



**Franklin City Council Agenda
November 25, 2024
Council Chambers
207 West Second Avenue
Franklin, Virginia 23851**

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

CALL TO ORDER. MAYOR ROBERT L. CUTCHINS
PLEASE TURN OFF CELL PHONES. MAYOR ROBERT L. CUTCHINS
PLEDGE OF ALLEGIANCE
CITIZEN’S TIME (3 MINUTES)
AMENDMENTS TO AGENDA

1. CONSENT AGENDA

A. Approval of October 28, 2024 Regular Council Meeting Minutes

2. OLD/NEW BUSINESS

Council Comments

3. CITY MANAGER’S REPORT

- A. Resolution Endorsing the City’s 2025 General Assembly Legislative Package
- B. Small Business Saturday Proclamation #2024-21

4. COUNCIL/STAFF REPORTS ON BOARDS/COMMISSIONS

Council Appointment: DSS Advisory Board

5. ADJOURNMENT

***Agenda subject to change*

Regular City Council Meeting Minutes October 28, 2024

Call to order

The Franklin City Council held its regular City Council meeting on October 28, 2024 at 7:00 p.m. in the City Council Chambers.

Council Members in Attendance: Robert “Bobby” Cutchins, Mayor; Wynndolyn Copeland, Vice-Mayor; Councilman Gregory McLemore; Councilman Mark Kitchen; Councilman Linwood Johnson; Councilwoman Jessica Banks.

Council Members not in Attendance: Councilman Ray Smith

Staff in Attendance: Rosylen Oglesby, City Manager, Heather Lockerman, City Attorney

Other Staff in Attendance: Deputy Robert Porti; Matthew Jezierski, Director of IT; A’Risha Jones, Director of Tourism.

Citizen’s Time

Mr. Ronnie McClenny of 901 Craig Drive, Suffolk, Virginia, addressed Council regarding the assessed value of his property and community development requirement for signs to be posted on project site.

Ms. Rachel Blow of 206 Cobb Street, Franklin, Virginia, addressed Council regarding basketball goals sitting out in the street and children shooting play guns that can hurt people.

Mr. Gary Cross of the Black Creek area in Southampton County, Virginia, addressed Council as the Chairman of the Chowan Basin Soil & Water Conservation asking for consideration to enter into a Memorandum of Agreement to join the district with no expense to the city in an effort to allow landowners to apply for cost share funding.

Amendments to Agenda

No amendments were made to the agenda.

Introduction of New Employees

Mayor Cutchins introduced City Manager Rosylen Oglesby and the City Manager shared her activities over this past month.

City Manager introduced the Finance Director, Constance Barnes and Ms. Barnes shared information about herself.

Consent Agenda

- A. Approval of September 23, 2024 regular meeting minutes.

Mayor Robert Cutchins asked if there were any corrections or additions for the September 23rd minutes.

None were heard.

Councilman Mark Kitchen made a motion to approve the minutes with a second from Councilman Linwood Johnson.

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 Robert Cutchins	Aye
Councilman Ray Smith	Absent
Councilman Gregory McLemore	Aye

Mayor Robert Cutchins affirmed the motion carried.

Old/New Business

A. Council Comments

Councilman Linwood Johnson stated that he was happy for the City Manager and Finance Director being here and look forward to moving forward.

Councilman Mark Kitchen stated that he was pleased with the Friday updates that has been changed- it's more informative and detailed.

Councilwoman Jessica Banks welcomed the City Manager and Finance Director.

Vice-Mayor Wynndolyn Copeland provided an update on activities within Ward 5.

Councilman Gregory McLemore welcomed the City Manager and expressed his appreciation for her meeting with council members on a regularly to express concerns, as well as her making necessary changes for qualified staff. Councilman McLemore also shared an update on the legislative caucus meeting that was held today attending the Hampton Road Planning District meetings with the City Manager.

Mayor Bobby Cutchins expressed his pleasure in meeting with the City Manager and wished her the best. Mayor Cutchins also shared information in reference to his attendance at the Arbor Day Ceremony.

Department Items

A. City Manager's Report

City Manager presented the 2025 proposed legislative package for council's review and feedback at the next meeting.



**Agenda Statement
Item #:4A(a)**

2025 Legislative Package

Priorities

1. **Support for Public Education** - A General Assembly joint subcommittee addresses recommendations from the 2023 Joint Legislative Audit and Review Commission (JLARC) report on the Standards of Quality (SOQ). JLARC's report recommendations about updating the SOQ in the short and long term included items such as eliminating the support cap and providing additional staff and funding for staff. VML is encouraging the General Assembly to implement expeditiously and fund the JLARC recommendations to more equitably share education costs with local government and ensure students' overall success across the Commonwealth.
 - **Recommendation:** The City's position should be to support the priority. If the General Assembly implements and funds the JLARC recommendations, it could mean a more equitable share of education costs with local governments and provide much-needed support to address school construction and renovation needs in communities, estimated at \$25 billion statewide. The City should oppose any efforts that limit local authority or divert state funds from the public education system.
2. **State Assistance to Local Police Departments (HB 599)** - Almost 70 percent of Virginians live in communities served by police departments. The State created a financial assistance program to local police departments (HB 599) when it imposed an annexation moratorium on cities more than 30 years ago. It has increasingly deemphasized this funding obligation as a priority but has never compromised on the annexation moratorium. Although the *Code of Virginia* sets out a distribution formula for calculating the amounts for eligible localities, in recent years the General Assembly has instead specified in the Appropriations Act that localities' allocations in a given fiscal year are to be based on a standard, across-the-board percentage increase or decrease from the previous fiscal year's allocations. The distribution formula has, in effect, been superseded during those years by the instructions in the Appropriations Act. Funds are distributed to eligible localities in quarterly payments via electronic funds transfers.
 - **Recommendation:** The City should support the calling for the state to honor its commitment to fund public safety as stipulated in the Code of Virginia. For 2025, the City's distribution is \$538,864, according to the Virginia Department of Criminal Justice Services' website.
3. **Land Use Control** - Localities must maintain control of local land use decisions. Neither the state nor the federal government should usurp or pre-empt a locality's authority to make such decisions, nor should they impose requirements that weaken planning and

land use functions. This includes all types of housing, including but not limited to short-term rentals.

- **Recommendation:** The city's position should be to oppose any regulations that limit local land use decisions. The City should support decisions related to local government authority to promote affordable and mixed-income housing and the required infrastructure to facilitate in-fill development, redevelopment, and mixing of uses, with the mandate fully funded by the state.
4. **Provide adequate funding through the Community Flood Preparedness Fund (CFPF) to meet the flood preparedness and resilience needs** – The Hampton Roads Region has received CFPF funding to assist with the costs of completing vulnerability assessments and develop action-oriented approaches to bolster flood preparedness and increase resilience.
 - **Recommendation:** The City's position should be to support the priority. This funding could be tapped into to assist the City with preparing the address for flood-related events.
 5. **Develop a state funding program to provide the non-federal match for federal grants to support large-scale flood relief projects** – A substantial amount of federal funds is available for flood mitigation efforts; however, the City is not in a position to access these resources without providing the non-federal local match. Through HRPDC, regional localities request that the state develop a funding program to contribute to the required non-federal share.
 - **Recommendation:** The City's position should be to support the priority.

Position Statements

1. **Housing** - support policy decisions that provide housing opportunities for all Hampton Roads residents, support the recommendations and strategies produced by regional housing assessment and support the continuation of funding for the Housing Trust Fund.
2. **Economic Development Site Readiness** - support state funding programs and policies that assist local governments with preparing shovel-ready economic development sites.
3. **Reject Unfunded Mandates** - ask that the General Assembly oppose any proposals that impose new unfunded mandates and fiscal responsibilities on local governments.
4. **Support actions that increase access to affordable and qualified childcare** - the rising cost of childcare is significantly impacting our region's families. These concerns are shared by military leadership, which has identified affordable childcare as a critical priority.

Councilman McLemore made comments in reference to inviting our elected officials to address council.

City Manager provided information in reference to a planned scheduled meeting regarding the issuance of General Obligation Bonds/Notes related to certain capital projects not to exceed \$14.3 million. City Manager shared that the presentation will be held on November 25th and the public hearing, consideration, and adoption scheduled for December 9th.

Councilman McLemore asked what happens once the estimates come in and it exceeds the \$14.3 million. City Manager explained the supplemental funding allocated for some of these capital projects.

Councilman Johnson shared that he spoke with Jamie Weist, project consultant, and he expressed that he thinks we can stay under that cost as long as the material costs doesn't rise.

City Manager provided an update on certain projects taking place throughout the community.



PROJECT STATUS UPDATES

Item #4A(c):

Blackwater Park

- All surveys are completed, and the developer is finalizing documentation for property transfer to the city, expected by early 2025.

Armory Gym

- Construction documents are 95% complete, and the estimated project cost is \$10.37 million, remaining within the targeted range. The project is set to go out for bid on November 22, 2024.

Mariner Street Paving & Waterline Replacement

- Water main and service designs are complete, and the contractor is preparing a materials list. The project is expected to start early next year, followed by asphalt road overlay.

Poplar Spring Cemetery Signage

- Signs have been ordered, and installation is anticipated within a couple of weeks.

Southview Cemetery Clean-up:

- Section C clean-up is complete, and Section B is underway. Progress is expected to increase as grass growth has slowed.

Dorchester Apartments

- Review and Inspection:
 - The Department of Housing and Development hired Navigate Affordable Housing Partners to conduct a review and inspection of the apartment complex. Updates are pending.
- Utility Infrastructure and Payments:
 - Although the new owners are on a payment plan, the complex is behind on utility payments.
 - The City was informed that repairs are needed for a bad underground wire located on the private property.
 - The City is still waiting to hear about long-term power solutions.

City Manager also provided an update on staff developing a plant to cleanup city ditches.

Vice-Mayor Copeland asked if the rodent issue was addressed in the report for Dorchester Apartments. City Manager stated no.

Councilman McLemore asked if our inspectors have went in to complete an inspection of the apartments and expressed his concern that we are still without a plan for owners of multiple dwellings to address them expeditiously when things like this happen.

City Manager explained that HUD hired an inspector and they provided their findings to the owner, but not the city. City Manager also cautioned council about this being private property where the city has no right to go on the property without being invited to go on the property. City Manager also shared that we have no control over whether or not they do any improvements to this property because those things are not within our scope.

Councilman McLemore made comments in reference to previous conversations about this issue and the city creating an ordinance to address issues like this.

There was further discussion in reference to how the city can address this and for future issues such as this.

Mayor Cutchins asked the City Manager to come back with recommendations for the council.

City Manager provided an update on key staffing and organizational changes.

Council/Staff Reports on Boards/Commissions

Councilman Johnson provided a report from the Western Tidewater Regional Jail Authority and from the Virginia Municipal League in reference to the legislative information at their seat as well as provided by the City Manager.

- A. Council Appointment: Hampton Road Transportation Planning Organization (HRTPO)-
Alternate

Mayor Cutchins stated there was a vacancy on the HRTPO for an alternate council member appointee.

Councilman McLemore volunteered to serve as the alternate.

A motion was made by Councilman Kitchen and seconded by Councilman Johnson to appoint Councilman McLemore as the alternate to the Hampton Roads Transportation Planning Organization.

The motion carried with a 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 Robert Cutchins	Aye
Councilman Ray Smith	Absent
Councilman Gregory McLemore	Aye

Mayor Robert Cutchins stated the motion carried.

Councilman McLemore provided a report from his discussion with the Chair of the Hampton Road Planning Development Commission in reference to light rail planning being done elsewhere and the need for it to be in the City of Franklin.

Councilman Johnson made comments in agreeance.

Councilman Mark Kitchen left the meeting at 7: 53 p.m.

Mayor Bobby Cutchins entertained a motion to go into Closed Session.

Closed Session

Vice-Mayor Wynndolyn Copeland moved that the City of Franklin, Virginia City Council adjourn into closed meeting at 8:00 PM. pursuant to Virginia Code subsection 2.2-3711 A.29 for the purpose of discussing the award of a public contract involving the expenditure of public funds., where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the City, specifically regarding the procurement of legal services. The motion was seconded by Councilman Johnson.

Councilman Mark Kitchen returned to the meeting at 7:56 p.m.

The motion carried with a 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 Robert Cutchins	Aye
Councilman Ray Smith	Absent
Councilman Gregory McLemore	Aye

Mayor Robert Cutchins stated the motion carried.

Motion Upon Return to Open Session at 8:10 p.m

Councilman Mark Kitchen moved that each council member certify that, to the best of his or her knowledge: I hereby move that each council member certify that, to the best of his or her knowledge:

- (i) Only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act, and
- (ii) Only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting just concluded.

The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote 6-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye

8

Councilwoman Jessica Banks Aye

Vice-Mayor Wynndolyn Copeland Aye

Mayor Robert Cutchins Aye

Councilman Ray Smith Absent

Councilman Gregory McLemore Aye

Mayor Bobby Cutchins stated the motion carried.

Mayor Bobby Cutchins opened the following for council:

Any member of the public body who believes that there was a departure from the requirements of clauses (i) and (ii), shall so state prior to the vote, indicating the substance of the departure that, in his or her judgement, has taken place. The statement shall be recorded in the minutes of the public body.

None were heard.

Adjournment

Councilman Johnson made a motion to adjourn the October 28, 2024 City Council Meeting at 8:15 p.m. 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 Robert Cutchins Aye

Councilman Ray Smith Absent

Councilman Gregory McLemore Aye

Mayor Bobby Cutchins stated the meeting stands adjourned.

Mayor

Deputy Clerk to City Council



City Manager's Report
Submitted by: Rosylen Oglesby, City Manager
November 25, 2024

Title: 2025 Legislative Package

Issue:

An adoption of a resolution approving and endorsing the City's 2025 General Assembly Legislative Package

Background:

- The package is intended to organize, prioritize, and communicate the City's legislative and budget priorities to the community, stakeholders, and legislators. In Virginia, localities operate under the Dillon Rule, which means they only have the authority explicitly granted to them by the state legislature through statutes or their charters. As a result, localities in Virginia, including Franklin, often seek legislation to gain enabling authority for specific powers they do not currently possess.
- These requests are incorporated into the Legislative Package.

Discussion:

- As presented today, the draft 2022 Legislative Package has proposals organized into two sections - Legislative Priorities and Legislative Position Statements.
- The Legislative Priorities are generally broadly crafted and focus on comprehensive legislative strategies rather than specific ones. It focus on specific revenue and legislative proposals that the City has identified as issues of greatest impact to the City. These issues intends to continue expending significant political capital on and asks our General Assembly delegation to engage in on behalf of the City.
- The Legislative Position Statements expressed the City Council position on certain areas that may have an effect on city business and the community.

Financial impact:

- There is no financial impact.

Recommended Action:

- Adoption of Resolution.

Next Steps Following Council Action:

- The Legislative Package will be forward to the City's representation in the General Assembly.

Attachments:

- Resolution
- Exhibit A: 2025 Legislative Package



Rosylen Oglesby
City Manager

A RESOLUTION ENDORSING THE CITY'S 2025 GENERAL ASSEMBLY LEGISLATIVE PACKAGE.

WHEREAS, the Virginia General Assembly deals with a broad range of issues that affect local government both directly and indirectly; and

WHEREAS, the City of Franklin has certain concerns that deal with both Franklin specifically and local governments in general; and

WHEREAS, these concerns need to be made known to Franklin's General Assembly delegation so that they may be transmitted for consideration by the Legislature.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Franklin, Virginia, that it hereby endorses the positions listed on Exhibit A hereto for inclusion in the Legislative Package for the 2025 General Assembly session.

BE IT FURTHER RESOLVED that the City Manager is directed to provide a copy of this Resolution and the 2025 Legislative Package to each City's General Assembly delegation member.

BE IT FURTHER RESOLVED that the City Manager and/or her designee(s) are hereby authorized and directed to provide necessary input and clarification during the 2025 Virginia General Assembly session and to carry out other activities as needed to assist in attaining the goals and objectives contained in the City's 2025 Legislative Package.

ADOPTED by the Council of the City of Franklin, Virginia, at a meeting held on November 25, 2024.

Robert "Bobby" Cutchins
Mayor of the City of Franklin

ATTEST:

City Clerk



Exhibit A

2025 Legislative Package

1. **Support for Public Education** - A General Assembly joint subcommittee addresses recommendations from the 2023 Joint Legislative Audit and Review Commission (JLARC) report on the Standards of Quality (SOQ). JLARC's report recommendations about updating the SOQ in the short and long term included items such as eliminating the support cap and providing additional staff and funding for staff. VML is encouraging the General Assembly to implement expeditiously and fund the JLARC recommendations to more equitably share education costs with local government and ensure students' overall success across the Commonwealth.
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City Manager's Report
Submitted by: Karl T. Heck, President & CEO
Franklin Southampton Economic Development, Inc.
November 25, 2024

Title: Proclamation for Small Business Saturday

Issue:

- **A motion to approve the proclamation recognizing Small Business Saturday.**

Background:

- In 2010, American Express launched Small Business Saturday to help small businesses gain exposure and inspire consumers to shop within their communities during the holiday season.
- The day became official in 2011 when the U.S. Senate passed a resolution supporting the recognition of local small businesses.

Discussion:

- Small Business Saturday is an annual event that occurs on the Saturday following Thanksgiving, which will be on November 30, 2024. First celebrated in 2010, this day has become significant for recognizing the small businesses essential to our nation's economy.
- The goal of Small Business Saturday is to encourage everyone across the country to support local small businesses. This day helps to inject money back into our local economies, promotes vibrant and diverse communities, and highlights the crucial role that small businesses play in the national economy.
- Franklin Southampton Economic Development, Inc. (FSEDI) serves as a Neighborhood Champion for Small Business Saturday, providing advertising and promotional support for various businesses in Franklin.

Financial impact:

- N/A.

Recommended Action:

- Approval of proclamation.

Next Steps Following Council Action:

- Continuing advertising and promotion of Small Business Saturday.

Attachments:

- Proclamation


Rosylen Oglesby
City Manager



Small Business Saturday
Proclamation # 2024-21

WHEREAS, the Government of City of Franklin, Virginia, celebrates our local small businesses and the contributions they make to our local economy and community; and

WHEREAS, according to the United States Small Business Administration, there are more than 33 million small businesses in the United States, small businesses represent 99.7% of firms with paid employees, small businesses are responsible for 62% of net new jobs created since 1995, and small businesses employ 46.8% of the employees in the private sector in the United States; and

WHEREAS, 79% of consumers understand the importance of supporting the small businesses in their community on Small Business Saturday®, 70% report the day makes them want to encourage others to Shop Small®, independently-owned retailers, and 66% report that the day makes them want to Shop Small all year long; and

WHEREAS, 58% of shoppers reported they shopped online with a small business and 55% reported they dined or ordered takeout from a small restaurant, bar, or café on Small Business Saturday in 2023; and

WHEREAS, the City of Franklin supports our local businesses that create jobs, boost our local economy, and preserve our communities; and

WHEREAS, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

NOW, THEREFORE, BE IT RESOLVED, Mayor Robert “Bobby” Cutchins, and the members of the City of Franklin Council, urge the residents of our community, and communities across the Country, to support small businesses and merchants on Small Business Saturday and throughout the year.

FURTHER, LET IT BE RESOLVED THAT, I, Robert “Bobby” Cutchins, Mayor of the City of Franklin, Virginia, do hereby proclaim, November 30, 2024, as

SMALL BUSINESS SATURDAY

Signed this 25th day of November 2024.

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

RE: Potential Advisory Board Member

From Rosylen Oglesby <roglesby@franklinva.com>
Date Fri 10/25/2024 3:50 PM
To Sarah Rexrode <s.rexrode@dss.virginia.gov>
Cc Kimberly Turner <kturner1@franklinva.com>

Let's add it to the November meeting.

Sincerely,

Rosylen Oglesby, M.A., CPM, ICMA-CM
(She/Her/Hers)
City Manager
207 West Second Avenue
Franklin, Virginia 23851
Office: 757-562-8503
Website: www.franklinva.com



From: Rexrode, Sarah (VDSS) <S.Rexrode@dss.virginia.gov>
Sent: Friday, October 25, 2024 3:28 PM
To: Rosylen Oglesby <roglesby@franklinva.com>
Cc: Kimberly Turner <kturner1@franklinva.com>
Subject: Potential Advisory Board Member

Caution! This message was sent from outside your organization.

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Good Afternoon Ms. Oglesby,

I have met with Kenny Bergin, who is a resident of Franklin and is in the process of opening a non-profit business to serve some of the various needs within the City and surrounding areas. He has expressed an interest in serving on the Advisory Board. While I know it is too late to have this matter before City Council at the Oct. 28 meeting, I am hoping that it can be presented at one of the November Council meetings.

In the past I have provided the name of potential board members to City Management, who have then taken the information to Council in closed session for appointment. If you prefer a different process, please let me know.

Thank you and have a great weekend!

Sarah

Sarah W. Rexrode
Director
Franklin City Department of Social Services
100 East Fourth Ave.
Franklin, VA 23851
(Office) 757-562-8515
(Cell) 757-613-8465



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SOCIAL SERVICE ADVISORY BOARD

Members: Seven (7) members appointed by City Council. Director of Social Services serves as Social Services Board Secretary – Permanent, City Manager serves as the Social Services Board - Permanent

Type: Statutory Board established pursuant to VA Code section 63.2-305.

Meets: Second Thursday of every other month from 3:30pm -5:00pm at the Franklin Department of Social Services Conference Room. (Months of February, April, June, August, October and December)

Term: 4 years per appointment term, Persons may not serve more than 2 consecutive terms.

Duties: Involved in all matters pertaining to social assistance and services. Monitor, formulate, and implement social welfare programs. Meet with local board at least four (4) times per year. Develops annual reports and other reports deemed appropriate by the board.

<p>Mrs. Nelda Bellamy 827 Railroad Avenue Franklin, VA 23851 (757) 651-8087 – Cell MeeMeeto2@verizon.net Term: Dec 13, 2021 – Dec 31, 2025 (1st Term)</p>	<p>VACANT</p>
<p>Mr. Clyde Parker 101 Magnolia Ave Franklin, VA 23851 (757) 562-7431 – Home (757) 647-8212 - Cell magnolia101@charter.net Term: Jan 1, 2015 – Dec 31, 2019 (1st Term) Term: Jan 1, 2020 – Dec 31, 2024 (2nd Term)</p>	<p>Mr. Welton Deshields, Jr. PO Box 36 Franklin, VA 23851 (757) 569-0339 – Home weltondeshields@live.com Term: Jan 1, 2015 – Dec 31, 2019 (1st Term) Term: Jan 1, 2020 – Dec 31, 2024 (2nd Term)</p>
<p>Ms. Sandra Brothers 838 Rebecca Street Franklin, VA 23851 (757) 647-8387 – Home (757) 562-4338 - Work Sandra.brothers@vdh.virginia.gov *Term: Aug. 24, 2015 – Dec. 31, 2019 Term: Jan 1, 2020 – Dec 31, 2024</p>	<p>Mr. James Banks Jr. 1101 North High Street Franklin, VA 23851 (757) 653-6349 – Home (252) 382-7804 – Cell jamesbanksministries@gmail.com Term: Apr 13, 2021 – Dec 31, 2025</p>
<p>Mark R. Kitchen 605 Quail Roost Franklin, VA 23851 757-653-7347 – Cell marrkrkitchen@gmail.com Term: Aug 6, 2020 - Dec 31, 2024</p>	<p>VACANT</p>
<p>Sarah Rexrode, Director Social Services Board Secretary 306 N. Main Street Franklin, VA 23851 (757) 562-8515 s.rexrode@dss.virginia.gov Permanent Position</p>	<p>Rosylen Oglesby City Manager 207 West 2nd Avenue Franklin, VA 23851 (757) 562-8561 roglesby@franklinva.com Permanent Position</p>

FRANKLIN CITY DEPARTMENT OF SOCIAL SERVICES
BY-LAWS OF THE ADVISORY BOARD

ARTICLE 1 – Creation, Composition, Appointment and Term of Membership

The Advisory Board for the Franklin City Department of Social Services is appointed in accordance to Chapter 63.2-305 Code of Virginia. The Advisory Board shall consist of seven (7) members who shall be appointed by City Council to serve on a rotating basis. No person shall be appointed to serve more than two (2) consecutive full terms as identified in Section 63.2-305. Length of term shall be identified in Council’s appointment so as to provide for the balanced overlapping of the terms of membership.

The City manager, as the Social Services Administrative Board, shall be an ex officio member, without vote, of the Advisory Board.

The Director of Social Services shall be an ex officio member, without vote, of the Advisory Board and shall serve as secretary to the Advisory Board.

ARTICLE II – VACANCIES/REMOVAL OF MEMBERS

Any vacancy on the Advisory Board shall be filled by Council for the unexpired term. Members of the board may be suspended or removed for cause by the City Council authorized to appoint the members.

Advisory Board members may be removed from the Advisory Board should they miss two (2) consecutive or three (3) non-consecutive meetings in any fiscal year. Absences due to emergencies such as family emergencies, illnesses, etc. will be reviewed by the Chairperson and Vice Chairperson for excuse. Advisory Board members who miss two (2) consecutive or three (3) non-consecutive meetings in a fiscal year without excuse may be removed and another person appointed by the City Council.

ARTICLE III – MEETINGS

The Advisory Board shall meet at least bi-monthly in accordance with the Code of Virginia. In addition, it may meet at the call of the Director or on the request of a majority of its members.

ARTICLE IV – CHAIRMAN AND VICE CHAIRMAN; QUORUM

The Advisory Board shall elect its own Chairman and Vice Chairman who shall serve in the office for one (1) term. A “term” is defined as one (1) year running from July 1st to June 30th. A majority of the members of the board present shall constitute a quorum.

ARTICLE V – DUTIES OF THE ADVISORY BOARD

1. The Board acts in an advisory capacity to the City Manager and monitors the formulation and implementation of Social Services programs in the City of Franklin.
2. To interest itself in all matters pertaining to the social welfare of the people of the City served by it.
3. To monitor the formulation and implementation of social welfare programs in the City.
4. To meet with the City manager who serves as the Administrative Board of the Franklin Department of Social Services at least four (4) times a year for the purpose of making recommendations on policy matters concerning the local department.
5. Upon request of the local governing body, the Advisory Board will prepare an annual report concerning the administration of the public welfare program.
6. To submit to the governing body, from time to time, other reports that the Advisory Board deems appropriate.

History

While the establishment of local agencies had been optional before, the Virginia Public Assistance Act of 1938 required every political jurisdiction to have local departments of Social Services, offering relatively uniform services. The beginning of our present system of a state declaration of a “War on Poverty” by President’s Kennedy and Johnson, which increased the complexity of requirements and regulations and required the development of monitoring and reporting procedures.

To keep up with these increasingly complex issues, the Virginia Department of Social Services (VDSS) was designated as the single state agency for administering federal welfare law as described in the Code of Virginia §63.2-200 and is held accountable for service programs. Virginia is one of the few states that allow localities to administer federally assisted programs under the state’s supervision. There are 120 local departments, five regional offices and the VDSS Home Office in Richmond, established for the administration of Social Services in the state of Virginia.

The involvement of local citizens on these boards developed gradually. At first, citizens were directly involved with service delivery to clients. As the programs became increasingly complex and the numbers served dramatically expanded, the board’s emphasis shifted to policy and administrative issues.

Purpose

To insure that throughout the Commonwealth and in the City of Franklin, eligible persons receive financial assistance, other benefits, and social services. The board acts in an advisory capacity to the City Manager and monitors the formulation and implementation of Social Services programs in the City of Franklin.

Frequency/Times/Place for Meetings

3rd Thursday of every other month at 3:30 p.m., (months of February, April, June, August, October, and December). At Franklin DSS, 306 N. Main Street, Franklin, VA 23851 – FDSS Conference Room.

Citizen Involvement

All meetings are open to the public.

Contact Information

For more information concerning the Advisory Board, please contact us at:

Franklin City Department of Social Services
306 N. Main Street
Franklin, VA 23851
757-562-8520