

AGENDA

FRANKLIN CITY COUNCIL

MONDAY, August 8, 2016 – CITY HALL COUNCIL CHAMBERS – 207 W. SECOND AVE.

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

Call To Order · · · · · MAYOR FRANK M. RABIL

PLEASE TURN OFF CELL PHONES · · · MAYOR FRANK M. RABIL

PLEDGE OF ALLEGIANCE

CITIZENS' TIME

AMENDMENTS TO AGENDA

1. **CONSENT AGENDA**
 - A. Minutes: July 25, 2016 Regular Meeting & August 2, 2016 Called Meeting
2. **FINANCE**
 - A. FY 2016 – 2017 Budget Amendment # 2017 - 01
3. **OLD/NEW BUSINESS**
 - A. Ward 6 Council Vacancy Appointment
 - B. City Manager's Report
 1. Board of Equalization Public Notice
4. **COUNCIL/STAFF REPORTS ON BOARDS & COMMISSIONS**
5. **CLOSED SESSION**

I move that the Franklin City Council meet in Closed Session to discuss and consider appointments to boards and commissions; and to discuss 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 it facilities in the community pursuant to Virginia Code Section 2.2 – 3711 (A) (1) and (5).

Motion Upon Returning to Open Session- I move that the only matters discussed during the session were those lawfully exempted from open meeting requirements and identified in the motion by which the closed session was convened.

6. **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****Payment Receipt & Processing Lock Box Report****August 22, 2016****Commercial Rehabilitation Loan Program****September, 2016 (Tentative)****Rental Housing Inspection Program Public Hearing** September, 2016 (Tentative)**Charter Communications Franchise Agreement****TBA**

CONSENT AGENDA

- A. Minutes: Minutes: July 25, 2016 Regular Meeting & August 2, 2016 Called Minutes

The Franklin City Council held its regular meeting on Monday, July 25, 2016 at 7:00 p.m. in the Council Chambers at City Hall.

Council Members in Attendance: Frank M. Rabil, Mayor; Barry Cheatham, Vice-Mayor; Linwood Johnson, Mary Hilliard, Benny Burgess and Greg McLemore (Ward 6 seat vacant).

Staff in Attendance: Randy Martin, City Manager; Taylor Williams, City Attorney; Chief Vince Holt, Director of Emergency Medical Services; Captain Tim Whitt, Police Department; Brenda Rickman, Commissioner of Revenue; Dinah Babb, Treasurer; Gwendolyn Wilson, Interim Director of Social Services; Mark Bly, Director of Power and Light; Jennifer Maynard, Voter Registrar; and Russ Pace, Director of Public Works.

Others in Attendance: Lieutenant Patrick Wilson, Franklin Police Department and Teresa Rose-McQuay; Administrative Assistant and Acting Secretary, Recording Minutes.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by everyone in attendance.

CITIZENS' TIME

No one signed up for citizens' time.

AMENDMENTS TO AGENDA

There were no amendments to the agenda.

Special Recognition of Retirees

Mayor Rabil recognized the list of City retirees: Mr. William A. Tomlin, Mrs. Joyce Carrington-Ralph and Ms. Carolyn S. Joyner. Councilwoman Hilliard read the Resolution of Appreciation for Ms. Joyner, Councilman McLemore read Mrs. Carrington-Ralph and Councilman Burgess read the Resolution of Appreciation for Mr. Tomlin. Mayor Rabil thanked all the retirees for their service and wished them well. Mayor Rabil presented plaques to Mr. Tomlin and Mrs. Carrington-Ralph. Ms. Joyner was not in attendance. Councilman Burgess made the motion to adopt the resolutions and Councilwoman Hilliard seconded the motion. Mayor Rabil asked if there were any questions or comments on the motion; hearing none he called for a vote.

The motion was approved by a 6 – 0 vote (Ward 6 seat vacant).

Consent Agenda

Minutes of the July 11, 2016 Called Meeting

Mayor Rabil asked if there were any corrections to the minutes of the July 11, 2016 regular meeting. Hearing none, he asked for a motion.

Vice-Mayor Cheatham made the motion to approve the minutes as presented and Councilman Johnson seconded the motion.

The motion was approved by a 6 – 0 vote (Ward 6 seat vacant).

Departmental Reports

There were no questions concerning the June, 2016 Departmental Reports that were distributed separately.

PUBLIC HEARING: Ward 6 Council Vacancy Nominations

Mayor Rabil recognized City Attorney Williams to review the notice for the Public Hearing. Attorney Williams stated that the purpose of the Public Hearing was to receive nominations to fill a vacancy on City Council in Ward 6. The vacancy was caused by the resignation of Frank M. Rabil due to his election as Mayor. Attorney Williams shared that Council could select from the nominees a person to serve as the interim representative of Ward 6. The person selected by Council as the interim representative of Ward 6 will only serve until such time as a Special Election can be held to elect a representative for Ward 6. The person elected in the Special Election will serve as the representative until the term ends on June 30, 2018.

Nominations can be made by any person during the Public Hearing portion of this meeting. Any person nominated must meet the following qualifications:

1. A nominee must be qualified to vote in the Special Election;
2. A nominee must have been a resident of the Commonwealth of Virginia for at least the past year; and
3. A nominee must be a resident of Ward 6.

A person does not have to be present to be nominated. Council would appreciate receiving a resume for any person nominated for this interim appointment. Attorney Williams also advised Council that the Notice of Public Hearing was properly advertised.

Mayor Rabil opened the Public Hearing at 7:14 p.m.

Mr. Robert L. Cutchins III nominated his father, Mr. Robert L. Cutchins II to serve as the Ward 6 Representative. Mr. Cutchins read a short Bio of his father's accomplishments along with a letter from his father. Mr. Cutchins presented a copy of the information to the City Attorney.

Dr. Rodney Bland nominated Antwan D. Hatch, a Doctor of Physical Therapy, to serve as the Ward 6 Representative. Dr. Bland shared Dr. Hatch's work experience and his community involvement with his church and working with children as a coach.

Mayor Rabil asked if there were any other nominations; hearing none, he declared the Public Hearing closed.

The Public Hearing closed at 7:22 p.m.

Councilman McLemore asked that Dr. Hatch submit a resume to the Council.

Mayor Rabil advised that Dr. Hatch could submit that information to the City Manager or City Administration office.

After some discussion by Council; the consensus was to call a meeting of Council to hold interviews with the nominees on Tuesday, August 2, 2016 at 6:00 p.m. and 7:00 p.m. in the City Council Chambers conference room adjacent to the Council Chambers.

OLD/NEW BUSINESS

Franklin/Southampton Amended & Restated HRTPO Memorandum of Agreement

Mayor Rabil recognized Manager Martin to report on the proposed Franklin/Southampton Amended & Restated HRTPO Memorandum of Agreement (MOA)..

Manager Martin stated that at the June 27th Council meeting, he presented an initial report on the status of discussions with HRTPO officials about an Amended & Restated Memorandum of Agreement (MOA) for the City & Southampton County regarding the two local governments' status as members of the Metropolitan Planning Area (MPA). Included in the agenda is a copy of the report which provides background and steps necessary to address the situation. Also enclosed is a report from County Administrator Mike Johnson that he is scheduled to deliver to the Board of Supervisors at their Monday, July 25th meeting based upon action taken by the HRTPO Board of Directors at today's meeting in Chesapeake. The HRTPO Board of Directors approved the MOA today. Vice-Mayor Cheatham and Manager Martin attended and made comments in support of the MOA.

Council action to approve the MOA will bring this matter to a close as far as City action and afford the City equal rights and benefits as a full member of the HRTPO and realize all the other benefits detailed in the agenda documentation. The County and City will next collaborate on planning for the use of the designated funds and planning cooperatively with HRTPO staff, for HWY 58 and 258 corridor improvements accordingly. The HRTPO will have to formally submit the request for state and federal review, but since they both were involved in the process of drafting this MOA, consent is expected to be received. The HRTPO will also amend their by-laws in the near future to formalize and be consistent with the MOA.

Manager Martin recognized Vice-Mayor Cheatham to present and comment further on the recommendation to Council.

Vice-Mayor Cheatham reported that at the meeting with the HRTPO; he, Manager Martin, Barry Porter with Southampton, and County Administrator Johnson all spoke favorably on the MOA. Vice-Mayor Cheatham stated that the amended and restated HRTPO Memorandum of Agreement passed unanimously. The HRTPO is looking on making US HWY 58 a limited access road for using it to transport goods and services from the Hampton Roads area. This will put Western Suffolk, Franklin, Southampton County on through to Greensville County in the spotlight giving us much needed exposure that will help us grow. As detailed in plans the HRTPO is looking at doing a study on US HWY 58 sometime in the near future.

Mayor Rabil asked if there were any questions or comments concerning the MOA. After considerable discussion on the MOA, Mayor Rabil asked for a motion.

Councilman Burgess made the motion to approve the Franklin/Southampton Amended & Restated Memorandum of Agreement. Councilman Johnson seconded the motion.

The motion was approved by a 6 – 0 vote (Ward 6 seat vacant).

City Manager's Report

Manager Martin advised Council that he had nothing further to report at this meeting.

COUNCIL/STAFF REPORTS ON BOARDS & COMMISSIONS

Vice-Mayor Cheatham also reported on the HRPDC meeting. Vice-Mayor Cheatham stated that he had already reported on the HRTPO meeting. The HRPDC meeting entailed a lengthy discussion about the type of progression of the meeting. They are discussing ways to make the meetings more effective.

Vice-Mayor Cheatham reported that the Western Tidewater Regional Jail Authority held a short business meeting and then they toured the jail. The jail has already starting realizing a significant savings from the energy savings rehabilitation projects.

Mayor Rabil reminded everyone of the Cruise-In on Wednesday and We Be Jammin on Thursday.

Closed Session

Councilwoman Hilliard made the motion that the Franklin City Council meet in Closed Session to discuss and consider appointments to boards and commissions pursuant to Virginia Code Section 2.2 – 3711 (A) (1). Councilman Johnson seconded the motion.

The motion was approved by a 6 – 0 vote (Ward 6 seat vacant).

The Council entered into closed session at 7:48 p.m.

Mayor Rabil reconvened the open session at 8: 08 p.m. and asked for a motion certifying the closed session.

Councilman Burgess made a motion certifying that the only matters discussed during the closed session were those lawfully exempted from open meeting requirements and identified in the motion by which the closed session was convened. The motion was seconded by Councilwoman Hilliard.

The motion was approved by a 6 – 0 vote (Ward 6 seat vacant).

Action 1

Motion was made by Councilman Burgess to approve the list of Council members Board & Commission assignments as amended. (A copy of the approved list of assignments is attached and made a part of the minutes). Vice-Mayor Cheatham seconded the motion and it was approved by a 6 – 0 (Ward 6 seat vacant).

Adjournment

Councilman McLemore made a motion to adjourn the meeting which was seconded by Councilman Johnson.

The motion was approved by a 6 – 0 vote (Ward 6 seat vacant).

Mayor Rabil declared the meeting adjourned at 8:10 p.m.

These Minutes for the July 25, 2016 City Council Meeting were adopted on the 8th day of August, 2016.

Mayor

Clerk to City Council

Boards & Commission Council Assignments

Effective: July, 2016

Boards/Commissions:

Designees

HRTPO:

(Hampton Roads Transportation Planning Organization)

Vice-Mayor Barry Cheatham

HRPDC:

(Hampton Roads Planning District Commission)

Vice-Mayor Barry Cheatham

HREDA:

(Hampton Roads Economic Development Alliance)

Mayor Frank Rabil

HRTAC:

(Hampton Roads Transportation Accountability Commission)

Mayor Frank Rabil

HRMFFA:

(Hampton Roads Military and Federal Facilities Alliance)

Mayor Frank Rabil

Hampton Roads Mayors and Chairs:

Mayor Frank Rabil

WTRJ:

(Western Tidewater Regional Jail Authority)

Vice-Mayor Barry Cheatham
Councilman Linwood Johnson

Franklin Business Center Advisory Board:

Councilman Benny Burgess

Franklin/Southampton Court Services Committee

Mayor Frank Rabil

Franklin/Southampton Utility Study Management Team

Councilman Benny Burgess

DFA:

(Downtown Franklin Association)

Mayor Frank Rabil

Business Friendly Committee

Mayor Frank Rabil

Housing Advisory Board

Councilwoman Mary E. Hilliard
Councilman McLemore

CDBG Madison Street Area Management Team

Councilwoman Mary Hilliard
Councilman Greg McLemore

The Franklin City Council held a called meeting on Tuesday, August 2, 2016 at 6:00 p.m. in the Conference Room of the Council Chambers at City Hall to conduct a closed session to discuss, consider and interview prospective candidates for appointment to fill the Interim Ward 6 Council vacancy.

Council Members in Attendance: Frank Rabil, Mayor; Barry Cheatham, Vice-Mayor; Benny Burgess, Linwood Johnson, Mary Hilliard and Greg McLemore.

Other Staff in Attendance: R. Randy Martin, City Manager

Candidates for Interview Ward 6 Representative: **Antwan D. Hatch and Robert L. Cutchins II**

Mayor Rabil called the meeting to order.

CLOSED SESSION

Councilman McLemore moved that the Franklin City Council meet in closed session to discuss consider, and interview prospective candidates for appointment to the Interim Ward 6 Representative position pursuant to Virginia Code 2.2 – 3711 (A)(1). Vice-Mayor Cheatham seconded the motion.

The motion was approved by a 6 – 0 vote (Ward 6 seat vacant).

The City Council entered in Closed Session at 6:01 P.M.

The Mayor reconvened the open session at 8:24 p.m. Vice-Mayor Cheatham made a motion that the only matters discussed during the closed session were those lawfully exempted from open meeting requirements and identified in the motion by which the closed session was convened. Councilman Burgess seconded the motion.

The motion was approved by a 6 – 0 vote (Ward 6 seat vacant).

ADJOURNMENT

A motion was made by to adjourn the meeting by Councilman Johnson and Councilman Burgess seconded the motion.

The motion was approved by a 6 – 0 vote (Ward 6 seat vacant).

Mayor Rabil declared the meeting adjourned at 8:25 p.m.

These Minutes for August 2, 2016 City Council Meeting were adopted on the 8th day of August, 2016.

Mayor

Clerk to City Council

FINANCE

A. FY 2016 – 2017 Budget Amendment # 2017 - 01



DEPARTMENT OF FINANCE

August 2, 2016

TO: Randy Martin
City Manager

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

RE: **Budget Amendment Requests – FY 2016-17**

Budget Amendment #2017-01

The City has received the following grants:

| | | | |
|--------------------------------|------------------------|--------------------------|-----------|
| Fund 220 | Franklin Fire & Rescue | Hunterdale Fire & Rescue | Total |
| Franklin Southampton Charities | \$ 5,000 | \$ 5,000 | \$ 10,000 |

| | | | |
|--|----------|-------------|----------|
| Fund 100 | Federal | Local Match | Total |
| Byrne Justice Assistance Grant -Police | \$ 5,400 | \$ 600 | \$ 6,000 |

Required Action from City Council:

Authorize the acceptance of the grants, amendment to the FY 2016-17 Budget and the appropriation of funds for expenditure.

BUDGET AMENDMENT 2017-01

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 201-17 City Budget is hereby amended to recognize additional revenues and to appropriate such revenue for new uses.

| | | | 2015-2016 Budget | | Amended Budget | | Increase (Decrease) |
|----------------|-------|------------------------------------|---------------------|--|-------------------|--|------------------------|
| REVENUE | | | | | | | |
| 100 | 33010 | 12 Justice Assitance Grant | \$ - | | \$ 6,000 | | \$ 6,000 |
| EXPENSE | | | | | | | |
| 100 | 31100 | 8010 Byrne Justice Grant-Equipment | \$ - | | \$ 6,000 | | \$ 6,000 |

REVENUE **#220 FOUNDATION GRANT FUND**

| | | | | | | | |
|----------------------|-------|-------------------------------------|-------------|--|------------------|--|------------------|
| 220 | 18990 | 3001 Franklin Southampton Charities | \$ - | | \$ 10,000 | | \$ 10,000 |
| TOTAL REVENUE | | | \$ - | | \$ 10,000 | | \$ 10,000 |

EXPENSES **#220 FOUNDATION GRANT FUND**

| | | | | | | | |
|-----------------------|-------|-----------------------------------|-------------|-----|------------------|--|------------------|
| 220 | 32100 | 8117 Fire Prevention-Other Grants | | \$0 | \$5,000 | | \$5,000 |
| 200 | 91450 | 4009 F/S Charities-Hunterdale | | \$0 | \$5,000 | | \$5,000 |
| TOTAL EXPENSES | | | \$ - | | \$ 10,000 | | \$ 10,000 |

*Certified copy of resolution adopted by
Franklin City Council*

Clerk to the City Council



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

Francine C. Ecker
Director

April 1, 2016

1100 Bank Street
Richmond, Virginia 23219
(804) 786-4000
TDD (804) 386-8732

Mr. Randy Martin
City Manager
City of Franklin
207 West Second Avenue
Franklin, VA 23851

Title: Byrne Justice Assistance Grant, 16-Q1186LO15

Dear Mr. Martin:

The Byrne Justice Assistance Grant Program (JAG) makes federal funds available to localities to help support their efforts to reduce crime and improve public safety. The Department of Criminal Justice Services has been designated to administer a portion of the JAG funds reserved for Virginia and to make those funds available to local units of government. I am pleased to advise you that we are awarding your locality \$5,400.00 in federal funds. With the required local cash matching funds of \$600.00, your total award is \$6,000.00.

Enclosed you will find a *Statement of Grant Award and a Statement of Grant Award Special Conditions*. To indicate your acceptance of the award and conditions, please complete and sign the award acceptance and return it to Janice Waddy, General Administration Manager II, Office of Grants Management, at the Department of Criminal Justice Services (DCJS). Please review the conditions carefully; as they include specific requirements about how the grant funds must be managed once you receive them. We are required to provide the entire federal portion of your award in one distribution. Please refer to the enclosed "Post Award Instructions and Reporting Requirements" for details on how to request funds using our online Grants Management Information System (GMIS). **All financial reports and request for funds must be submitted through GMIS.**

In order to complete the award acceptance, you must also provide information on how your locality will use the awarded federal funds. Instructions are attached.

We appreciate your interest in this grant program and will be happy to assist you in any way we can to assure your project's success. If you have any questions, please contact Shelia Anderson at (804) 786-9469 or by email at shelia.anderson@dcjs.virginia.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Francine C. Ecker".

Francine C. Ecker
Director

Enclosures

cc: Chief Phillip M. Hardison, Chief of Police
Mr. Scott Halverson, Administrative Sergeant
Ms. Shelia Anderson, DCJS Monitor

Department of Criminal Justice Services

1100 Bank Street, 12th Floor, Richmond, VA 23219

Byrne Justice Assistance Grant Statement of Award/Acceptance

| | | |
|---|--|--|
| Subgrantee: City of Franklin | Date: April 1, 2016 Grant No: 16-Q1186LO15 | Grant Period: April 1, 2016– December 31, 2016 |
| Project Director | Project Administrator | Finance Officer |
| Chief Phillip M. Hardison Chief of Police City of Franklin 1018 Pretlow Street Franklin, VA 23851 Phone No: (757) 562-8577 | Mr. Randy Martin City Manager City of Franklin 207 West Second Avenue Franklin, VA 23851 Phone No: (757) 562-8561 | Mr. Scott Halverson Administrative Sergeant Franklin City Police Department 1018 Pretlow Street Franklin, VA 23851 Phone No: 757-562-8549 |
| TOTAL PROJECT | Federal \$5,400 | Subgrantee Cash Match \$ 600 |
| | | TOTAL \$6,000 |

This grant is subject to all rules, regulations, and special conditions included in this award.



Francine C. Ecker, Director

Please provide the information requested below. See attached instructions for completing the award acceptance. Enter the amount of Federal funds you plan to spend in each category below. The total of Federal funds entered must equal the total of Federal funds awarded in this grant. Please round to the nearest dollar.

| Purpose Areas | Federal Amount | Category |
|--|----------------|--|
| 1. Law Enforcement | | |
| a. Hiring | \$ | # Current Officers _____ |
| b. Overtime | \$ | # Officers to Hire _____ |
| c. Equipment: | | # Current Support Personnel _____ |
| (1) Traditional Law Enforcement Equipment | \$ | # Support Personnel to Hire _____ |
| (2) Information Technology | \$ | Sworn <input type="checkbox"/> Civilian <input type="checkbox"/> |
| 2. Prosecution & Courts | \$ | |
| 3. Prevention & Education | \$ | |
| 4. Corrections & Community Corrections | \$ | |
| 5. Drug Treatment | \$ | |
| 6. Planning, Education & Technology Improvement | \$ | |

The undersigned, having received the Statement of Grant Award/Acceptance and the Conditions attached thereto, does hereby accept this grant and agree to the conditions pertaining thereto, this _____ day of _____, 20____.

Signature of Project Administrator: _____ Title: _____

STATEMENT OF GRANT AWARD SPECIAL CONDITIONS

Department of Criminal Justice Services
1100 Bank Street
Richmond, Virginia 23219

Byrne Justice Assistance Grant Program

Grantee: Franklin City

Grant Number: 16-Q1186LO15

Federal Catalog No.: 16.738

Title: Local L. E. Block Grant

Date: April 1, 2016

The following conditions are attached to and made a part of this grant award:

1. By signing the Statement of Grant Award/Acceptance, the grant recipient agrees:
 - to use the grant funds to carry out the activities subgrantee establishes in the Statement of Grant Award/Acceptance, as modified by the terms and conditions attached to this award or by subsequent amendments approved by DCJS;
 - to adhere to the approved budget contained in this award and amendments made to it in accord with these terms and conditions;
 - and, to comply with all terms, conditions and assurances attached to this award.
2. The subgrantee agrees to submit such reports as requested by DCJS.
3. By accepting this grant, the recipient assures that funds made available through it will not be used to replace state or local funds that would, in the absence of this grant, be made available for the same purposes.
4. By accepting this grant, the recipient assures that a trust fund will be established in which to deposit grant funds. Any interest gained from the trust fund may be used to add to the Federal award amount. Any interest earned must be spent within the grant period, and on eligible program activities.
5. If these requirements can be met within the recipient's current financial management system, there is no need to establish a separate account.
6. Grant funds are not to be used to purchase, lease, rent, or acquire tanks or armored vehicles, fixed-wing aircraft, limousines, real estate, yachts, consultants, or any vehicle not used primarily for law enforcement.
7. The subgrantee agrees to forward a copy to the DCJS of the scheduled audit of this grant award.
8. All purchases for goods and services must comply with the Virginia Public Procurement Act. Procurement transactions, whether negotiated or advertised and without regard to dollar value, shall be conducted in a manner so as to provide maximum open and free competition. An exemption to this regulation requires the prior approval of the DCJS and is only given in unusual circumstances. Any request for exemption must be submitted in writing to the DCJS.
9. **PROJECT INCOME:** Any funds generated as a direct result of DCJS grant funded projects are deemed project income. Project income must be reported on forms provided by DCJS. The following are examples of project income: Service fees; Client fees; Usage or Rental fees; sales of materials; income received from sale of seized and forfeited assets (cash, personal or real property included).
10. The subgrantee agrees that it and all its contractors will comply with the following federal civil rights laws as applicable:
 - Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin in the delivery of services (42 U.S.C. § 2000d), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart C;
 - The Omnibus Crime Control and Safe Streets Act of 1968, which prohibits discrimination on the basis of race, color, national origin, religion, or sex in the delivery of services and employment practices (42 U.S.C. § 3789d(c)(1)), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart D;

Statement of Grant Award Special Conditions (Continued)

Grant No: 16-Q1186LO15

- Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disability in the delivery of services and employment practices (29 U.S.C. § 794), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart G;
 - Title II of the Americans with Disabilities Act of 1990, which prohibits discrimination on the basis of disability in the delivery of services and employment practices (42 U.S.C. § 12132), and the DOJ implementing regulations at 28 C.F.R. Part 35;
 - Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex in education programs and activities (20 U.S.C. § 1681), and the DOJ implementing regulations at 28 C.F.R. Part 54;
 - The Age Discrimination Act of 1975, which prohibits discrimination on the basis of age in the delivery of services (42 U.S.C. § 6102), and the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart I; and
 - The DOJ regulations on the Equal Treatment for Faith-Based Organizations, which prohibit discrimination on the basis of religion in the delivery of services and prohibit organizations from using DOJ funding for inherently religious activities (28 C.F.R. Part 38).
 - The Juvenile Justice and Delinquency Prevention Act of 1974, as amended, which prohibits discrimination in both employment and the delivery of services or benefits based on race, color, national origin, religion, and sex in JJDPA-funded programs or activities (42 U.S.C. § 5672(b)).
 - Section 1407 of the Victims of Crime Act (VOCA), as amended, which prohibits discrimination in both employment and the delivery of services or benefits on the basis of race, color, national origin, religion, sex, and disability in VOCA-funded programs or activities. (42 U.S.C. § 10604).
11. The subgrantee agrees that in the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office for Civil Rights, Office of Justice Programs.
 12. By accepting the accompanying grant award, you are agreeing to submit financial reports during the grant period, as well as a final report to close out the grant. **Financial reports are due no later than the close of business on the 12th working day after the end of the quarter.**
 13. Grant funds, including match, must be expended and/or obligated during the grant period. All legal obligations must be liquidated no later than 90 days after the end of the grant period. The grant recipient agrees to supply a final grant financial report and return all unexpended grant funds to DCJS within 90 days of the end of the grant period.
 14. **No extensions of the grant period for this award will be permitted.**
 15. Prior to DCJS disbursing funds, the Grantee must comply with the following special conditions:
 - a) Submit a budget narrative outlining all expenditures.



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

Francine C. Ecker
Director

1100 Bank Street
Richmond, Virginia 23219
(804) 786-4000
TDD (804) 386-8732

NOTICE

To: Grants Project Administrator

From: Janice Waddy, DCJS Grants Administrator

Re: Post Award Instructions and Reporting Requirements
PLEASE READ VERY CAREFULLY

GRANT AWARD AND SPECIAL CONDITIONS:

Please review your Award and Special Conditions very carefully. *Pay attention to the last Special Condition listed. This Special Condition may require additional documentation from you before grant funds can be released.* Sign and date the grant award acceptance and submit any Special Condition documentation to:

Office of Grants Management
Attn: Janice Waddy, Manager
Department of Criminal Justice Services
1100 Bank Street, 12th Floor
Richmond, Virginia 23219

REPORTING REQUIREMENTS

By accepting the accompanying grant award, you are agreeing to submit online quarterly financial reports for this grant throughout the grant period, as well as final reports to close the grant. **No eligible current recipient of funding will be considered for continuation funding if any of the required Financial reports for the current grant are more than thirty (30) days overdue.** For good cause, submitted in writing by the grant recipient, DCJS may waive this provision.

Financial reports are due no later than the close of business on the 12th working day after the end of the quarter. Reports are required even if no expenditures have occurred during the quarter. **Requests for Funds will not be honored from grant recipients who do not fulfill this reporting obligation.** A schedule of due dates is also attached for your reference. Please retain copies of the schedule for future use and reference.

❑ **FINANCIAL REPORTS**

Refer to our website for submitting financial reports through our online Grants Management Information System (GMIS). In order to use this web-based system, if you have not previously done so, you must obtain a user name and password set up by your Finance Officer, whose name and contact information is listed on the attached Grant Statement of Award/Acceptance. The address is <http://www.dcjs.virginia.gov/grantsAdministration/gmis/index.cfm?menuLevel=4>. **Paper copies of the financial reports are no longer accepted. You are required to use the online system in reporting your expenditures.**

❑ **REQUESTING GRANT FUNDS**

Refer to our website for requesting funds through our online Grants Management Information System (GMIS). In order to use this web-based system, if you have not previously done so, you must obtain a user name and password set up by your Finance Officer, whose name and contact information is listed on the attached Grant Statement of Award/Acceptance. *Please note you can access this system using the same password assigned for the online financial reporting system. The address is <http://www.dcjs.virginia.gov/grantsAdministration/gmis/index.cfm?menuLevel=4>. **You are required to use the online system for requesting funds. Paper copies of the Request for Funds are no longer accepted.**

If you have any questions, please contact Beverly Johnson at (804) 786-9055 or by e-mail at beverly.johnson@dcjs.virginia.gov.

**PROJECTED DUE DATES
FINANCIAL REPORTS**

*Reports are due by the **12th working day** following the close of the quarter covered in the report.
Financial reports are required, even if no expenditures have occurred.*

| <i>QUARTER ENDING</i> | <i>DUE DATE</i> |
|------------------------------|------------------------|
| 6/30/2016 | 7/19/2016 |
| 9/30/2016 | 10/19/2016 |
| 12/31/2016 | 1/19/2017 |
| 3/31/2017 | 4/18/2017 |

Franklin Southampton Charities

Post Office Box 276 • 403½ North Main Street • Franklin, Virginia 23851
Phone: 757/569-1611 • Fax: 757/569-1615 • email: fsc@franklinsouthamptoncharities.com

July 19, 2016

Mr. Randy Martin
City Manager
City of Franklin
P. O. Box 179
Franklin, VA 23851

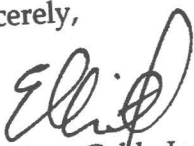
Dear Randy:



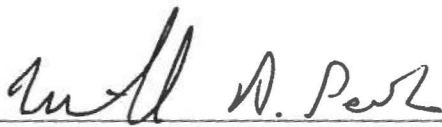
I am pleased to enclose a grant check in the amount of \$10,000, to be distributed to each of the 2 Fire and Rescue Units as follows. The Board of Directors of Franklin Southampton Charities is happy to be able to support this worthy program.

| | |
|----------------------------|---------|
| Franklin Fire Department | \$5,000 |
| Hunterdale Fire Department | \$5,000 |

Please remember that we ask for a report on the usage of these funds prior to April 1 of next year. If you have any questions, please do not hesitate to contact our office.

Sincerely,


G. Elliott Cobb, Jr.

| | | |
|--|-------------------------|--|
| FRANKLIN SOUTHAMPTON CHARITIES | | 1997 |
| GRANTS ACCOUNT P.O. BOX 276 FRANKLIN, VA 23851 | | 68-2/510 |
| PAY TO THE ORDER OF | <u>City of Franklin</u> | DATE <u>7/19/16</u> |
| <u>Ten thousand and 00/100</u> | | \$ <u>10,000</u> ⁰⁰ |
| DOLLARS | |  Security Features Included. Details on Back. |
|  SUNTRUST | ACH RT 061000104 | <u></u> |
| FOR | | |
| ⑈00001997⑈ ⑆051000020⑆ 700162798⑈ | | |

OLD/NEW BUSINESS

A. Ward 6 Council Vacancy Appointment

B. City Manager's Report

1. Board of Equalization Public Notice



PUBLIC NOTICE

BOARD OF EQUALIZATION FOR CITY OF FRANKLIN

Public notice is hereby given that the Board of Equalization for Franklin City will meet on the days hereafter listed for the purpose of hearing complaints of inequalities including errors in acreage. Upon hearing such complaints, either oral or written, the Board will give consideration **AND INCREASE, DECREASE OR AFFIRM** such real estate assessments. Before a change can be granted, the taxpayer or his agent must overcome a clear presumption in favor of the assessment. The taxpayer or agent must provide a preponderance of the evidence that the assessment of the property is not uniform with the assessments of other similar properties or that the property is assessed in excess of its fair market value.

Appointments will be scheduled every 30 minutes to minimize waiting. To appear before the Board of Equalization, please call Betty Tarkington at (757) 562-4870, from 8:30 A.M. to 5:00 P.M. Meetings of the Board to hear objections will be held at City Hall in the City Council Chambers conference room at 207 West Second Avenue, Franklin, Virginia. The dates and times are:

October 3, 2016 9:00 A.M. to 1:00 P. M.

October 4, 2016 1:00 P.M. to 5:00 P.M.

October 18, 2016 9:00 A.M. to 1:00 P.M.

By order of the Franklin City Board of Equalization

COUNCIL/STAFF REPORTS ON BOARDS & COMMISSIONS