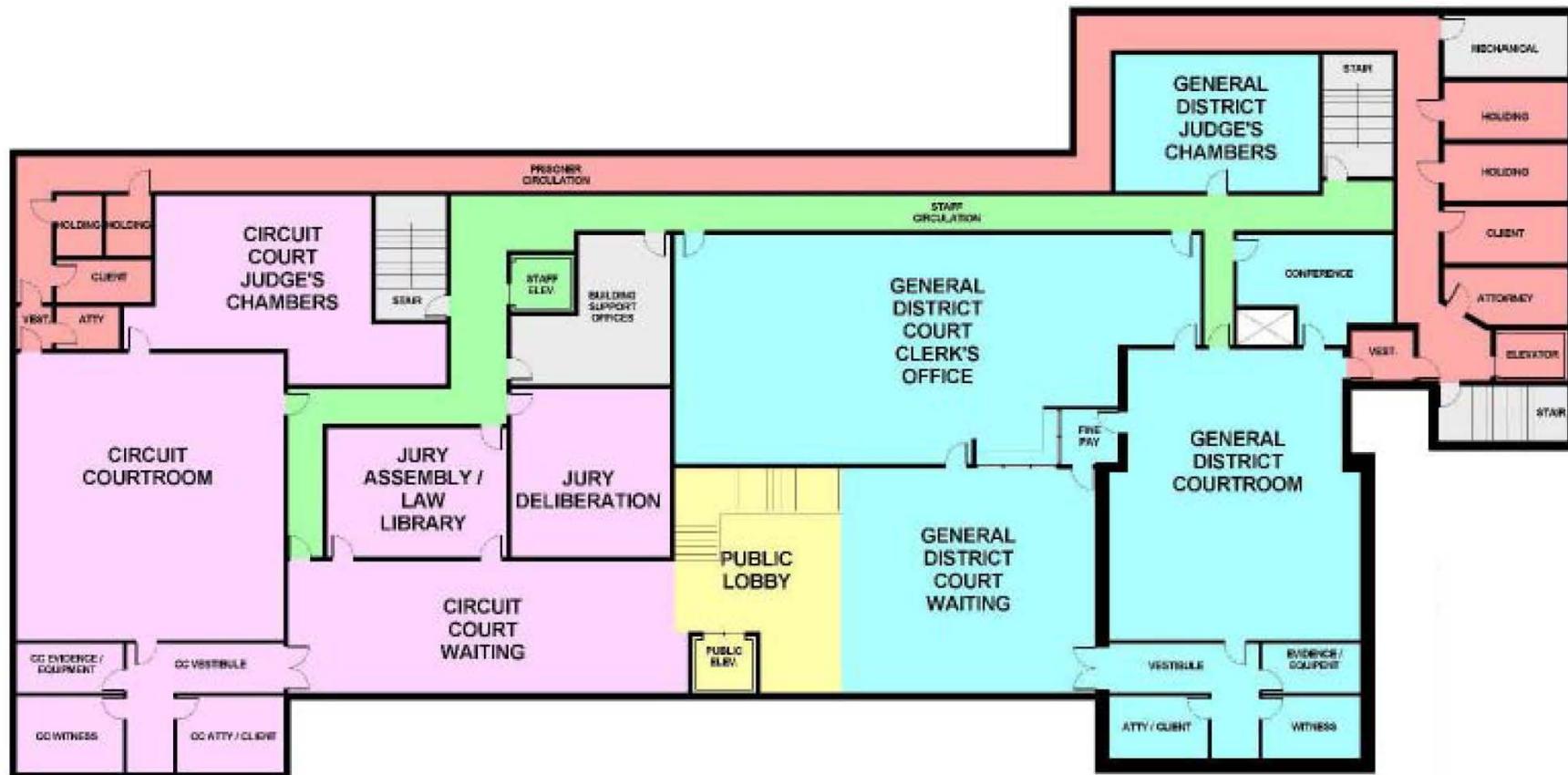
SHERIFFS OFFICE

Google earth

1st Floor - Expanded Courthouse



2nd Floor - Expanded Courthouse



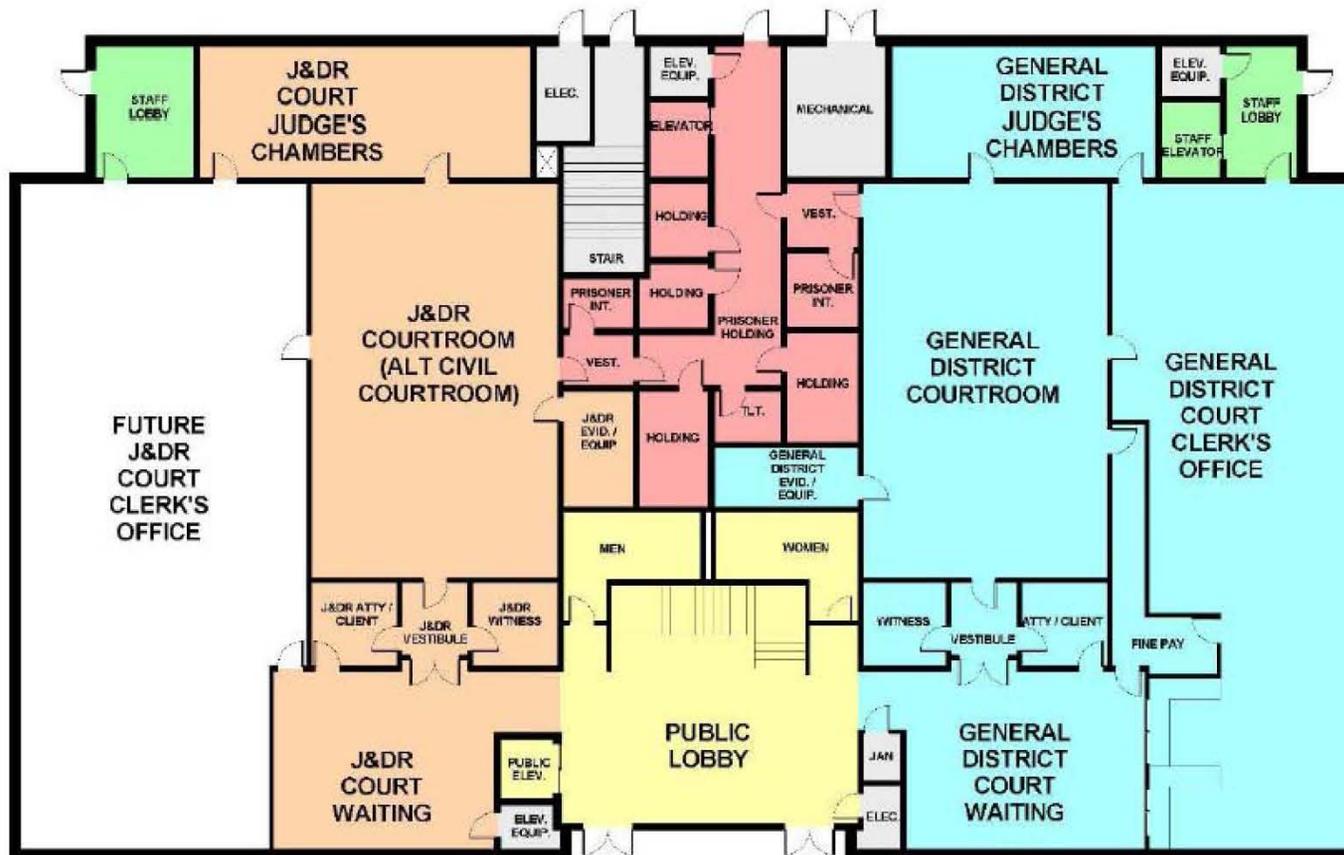
Renovate & Expand

- ▣ Requires temporary office accommodations for Commonwealth's Attorney and Clerk's Office(s)
- ▣ Cost and logistics burdens in transporting witnesses, jurors and in-custody defendants
- ▣ Requires development of substantial satellite parking
- ▣ Must remove or work around asbestos-containing building materials (ACBM's)
- ▣ Greater unknowns with renovations require greater contingencies

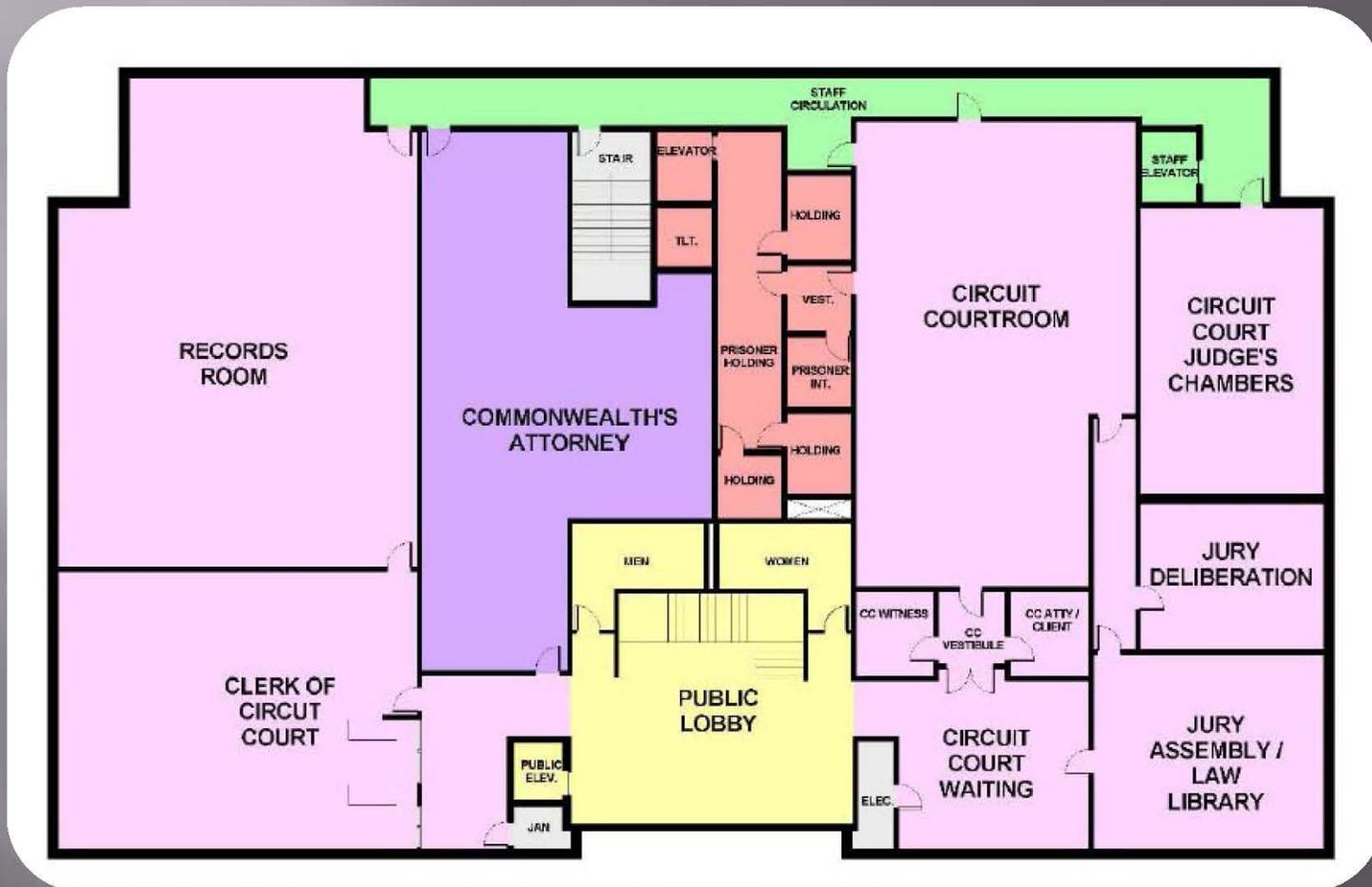
New Facility

- ▣ Will require acquisition of 15-20 acres
- ▣ Naturally more efficient
 - Not constrained by the existing site and building configuration
 - Adequate parking can be planned and accommodated on-site
 - Prisoner holding area can be incorporated between the Courtrooms
- ▣ Transportation costs for in-custody defendants will increase

1st Floor - New Facility



2ND Floor – New Facility



New Facility

If a county plans to construct a courthouse at a new location which is not adjacent to the existing courthouse, Va. Code §§ 15.2-1644 and 15.2-1646 requires citizen approval through a referendum.

In cases where a courthouse is shared with a city, votes of city voters are treated equally.

New Facility

§ 15.2-1652. Form of ballots for county election on removal and appropriation; certificate of electoral board.

The ballots used in the election required by § 15.2-1644 shall be as follows:

"Shall the courthouse be removed to, and shall the Board of Supervisors be permitted to spend \$. . . . therefor?"

Yes

No"

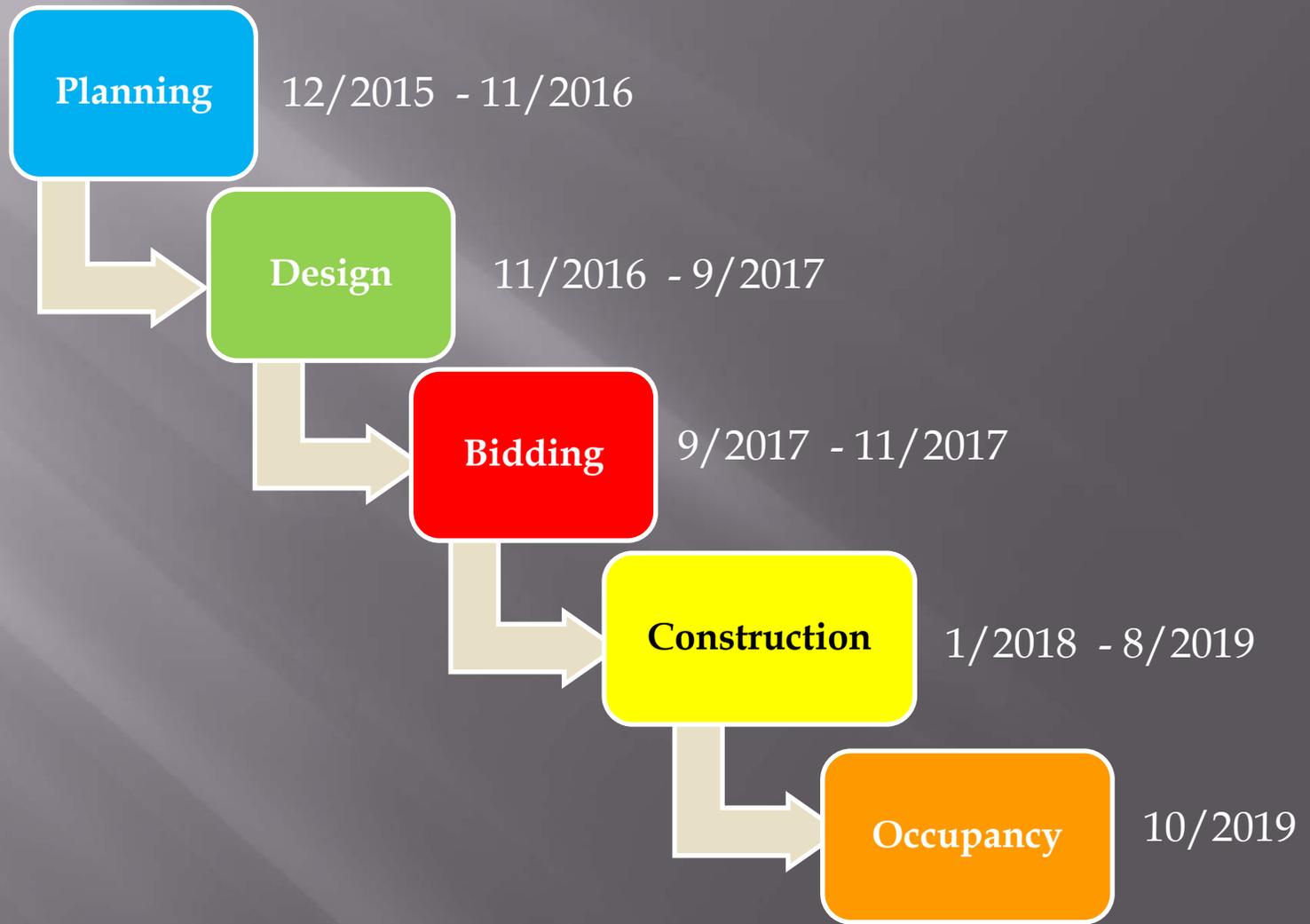
Cost Comparison

<i>Component</i>	<i>Projected Budget</i>
Option 1 – Renovation/Expansion	16.5 million dollars
Option 2 – New Courthouse at New Site	14.0 million dollars
Cost to Repurpose Existing Courthouse if vacated	2.0 to 3.5 million dollars

Project Financing

- ▣ Project will be financed with long-term (25 year) debt
- ▣ By strategically planning and structuring the debt, drastic impacts on the real estate tax rate may be avoided:
 - Will require use of approximately \$400K of unspent bond proceeds from Turner Tract project
 - Will require use of one-time payment of \$925,000 from Enviva (last principal payment on property sale)
 - Will require the use of roughly \$500,000 of annual savings from SPSA beginning in 2018

Anticipated Phases





*Office Of The City Attorney
H. Taylor Williams, IV*

April 5, 2016

From: H. Taylor Williams, IV

To: Members of City Council

Re: Contract for collection of recyclables

The City and Southampton County signed a contract with All Virginia Environmental Solutions, Inc (AVES) in 2010 for the collection of recyclable trash. Paragraph 16 of the contract provides the contract renews for an additional 12 month period each year unless some party provides 60 days written notice to the other party of the intent to terminate the contract effective June 30 of any year.

AVES recently sold its business to Bay Disposal and Recycling. AVES has assigned this contract to collect recyclables to Bay Disposal contingent upon the approval of the City and the County. If the City gives its consent to this assignment of the contract then Bay Disposal will continue to collect the City's recyclables under the terms of the contract with AVES.

Paragraph 18 of the contract says the contract is binding on the "successors and assigns" and the "contract may not be assigned by AVES without prior written approval of the City and County". The assignment of the contract by AVES to Bay Disposal binds Bay Disposal to the terms of the contract.

It is recommended that the Council consent to the assignment of the contract to collect the City's recyclables by Bay Disposal and authorize the City Manager to sign a document consenting to the assignment of the contract to Bay Disposal with the understanding the terms of the current contract will continue to bind the parties.

H. Taylor Williams, IV



April 4, 2016

City of Franklin
207 West 2nd Street
P.O. Box 179
Franklin, Va. 23851
ATTN: Randy Martin

Dear Mr. Martin,

As per Taylor Williams request, you will find attached a letter signed by Dawson Moody and myself stating that Mr. Moody would like to assign the contract he currently has with the City of Franklin to Bay Disposal, Inc. As you are aware from our recent meeting, All Virginia Environmental Solutions has decided to merge its business with Bay Disposal effective April 1st. On behalf of Bay Disposal, I am asking the City of Franklin to please agree to the assignment pursuant to the terms of the existing contract.

Thank you for your assistance. Please do not hesitate to contact me (757) 754-7032 if you have any questions or need any additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Emmett Moore", is written over the typed name.

Emmett Moore
President

April 1, 2016

Bay Disposal, Inc.
2224 Springfield Avenue
Norfolk, Va. 23523
ATTN: Emmett Moore

Dear Mr. Moore,

In light of the merger between All Virginia Environmental Solutions (AVES) and Bay Disposal, Inc., AVES would like to assign the existing contract between AVES and the City of Franklin and Southampton County to Bay Disposal, Inc. for the residential recycling collection services previously provided by AVES.

If you are acceptable to this assignment, please sign below and I will return it to Mr. Taylor Williams of the City of Franklin.

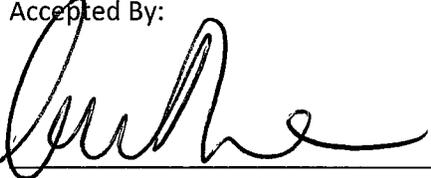
Please do not hesitate to contact me if you have any questions.

Sincerely,



Dawson Moody
President

Accepted By:

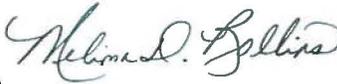


Emmett Moore, President, Bay Disposal, Inc.



April 5, 2016

TO: Mr. Randy Martin
City Manager

FROM: Melissa D. Rollins 
Director of Finance

RE: **VRS Resolution- Member Contribution by Salary Reduction**

Senate Bill 497 of the 2012 Appropriations Act required that political and school division employees began paying the five percent member contribution to the Virginia Retirement System effective July 1, 2012. Legislation also required offsetting salary increases and an option to phase in the contribution over a five year period.

Effective July 1, 2012, the City elected to phase in the contribution over a five year period by contributing 1.0% towards the employee paid contribution and gave the mandated 1.0% salary increase (1.1% to offset taxes). July 2016 is the final (5th) year of the phase-in of members paying the 5.0% member contribution.

Below summarizes action taken by the City since the legislation was enacted and the required action for fiscal year 2016-17 for Plan 1 and Plan 2 employees.

Effective Date	Employer Contribution	Employee Contribution	Total Contribution
July 1, 2012	4.0%	1.0%	5.0%
July 1, 2013	3.0%	2.0%	5.0%
July 1, 2014	2.0%	3.0%	5.0%
July 1, 2015`	1.0%	4.0%	5.0%
July 1, 2016	0%	5.0%	5.0%

All employees hired after July 1, 2012 immediately began contributing the full 5.0% member contribution upon employment).

Attached is the required VRS resolution #2016-02 indicating the City's completion of the 5.0% member contribution phase-in effective July 1, 2016 which also includes certification of the required 1.0% increase to offset the cost of the member contribution. The resolution must be passed prior to July 1, 2016 and submitted to VRS prior to July 5, 2016.

Member Contributions by Salary Reduction for Counties, Cities,
Towns, and Other Political Subdivisions
(In accordance with Chapter 822 of the 2012 Acts of Assembly (SB497))

Resolution – 2016 – 02

WHEREAS, the *Code of Virginia* § 51.1-144(F)(3) requires that, effective July 1, 2016, all employees of a political subdivision who are VRS members shall contribute five percent of their creditable compensation by salary reduction pursuant to Internal Revenue Code § 414(h) on a pre-tax basis; and

WHEREAS, the *Code of Virginia* § 51.1-144(F)(3) permitted a political subdivision to phase in the mandatory five percent member contribution until all employees paid five percent of creditable compensation effective July 1, 2016; and

WHEREAS, the *Code of Virginia* § 51.1-144(F) (3) permitted a political subdivision to pick up a portion of the member contributions only until the completion of the phase-in period on July 1, 2016; and

WHEREAS, the second enactment clause of Chapter 822 of the 2012 Acts of Assembly (SB 497) requires an increase in total creditable compensation, effective July 1, 2016, to each such employee in service on June 30, 2016, to offset the cost of the member contributions, equal to the percentage increase of the member contribution paid by such pursuant to this resolution;

NOW, THEREFORE, BE IT RESOLVED, that the City of Franklin Virginia, 55232, does hereby certify to the Virginia Retirement System Board of Trustees that it shall effect the implementation of the member contribution requirements of Chapter 822 of the 2012 Acts of Assembly (SB 497), codified as *Code of Virginia* § 51.1-144(F)(3), for the fiscal year beginning July 1, 2016, and that Plan 1 and Plan 2 employees shall pay the full five percent member contribution by salary reduction on a pre-tax basis; and

BE IT FURTHER RESOLVED that no salary increases provided solely to offset the cost of required member contributions to the Virginia Retirement System under the second enactment clause of Chapter 822 of the 2012 Acts of Assembly will be used to certify that any salary increases required by the Appropriation Act have been provided.

NOW, THEREFORE, the officers are hereby authorized and directed in the name of the Political Subdivision to carry out the provisions of this resolution, and said officers are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by the Political Subdivision for this purpose.

Raystine D. Johnson- Ashburn, Mayor

CERTIFICATE

I, R. Randy Martin, Clerk to the Franklin City Council, certify that the foregoing is a true and correct copy of a resolution passed at a lawfully organized meeting of the Franklin City Council held at 207 West Second Avenue, Franklin, Virginia at 7:00p.m. on April 11, 2016. Given under my hand and seal of the City of Franklin, Virginia this 11th day of April, 2016.

R. Randy Martin, City Manager

**This resolution must be passed on or before
July 1, 2016 and mailed to VRS postmarked
no later than July 5, 2016.**



April 5, 2016

TO: Mr. Randy Martin
City Manager

FROM: Melissa D. Rollins *Melissa D. Rollins*
Director of Finance

RE: **VRS Resolution- Employer Retirement Contribution Rate Election**

Language in the 2013 Appropriations Act permitted localities to make an election regarding their employer contribution rate every biennium beginning 2012-2013. The intent of the language in the Act was to offer some budget relief with respect to retirement contributions. Effective July 1, 2016, localities are afforded the same opportunity in accordance with the 2016 Appropriations Act to elect either the rate certified by VRS for the FY 2016-2017 biennium or an alternate rate, which is lower than the VRS certified rate.

Proposed Action Effective July 1, 2016

Effective Date	2016 Certified Rate	Alternate Rate, or	90% of the Certified Rate (11.97% x 90%)	Alternate Rate Chosen must be the higher of the two rates
July 1, 2016	11.97%	10.98%	10.78%	10.98%

VRS requires the local governing body to pass a resolution indicating their election decision. It is recommended that the City elect the alternate rate of 10.98% effective July 1, 2016. (This does not include the 5.0% member contribution in which the employee is required to pay the full 5.0%. The resolution must be passed prior to July 1, 2016 and received by VRS no later than July 10, 2016.

Recommended Action: Authorize Resolution #2016-03 electing the VRS Alternate Rate of 10.98% effective July 1, 2016.

Employer Contribution Rates for Counties, Cities,
Towns, School Divisions and Other Political Subdivisions
(In accordance with the 2016 Appropriation Act Item 475 (I))

Resolution # 2016 – 03
to Elect the Alternate Rate

WHEREAS, the 2016 Appropriation Act Item 475(I)(1) requires that an employer pay the contribution rate certified by the VRS Board of Trustees ("Certified Rate"), unless the employer elects to pay an alternate rate as described in Item 475(I)(2) ("Alternate Rate"); and

WHEREAS, if an employer wishes to pay the Certified Rate, then the employer need not take action on this resolution; and

WHEREAS, if an employer wishes to pay the Alternate Rate established in the 2016 Appropriation Act, then the employer must pass this resolution on or before July 1, 2016, to elect the Alternate Rate; and

WHEREAS, any local public school division that elects to pay the Alternate Rate must receive a concurrence of its local governing body documented by a resolution of the governing body on or before July 1, 2016;

NOW, THEREFORE, BE IT RESOLVED, that the City of Franklin ("the Employer"), 55232, does hereby elect to pay the Alternate Rate and acknowledges that its contribution rate effective July 1, 2016 shall be based on the higher of a) the contribution rate in effect for FY 2012, or b) ninety percent of the results of the June 30, 2015 actuarial valuation of assets and liabilities as approved by the Virginia Retirement System Board of Trustees for the 2016-18 biennium; and

BE IT FURTHER RESOLVED, that the Employer does hereby certify to the Virginia Retirement System Board of Trustees that it agrees to pay the Alternate Rate of 10.98% effective July 1, 2016; and

BE IT FURTHER RESOLVED, that the Employer does hereby acknowledge that, if it is a school division, this resolution shall not become effective unless the Virginia Retirement System receives a concurrence of its local governing body documented by a resolution of the local governing body dated on or before July 1, 2016; and

BE IT FURTHER RESOLVED, that the Employer does hereby certify to the Virginia Retirement System Board of Trustees that it has reviewed and understands the information provided by the Virginia Retirement System outlining the potential future fiscal implications of any election made under the provisions of this resolution.

NOW, THEREFORE, the officers of the Employer are hereby authorized and directed in the name of the Employer to carry out the provisions of this resolution, and said officers of the Employer are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by the Employer for this purpose.

Raystine D. Johnson-Ashburn, Mayor

CERTIFICATE

I, **R. Randy Martin, City Manager** of the Employer, certify that the foregoing is a true and correct copy of a resolution passed at a lawfully organized meeting of the Employer held at **Franklin City Hall Franklin, Virginia at 7:00 P.M. on April, 11, 2016.** Given under my hand and seal of the Employer this 11th day of April, 2016.

R. Randy Martin, City Manager

COUNCIL/STAFF REPORTS ON BOARDS & COMMISSIONS