



September 30, 2013

To: R. Randy Martin, City Manager
From: Dinah M Babb, Treasurer
Subject: Personal Property Charge Off
Business License Charge Off

Enclosed you will find a list of Personal Property and Businesses Licenses for year 2007 that are deemed uncollectable due to the statute of limitations. The statute of limitations restricts the office from actively placing any collection actions on these accounts. It is my recommendation that \$21,453.66 of delinquent Personal Property tax accounts and \$381.36 of delinquent Business Licenses for year 2007 be charged off.

Accounts blacked out are accounts that are have written payment plan agreements with the office.

Respectively,

Dinah M Babb, Treasurer

9/23/2013

CITY OF FRANKLIN

In conformity with Section 58.1-3924 of the Code of Virginia and authorized by the governing body of City of Franklin, the following is a list of Taxes which is delinquent for the nonpayment taxes. LOCAL LEVIES DO NOT INCLUDE PENALTY AND INTEREST.

Treasurer's Office

TYPE	YEARS	NAME	AMOUNT DUE
PP	2007-2007	ADAMS MICHAEL CHRISTOPHER	34.75
PP	2007-2007	AEBEL BID	92.13
PP	2007-2007	ALHETAR MOTAHAR A	17.99
PP	2007-2007	ALLMOND MAKAYLA' DAE HONEY	6.51
PP	2007-2007	AMERICAN PLASTICS LLC	325.00
PP	2007-2007	ANDERSON KAREW DENISE	34.13
PP	2007-2007	ANDERSON TERRY MCCOY	32.67
PP	2007-2007	APPLEBY ANDREW SPENCER	92.93
PP	2007-2007	APPLEWHITE CHRISTIAN BAUGHAM	128.03
PP	2007-2007	ASHBURN SHARON DENISE	31.59
PP	2007-2007	ASKEW PAMELA JOYNER	248.50
PP	2007-2007	ATLANTIC DEMOLITION INC	20.80
PP	2007-2007	AVERETT LATOYA	43.34
PP	2007-2007	BABONIS SHAWN MICHAEL	208.60
PP	2007-2007	BAILLY ROBERT JR	53.88
PP	2007-2007	BAKER MELVIN NATHANIEL	47.13
PP	2007-2007	BANKS THERESA ANN	68.92
PP	2007-2007	BARNETT PERRY WILLIAM	333.27
PP	2007-2007	BEALE DAMIEN JAMBL	60.02
PP	2007-2007	BOONE CRESSIE ANN	10.00
PP	2007-2007	BOONE LORENZA LER	10.00
PP	2007-2007	BOYD ROBERT WAYNE	63.73
PP	2007-2007	BRADSHAW GRI PHILLIPS	5.16
PP	2007-2007	BRADSHAW-TURNER JAHICE WALETTE	110.50
PP	2007-2007	BRANDON JAMES ALLEN	73.63
PP	2007-2007	BRINK CARL BENJAMIN	42.03
PP	2007-2007	BROWN ANTONIO LAMONT	9.00
PP	2007-2007	BRYANT NATASHA ARTIS	10.00
PP	2007-2007	BUCK QUINTON EUGENE	10.00
PP	2007-2007	BURTON CATHERINE HUNTER	108.28
PP	2007-2007	BYNUM ANNA ELAINE	10.00
PP	2007-2007	BYNUM JAMES L ESTATE	14.55
PP	2007-2007	CADOTTE ALFRED J	9.00
PP	2007-2007	CARLISLE RON ROBERT	264.47
PP	2007-2007	CHARTER COMMUNICATIONS HOLDINGS	455.50
PP	2007-2007	COOPER KENNETH GERALD	62.65
PP	2007-2007	CROPTEN ANITA ELLA	34.75
PP	2007-2007	CRUISE THOMAS RICHARD LEE	10.09
PP	2007-2007	CUTLER MARIA KA'YANNA	9.00
PP	2007-2007	DAE ENTERPRISES INC	9.00
PP	2007-2007	DARDEAU PATRICIA TERRY	221.04
PP	2007-2007	DARDEAU DOROTHY FREEMAN	32.03
PP	2007-2007	DAVIS MICHELE A	10.00
PP	2007-2007	DICKENS LATASHA VERONICA	98.84
PP	2007-2007	DORSEY JANICE JERESA ESTATE	10.00
PP	2007-2007	DOUGHTIE RICHARD SAMUEL	11.77

VILLIES TRESA PETA

CO LLC

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CITY OF FRANKLIN

AMOUNT DUE

NAME

TYPE YEARS

TYPE	YEARS	NAME	AMOUNT DUE
PP	2007-2007	DOMING WILLIAM NEAL	166.19
PP	2007-2007	DUNLOH MICHAEL DEAN JR	95.50
PP	2007-2007	EDWARDSON PRESTON PATRICK	64.40
PP	2007-2007	ELDER TERRY ANTHONY	240.78
PP	2007-2007	EMERSON CHRISTOPHER JAMES	26.66
PP	2007-2007	EVANS ALEXANDER JEREMIAH	9.00
PP	2007-2007	EVANS LEON PERCELL	34.19
PP	2007-2007	EVEREST VISUAL INSPECTION	169.75
PP	2007-2007	PARMS JIM PACE	9.00
PP	2007-2007	PAULK TWANA	195.68
PP	2007-2007	FENNER WILLIAM CARL	10.00
PP	2007-2007	FIELDS GLENN DAVID	522.88
PP	2007-2007	FRANCIS JAMES WILLIAM	11.26
PP	2007-2007	FRAZIER LEROY AVERY III	20.66
PP	2007-2007	FREEMAN CLIFFON BERMAINE	9.00
PP	2007-2007	FREEMAN DEWAYNE LEMAH	34.75
PP	2007-2007	FREEMAN DOROTHY LEE	1.30
PP	2007-2007	FUNNY WILLIE	10.00
PP	2007-2007	GARRIS FALCONEFFO B	30.18
PP	2007-2007	GAY TINA NICHOLE	6.99
PP	2007-2007	GILBERTSON JANET ELIZABETH	63.97
PP	2007-2007	GOMAA LINDA DARNELL	5.60
PP	2007-2007	GOODMAN EVELYN HOLLOWAY	8.56
PP	2007-2007	GOODMAN LITTLE ALBERT	33.69
PP	2007-2007	GORMUS ANN MARIE	119.39
PP	2007-2007	GRANT WESLEY MCCOY II	146.01
PP	2007-2007	GRIFFIN HELEN LEE	62.26
PP	2007-2007	GRIGGS CASRY ELDBN	18.00
PP	2007-2007	HALL ROSALEE HOPEWELL	138.25
PP	2007-2007	HAMLIN ANTHONY LEROY	32.38
PP	2007-2007	HANDSHAW ANTHONY HOWARD	107.66
PP	2007-2007	HANDSHAW BRIAN ANTHONY	9.00
PP	2007-2007	HANDSHAW CHARLES THOMAS	42.79
PP	2007-2007	HANSHAW JESSE PEDRO JR	9.00
PP	2007-2007	HANSHAW JOYCE CRIPPEN	17.92
PP	2007-2007	HARPER ANNIE JEAN	372.00
PP	2007-2007	HARPER WILLIE FRANK	30.18
PP	2007-2007	HARRELL DEBORAH CHAPPELL	10.08
PP	2007-2007	HARRIS LILLIE ALMOND	35.98
PP	2007-2007	HARVEY CATHERINE LAMBUTH	51.68
PP	2007-2007	HATCH JAMES FERRELL	36.85
PP	2007-2007	HENRICKSON DAMN F	33.69
PP	2007-2007	HERRINGTON RICHARD JR	159.62
PP	2007-2007	HESTER KERRY LEE	21.41
PP	2007-2007	HIGH OSHAL B	134.53
PP	2007-2007	HINES ERIC LEE	122.41
PP	2007-2007	HODGE NOVA DORRINE	27.86
PP	2007-2007	HOLDEN CITRONA LA'SHAY	39.16
PP	2007-2007	HOLLAND BRIAN KEITH	36.77
PP	2007-2007	HOLLOWAY CURTIS LEE	11.21
PP	2007-2007	HOLLOWAY KIMBERLY L	115.50
PP	2007-2007	HOMELL DORNA MELISSA	44.32
PP	2007-2007	HUNT FRITZ WARDDELL	44.32
PP	2007-2007	HUNT FRITZ WARDDELL	10.00
		DOMONATO AMY MAE	
		TECHNOLOGIES INC	
		FIELDS ELIZABETH ANN	
		HANSHAW PEDRO MCCOY	
		CUFFEE BRENDA STOKES	
		ALEXANDER RASCITA ANNICE	
		HINES FAYE TURNER	

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CITY OF FRANKLIN

AMOUNT DUE

NAME

TYPE YEARS

TYPE	YEARS	NAME	AMOUNT DUE
PP	2007-2007	J J NIKITAKIS & CO INC	133.75
PP	2007-2007	JAMES HERBERT HAROLD	54.40
PP	2007-2007	JENKINS RONALD DAMONS JR	214.29
PP	2007-2007	JOHNSON AMY DENISE	47.28
PP	2007-2007	JOHNSON CLAUDE LOGAN JR	78.08
PP	2007-2007	JOHNSON WILLIE DAVID JR	22.52
PP	2007-2007	JONES CHARLES RICKY (ESTATE)	18.00
PP	2007-2007	JONES JAMES H JR	70.75
PP	2007-2007	JONES PATRICK GLENN	60.02
PP	2007-2007	JONES RONALD WAYNE	141.91
PP	2007-2007	JORDAN WILLIE LEE	24.48
PP	2007-2007	KEARNS MICHAEL N	9.29
PP	2007-2007	KHAN BASIR SHADI JR	74.93
PP	2007-2007	KINDRED LAKENBETH LEBMONSE	70.26
PP	2007-2007	LAWRENCE ISAAC WINSTON	43.79
PP	2007-2007	LAHSON DESHAN TOOMEKA	60.48
PP	2007-2007	LEE KIMBERLY ANN	34.29
PP	2007-2007	LENOX MARK D	38.81
PP	2007-2007	LENOX MARK DOUGLAS	12.36
PP	2007-2007	LEONARD DOUGLAS MCCLAIN	28.47
PP	2007-2007	LEWIS WILLIE LEE	22.60
PP	2007-2007	LONG GREGORY BRIAN	12.03
PP	2007-2007	LONG SHARON JANE	415.54
PP	2007-2007	LOVELL STEPHEN REGINALD	12.58
PP	2007-2007	MAJETTE FRANKLIN DELANO	122.00
PP	2007-2007	MALDONADO ETHEL MICHELLE	10.00
PP	2007-2007	MALDONADO NICKOLETTA	105.05
PP	2007-2007	MARSHALL HEATHER ALANA	17.00
PP	2007-2007	MASON HOWARD EARL	30.63
PP	2007-2007	MASON JOSEPH	10.53
PP	2007-2007	MASON MELVIN LIONEL	20.18
PP	2007-2007	MASSENBURG BRENDA LBS	47.72
PP	2007-2007	MATTHEWS DENNIS LEWIS	11.63
PP	2007-2007	MAYO STEVEN PAUL	20.18
PP	2007-2007	MCINNEY JOANNE CAROL	20.18
PP	2007-2007	MELVIN JAMES ROGERS	1,277.38
PP	2007-2007	MERINETHER SHELIA JACSINS	43.75
PP	2007-2007	MILLIAN HENRY LEE	7.88
PP	2007-2007	MILLER MAURICE OSCAR	134.97
PP	2007-2007	MILTNER SHARANDA LAVETT	152.72
PP	2007-2007	MORAGHEGH, H A MD LTD	33.64
PP	2007-2007	MOORE JAMAL	28.36
PP	2007-2007	MURHAMMAD BARRY ABUDDLILAH	12.44
PP	2007-2007	MURPHY JACQUELINE ANNETTE	9.00
PP	2007-2007	MYRICK CLEO	27.99
PP	2007-2007	NORRIS LATRICE DENISE	31.13
PP	2007-2007	NORVELL EDYTHE LORRAINE	9.00
PP	2007-2007	O'BERRY ROBERT BERHARD JR	38.64
PP	2007-2007	OFFRINGA PIET BENJAMIN	24.50
PP	2007-2007	OMCO AUCTION SERVICES	211.48
PP	2007-2007	OWEN GERALD KEITH	20.13
PP	2007-2007	PALOMBA PRISCILLIA MARIA	152.88
PP	2007-2007	PALOMBA SOMER MICHELLE	191.09
PP	2007-2007		125.92
		EURE HENRY C	
		LENOX KAY ANN	
		MAJETTE LORAIN THOMAS	
		WINSOR STEPHEN ANTHONY	

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CITY OF FRANKLIN

TYPE	YEARS	NAME	AMOUNT	DUE
PP	2007-2007	PAPPIN SUSAN ANN	75.52	
PP	2007-2007	PARKER WILLARD CORPREW	10.00	
PP	2007-2007	PESELBS ECLRAS ZEBEDEE	110.48	
PP	2007-2007	PERRY JASON MAURICE	23.40	
PP	2007-2007	PERSON REGGIA ALZO	39.47	
PP	2007-2007	PICOT CHRISTOPHER ROY	89.85	
PP	2007-2007	PITTMAN LEONARD JR	10.00	
PP	2007-2007	POPE GRANETTE BOONE	101.88	
PP	2007-2007	POPE JONATHAN LLOYD	465.40	
PP	2007-2007	POPE JULIE RAE	43.75	
PP	2007-2007	PORTER LILLIE PEARL	38.52	
PP	2007-2007	POWELL DEMETRIA SHANELL	10.00	
PP	2007-2007	POWELL HERCULES JR	137.33	
PP	2007-2007	PREFERRED CAPITAL INC	107.34	
PP	2007-2007	QUALITY COMMUNITY SUPPORT	120.63	
PP	2007-2007	RAGER CECIL WILLIAM JR	85.46	
PP	2007-2007	RAY DOUGLAS A	55.00	
PP	2007-2007	REESE RONALD LEE BRONSON JR	163.17	
PP	2007-2007	REID KIMINNY LASHAWN	5.82	
PP	2007-2007	REYES BARAONA LUIS ALFONSO	46.73	
PP	2007-2007	RICHARDS NANCY CARROL	375.45	
PP	2007-2007	RICHARDS SHAWN DOUGLAS	135.48	
PP	2007-2007	RICHARDSON ISSAC	55.00	
PP	2007-2007	RICHARDSON LUIS ALFRED	124.60	
PP	2007-2007	RICKS RODRICK KIM	10.00	
PP	2007-2007	RICKS RODRICK KIM	39.05	
PP	2007-2007	RIDLEY AHMAD BASHAD	2.48	
PP	2007-2007	RIDLEY NELVA BOONE	56.51	
PP	2007-2007	RIZZO ARTHURO	178.75	
PP	2007-2007	ROBERTS SELICIA BERNITA	45.54	
PP	2007-2007	ROOKS KEVIN MEGAL	69.81	
PP	2007-2007	RUPPIN AMBRE JANET	93.97	
PP	2007-2007	SALEH GAMMAL AHMED ALI	171.55	
PP	2007-2007	SCOTT CHARLES	10.00	
PP	2007-2007	SCOTT SHARIKA SHANTE	61.33	
PP	2007-2007	SCOTT TONICA LAVERN	195.68	
PP	2007-2007	SHARPE SAMUEL JR	25.34	
PP	2007-2007	SHAYER CAROL DIANE	35.01	
PP	2007-2007	SHEA ROBERT EDGAR	190.33	
PP	2007-2007	SILVER TYWANDA DOMENTRAIL	20.25	
PP	2007-2007	SILVER VERNON EUGENE	248.68	
PP	2007-2007	SLATER CHRISTINE ELIZABETH	30.18	
PP	2007-2007	SMITH CEDRIC VERNON	10.00	
PP	2007-2007	SMITH DONALD LEE	21.84	
PP	2007-2007	SMITH LAVERNE DENISE	172.34	
PP	2007-2007	SMITH RAFUS EUGENE	9.00	
PP	2007-2007	STACY DOLORES ANN	81.52	
PP	2007-2007	SWEAT JUDONALD AMUM	107.65	
PP	2007-2007	SWINEY WILLIE LEE SR	22.54	
PP	2007-2007	SYDES JACK TAYLOR JR	10.00	
PP	2007-2007	TABANSI ENTERPRISES LLC	1,577.03	
		SHEA ROSE MARIE		
		HARRIS TRACY LYNN		
		T/A PIZZA HUT #12518		

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CITY OF FRANKLIN

AMOUNT DUE

TYPES YEARS

NAME

TYPES YEARS	NAME	AMOUNT DUE
PP 2007-2007	TATE DONALD WAYNE	46.42
PP 2007-2007	TAYLOR MARQUIS PIERRE	36.77
PP 2007-2007	TAYLOR TAMULA JEAN	35.10
PP 2007-2007	THOMAS JOHN GILBERT	18.00
PP 2007-2007	TILLERY TOSHANY Y	23.77
PP 2007-2007	TORRES SHEILA LEE	102.43
PP 2007-2007	TUNSTALL JAMES TERRELL	63.18
PP 2007-2007	TURNER ANTWAN LORENZO	39.83
PP 2007-2007	TURNER CONSTRUCTION INC	235.00
PP 2007-2007	TURNER HOWARD LEE	215.43
PP 2007-2007	TURNER MICHAEL PARKER	70.98
PP 2007-2007	TYLER KENISHA DOMINIQUE	26.14
PP 2007-2007	URQUHART DAVID	169.92
PP 2007-2007	URQUHART JOHN THOMAS	45.10
PP 2007-2007	VADEN RONALD MCCARTHY JR	2.77
PP 2007-2007	VINCERT NATHAN JR	343.88
PP 2007-2007	WALKER OTIS THOMAS SR	127.33
PP 2007-2007	WARD FREEMAN SAMUEL	45.76
PP 2007-2007	WARREN ANDRE LAMAN	30.00
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PP 2007-2007	WEATHERS GRACIE DARLENE	70.99
PP 2007-2007	WERNDLI JONATHAN D	151.36
PP 2007-2007	WEST ROBERT JOSEPH	9.00
PP 2007-2007	WESTFALL ANN MARIE	118.90
PP 2007-2007	WHITE DIANNE GRIFFIN	468.58
PP 2007-2007	WHITE LINWOOD LEE JR	77.56
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PP 2007-2007	WHITEHEAD HOWARD LEE JR	36.77
PP 2007-2007	WIGGINS ARTHUR LEE	117.93
PP 2007-2007	WIGGINS FREDDIE	9.40
PP 2007-2007	WILLIAMS DARYL JAMAINE	30.71
PP 2007-2007	WILLIAMS JOHNNY FOX	32.81
PP 2007-2007	WILLIAMS KIOKA NATASHA	31.38
PP 2007-2007	WILLIAMS LATONYA BROWN	85.03
PP 2007-2007	WILLIAMS RAYMOND LEE	54.21
PP 2007-2007	WILLIAMS SHAYLA	75.91
PP 2007-2007	WILLIAMS WILLIE LEE	49.49
PP 2007-2007	WINSOR JOSEPH HOWARD	239.51
PP 2007-2007	WOODLEY GEORGE	19.26
PP 2007-2007	WYCHE MARCUS DEWAYNE	28.87
PP 2007-2007	YOUNG TOBY RAY	36.46
FINAL TOTALS...		21,453.46

21,453.46

9/23/2013

CITY OF FRANKLIN

In conformity with Section 58.1-1924 of the Code of Virginia and authorized by the governing body of CITY OF FRANKLIN, the following is a list of Taxes which is delinquent for the nonpayment taxes. LOCAL LEVIES DO NOT INCLUDE PENALTY AND INTEREST.

Treasurer's Office

TYPE YEARS	NAME	AMOUNT DUE
BL 2007-2007	JONES JAMES H	88.36
BL 2007-2007	MURPHY CLAY	15.00
BL 2007-2007	TERRELLI LLC	278.00
FINAL TOTALS...		381.36



October 7, 2013

To: Randy Martin
City Manager

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

Re: **CHARGE-OFF OF UNCOLLECTIBLE UTILITY ACCOUNTS**

Last year, City Council approved charge off of uncollectible utility accounts for accounts inactive since years 1998 through 2006. In accordance with the Charge-Off Policy, the Treasurer has submitted the 2007 Listing of Accounts to be recommended for removal from the City's outstanding receivables. These accounts have exceeded the statute of limitations (greater than five years) for collection.

Below are various statistics associated with the charge off:

- ✓ In 2007, 758 accounts were finalized or became inactive for the purpose of collecting on any outstanding balances.
- ✓ Of the 758 accounts, 105 accounts are included in the 2007 Charge Off recommendation or roughly 14% of the total accounts finalized.
- ✓ The total amount charge off amount is \$119,366 of which \$75,636 is the total penalty charges accumulated on the accounts and \$43,730 represents actual charges.

Total	Charges	Penalties
\$ 119,366	\$ 43,730	\$ 75,636
100%	36.6%	63.4%

FISCAL IMPACTS OF RECOMMENDATION

None expected. Each year, in accordance with generally accepted accounting principles, the City estimates a portion of the accounts receivable that will ultimately be uncollectible and reduces the anticipated revenue for that year accordingly. Charging off specific accounts will reduce the accounts receivable on the books for that account, but will also reduce the allowance for uncollectible accounts by the same amount.

RECOMMENDATION FOR CITY COUNCIL

Authorize the write-off of accounts deemed uncollectible by the City Treasurer in the amount of \$119,366 (\$43,730 in actual charges and \$75,636 in penalties) in outstanding delinquent utility accounts finalized and uncollected from 2007.

2007 UTILITYL ACCOUNTS

RECOMMENDED FOR CHARGE-OFF

Account	Total	Penalty	Charges	% penalty	Term Date
366705	\$ 2,100.26	\$ 1,445.31	\$ 654.95	68.82%	1/3/2007
80620	\$ 512.60	\$ 345.58	\$ 167.02	67.42%	1/16/2007
326205	\$ 1,303.52	\$ 961.24	\$ 342.28	73.74%	1/22/2007
367225	\$ 486.52	\$ 215.45	\$ 271.07	44.28%	1/22/2007
366021	\$ 1,768.75	\$ 1,210.22	\$ 558.53	68.42%	1/23/2007
152385	\$ 1,604.70	\$ 1,088.21	\$ 516.49	67.81%	1/26/2007
367085	\$ 1,323.20	\$ 899.21	\$ 423.99	67.96%	1/29/2007
366890	\$ 889.51	\$ 601.72	\$ 287.79	67.65%	1/29/2007
71410	\$ 202.12	\$ 16.60	\$ 185.52	8.21%	1/29/2007
363647	\$ 766.53	\$ 520.54	\$ 245.99	67.91%	1/30/2007
360089	\$ 259.74	\$ 188.32	\$ 71.42	72.50%	1/30/2007
367226	\$ 300.49	\$ 202.89	\$ 97.60	67.52%	2/1/2007
366020	\$ 1,545.88	\$ 1,041.85	\$ 504.03	67.40%	2/12/2007
366723	\$ 8,375.59	\$ 5,648.35	\$ 2,727.24	67.44%	2/21/2007
366722	\$ 16,147.34	\$ 10,846.26	\$ 5,301.08	67.17%	2/26/2007
359250	\$ 3,112.61	\$ 2,103.35	\$ 1,009.26	67.58%	2/26/2007
367584	\$ 1,009.38	\$ 684.82	\$ 324.56	67.85%	2/26/2007
367685	\$ 543.37	\$ 364.14	\$ 179.23	67.02%	2/26/2007
366556	\$ 1,722.55	\$ 1,155.69	\$ 566.86	67.09%	3/2/2007
367988	\$ 273.60	\$ 191.70	\$ 81.90	70.07%	3/2/2007
366874	\$ 3,385.02	\$ 2,276.61	\$ 1,108.41	67.26%	3/6/2007
367744	\$ 205.69	\$ 160.47	\$ 45.22	78.02%	3/9/2007
367716	\$ 2,586.85	\$ 1,732.89	\$ 853.96	66.99%	3/12/2007
367157	\$ 987.95	\$ 661.72	\$ 326.23	66.98%	3/14/2007
367251	\$ 1,891.67	\$ 1,270.15	\$ 621.52	67.14%	3/21/2007
366226	\$ 1,257.93	\$ 840.57	\$ 417.36	66.82%	3/27/2007
366019	\$ 993.49	\$ 664.40	\$ 329.09	66.88%	3/27/2007
367054	\$ 457.56	\$ 307.39	\$ 150.17	67.18%	3/27/2007
364733	\$ 222.58	\$ 166.44	\$ 56.14	74.78%	3/27/2007
367122	\$ 151.73	\$ 52.25	\$ 99.48	34.44%	4/2/2007
367145	\$ 535.06	\$ 355.29	\$ 179.77	66.40%	4/5/2007
367437	\$ 196.00	\$ 155.46	\$ 40.54	79.32%	4/9/2007
367400	\$ 628.39	\$ 267.79	\$ 360.60	42.62%	4/11/2007
365845	\$ 408.55	\$ 274.31	\$ 134.24	67.14%	4/11/2007
365718	\$ 1,055.54	\$ 701.84	\$ 353.70	66.49%	4/16/2007
367579	\$ 1,169.64	\$ 774.41	\$ 395.23	66.21%	4/27/2007
367542	\$ 1,548.79	\$ 1,025.41	\$ 523.38	66.21%	4/30/2007
130865	\$ 109.60	\$ 73.38	\$ 36.22	66.95%	5/3/2007
366554	\$ 608.60	\$ 400.10	\$ 208.50	65.74%	5/15/2007
349060	\$ 79.11	\$ 15.01	\$ 64.10	18.97%	5/16/2007
367473	\$ 701.24	\$ 462.57	\$ 238.67	65.96%	5/18/2007
363419	\$ 405.86	\$ 266.80	\$ 139.06	65.74%	5/22/2007
60090	\$ 1,459.59	\$ 814.90	\$ 644.69	55.83%	5/30/2007
363126	\$ 280.80	\$ 190.38	\$ 90.42	67.80%	5/30/2007

2007 UTILITYL ACCOUNTS

RECOMMENDED FOR CHARGE-OFF

Account	Total	Penalty	Charges	% penalty	Term Date
366878	\$ 34.58	\$ 4.00	\$ 30.58	11.57%	6/5/2007
364966	\$ 92.95	\$ 8.30	\$ 84.65	8.93%	6/6/2007
366959	\$ 455.17	\$ 296.35	\$ 158.82	65.11%	6/7/2007
359358	\$ 1,289.59	\$ 851.71	\$ 437.88	66.05%	6/8/2007
70970	\$ 957.86	\$ 597.00	\$ 360.86	62.33%	6/11/2007
366179	\$ 1,315.91	\$ 864.52	\$ 451.39	65.70%	6/13/2007
101165	\$ 2,133.78	\$ 1,403.32	\$ 730.46	65.77%	6/25/2007
367294	\$ 1,170.21	\$ 765.31	\$ 404.90	65.40%	6/25/2007
103070	\$ 273.66	\$ 37.80	\$ 235.86	13.81%	6/25/2007
367996	\$ 257.23	\$ 171.23	\$ 86.00	66.57%	6/25/2007
367456	\$ 1,316.83	\$ 871.99	\$ 444.84	66.22%	6/26/2007
368158	\$ 963.57	\$ 522.34	\$ 441.23	54.21%	6/28/2007
368067	\$ 239.83	\$ 166.28	\$ 73.55	69.33%	7/2/2007
368277	\$ 197.70	\$ 149.41	\$ 48.29	75.57%	7/3/2007
367384	\$ 832.96	\$ 540.84	\$ 292.12	64.93%	7/9/2007
366491	\$ 6,205.40	\$ 4,028.13	\$ 2,177.27	64.91%	7/16/2007
81637	\$ 251.86	\$ 163.85	\$ 88.01	65.06%	7/16/2007
365958	\$ 228.00	\$ 49.01	\$ 178.99	21.50%	7/18/2007
368112	\$ 1,204.72	\$ 779.48	\$ 425.24	64.70%	7/25/2007
80830	\$ 587.02	\$ 377.87	\$ 209.15	64.37%	8/2/2007
363570	\$ 339.20	\$ 222.59	\$ 116.61	65.62%	8/7/2007
367875	\$ 287.43	\$ 186.13	\$ 101.30	64.76%	8/8/2007
368245	\$ 460.39	\$ 296.44	\$ 163.95	64.39%	8/13/2007
366462	\$ 1,165.24	\$ 37.70	\$ 1,127.54	3.24%	8/21/2007
91315	\$ 344.93	\$ 222.31	\$ 122.62	64.45%	8/23/2007
361036	\$ 765.14	\$ 485.67	\$ 279.47	63.47%	9/4/2007
366512	\$ 571.47	\$ 217.36	\$ 354.11	38.04%	9/4/2007
365342	\$ 181.48	\$ 143.44	\$ 38.04	79.04%	9/6/2007
366884	\$ 323.04	\$ 207.50	\$ 115.54	64.23%	9/7/2007
368194	\$ 896.93	\$ 573.38	\$ 323.55	63.93%	9/13/2007
368271	\$ 180.76	\$ 134.79	\$ 45.97	74.57%	9/17/2007
366917	\$ 114.84	\$ 12.86	\$ 101.98	11.20%	9/18/2007
50928	\$ 250.02	\$ 174.10	\$ 75.92	69.63%	9/19/2007
321430	\$ 909.53	\$ 590.68	\$ 318.85	64.94%	9/24/2007
367558	\$ 246.89	\$ 157.17	\$ 89.72	63.66%	9/24/2007
367659	\$ 1,227.37	\$ 785.75	\$ 441.62	64.02%	10/1/2007
365920	\$ 867.36	\$ 532.88	\$ 334.48	61.44%	10/1/2007
364281	\$ 2,078.35	\$ 1,334.27	\$ 744.08	64.20%	10/2/2007
100372	\$ 1,432.45	\$ 918.13	\$ 514.32	64.10%	10/2/2007
368444	\$ 589.09	\$ 358.46	\$ 230.63	60.85%	10/2/2007
365714	\$ 2,970.37	\$ 1,912.32	\$ 1,058.05	64.38%	10/3/2007
367637	\$ 549.58	\$ 9.46	\$ 540.12	1.72%	10/4/2007
325352	\$ 524.49	\$ 335.67	\$ 188.82	64.00%	10/5/2007
368064	\$ 1,589.30	\$ 1,009.78	\$ 579.52	63.54%	10/9/2007

2007 UTILITYL ACCOUNTS
 RECOMMENDED FOR CHARGE-OFF

Account	Total	Penalty	Charges	% penalty	Term Date
367325	\$ 715.79	\$ 453.04	\$ 262.75	63.29%	10/9/2007
367931	\$ 882.35	\$ 558.10	\$ 324.25	63.25%	11/1/2007
40330	\$ 921.24	\$ 580.53	\$ 340.71	63.02%	11/6/2007
366790	\$ 1,119.41	\$ 704.06	\$ 415.35	62.90%	11/8/2007
365083	\$ 731.96	\$ 465.38	\$ 266.58	63.58%	11/19/2007
368448	\$ 504.35	\$ 315.71	\$ 188.64	62.60%	11/19/2007
368387	\$ 1,026.00	\$ 641.68	\$ 384.32	62.54%	11/20/2007
368487	\$ 447.03	\$ 152.38	\$ 294.65	34.09%	11/26/2007
100102	\$ 1,704.43	\$ 1,089.63	\$ 614.80	63.93%	11/28/2007
101320	\$ 1,077.46	\$ 677.08	\$ 400.38	62.84%	11/28/2007
367642	\$ 202.43	\$ 141.98	\$ 60.45	70.14%	12/13/2007
365206	\$ 1,201.11	\$ 735.73	\$ 465.38	61.25%	12/18/2007
368211	\$ 1,775.34	\$ 1,101.93	\$ 673.41	62.07%	12/20/2007
63050	\$ 1,221.57	\$ -	\$ 1,221.57	0.00%	12/26/2007
366127	\$ 658.13	\$ 404.30	\$ 253.83	61.43%	12/26/2007
368212	\$ 140.26	\$ 47.96	\$ 92.30	34.19%	12/26/2007
365602	\$ 587.27	\$ 417.06	\$ 170.21	71.02%	12/27/2007
TOTAL	\$ 119,366.11	\$ 75,636.12	\$ 43,729.99	63.36%	

A Total of 758 accounts were finalized in 2007 with 105 accounts being charged off resulting in an 86.15% collection rate. This figure does not take into account the still active utility accounts that were started in 2007 or accounts that had been terminated.



**Monthly Financial Report Summary (Unaudited)
for the period ending July 31, 2013**

General Fund Revenue Assumptions

Accruals: Local Sales & Use Taxes, Meals Taxes, Lodging Taxes and Ambulance Service Charges. The July Financial Report reflects includes revenue in July 2013 (the period in which the revenue was earned); however, the actual revenue was posted to the period received (August or September 2013).

General Fund Revenue Summary

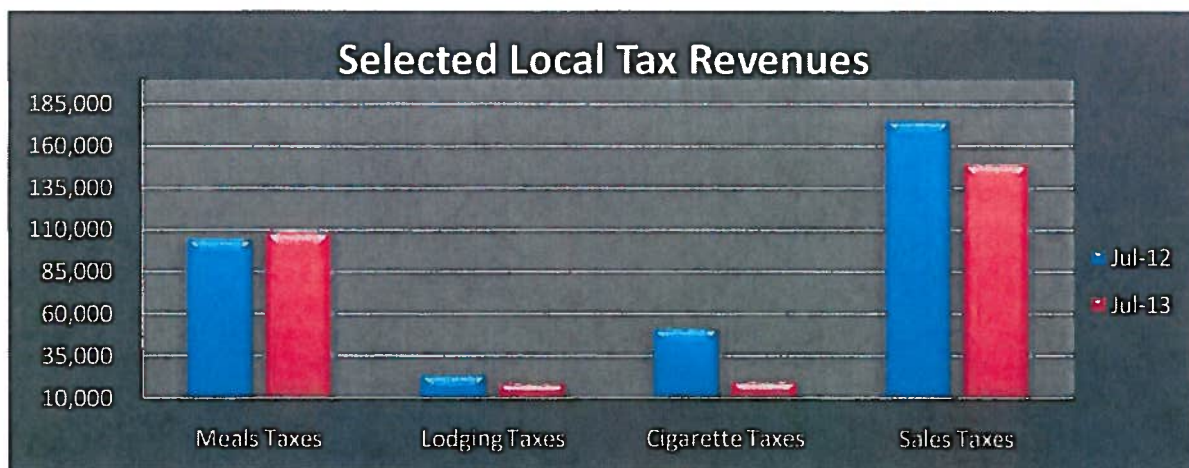
Property Tax Revenue

- The first month of Fiscal Year 2013-2014 reflects a favorable increase in general property taxes collections over the prior year period by \$36,000.

Local Taxes

- Local sales and use taxes reflect a 15% decrease from July 2012.
- Restaurant meals taxes increased 3.6% from July 2012.
- Cigarette tax sales were higher in July 2012 at \$50,600 versus \$19,430 sold in July 2013.
- Lodging taxes in July 2013 at \$18,106 is \$5,255 less than receipts in July 2012, a 22.4% decrease.

	Meals Taxes	Lodging Taxes	Cigarette Taxes	Sales Taxes	Total
Jul-12	104,186	23,361	50,609	174,751	352,907
Jul-13	107,975	18,106	19,430	148,913	294,424
Change \$	3,789	(5,255)	(31,179)	(25,838)	(58,483)
Change %	3.64%	-22.49%	-61.61%	-14.79%	-16.57%





Other Local Revenue

- Revenue from permits, fees and fines reflect an increase in the current account period from \$3,700 in July 2012 to nearly \$16,000 in July 2013 due to the consolidation of Southampton County Inspection Services.
- Charges for services reflect the budgeted reduction in general fund revenues associated with the transitioning to the separate Solid Waste Fund effective July 1, 2013. The general fund reported \$118,000 in solid waste collections in July 2013 as a result of payments made in the month of July for prior year (June 25th) billing. Effective August 1st, all revenue collected for solid waste services was reported in the Solid Waste Fund.
- Charges for services also include the administrative transfer from the City's Enterprise Funds to the General Fund; the budget and expenditures for FY13-14 increased as a result of accurate cost allocation and service charges for the newly established Solid Waste Fund.

General Fund Expenditure Summary

General Fund expenditures increased by \$148,000 or 23% from the prior year period. Legislative, General and Financial Administration increased primarily as a result of payroll liabilities; Fire & Rescue increased as expected in accordance to budgeted personnel expenses and Library expenses reflect the payment of the 1st quarter contribution in July 2013. Overall all, expenditures of \$928,000 were 6.74% of budget.

Water & Sewer Fund Summary

- Revenue from the sale of water and sewer service charges of \$251,000 at July 31 is in line with prior year revenue.
- Revenue is 8% of budget for both periods.
- Expenditures for the Fund are slightly less than prior year at \$69,000 compared to \$79,000 in the prior year period largely due to the decrease in transfers to the general fund.
- Operating expenses however, reflect an increase for water, sewer and wastewater operations.

Solid Waste Fund Summary

- The cash balance in the Solid Waste Fund at July 1, 2013 was \$191,478. The City transferred the June 30th balance of reserves set aside for recycling containers (\$87,478) and the capital reserve set aside in the General Fund budget in FY 12-13 (\$104,000) to the fund for beginning cash balance purposes.



- Revenue for the Solid Waste Fund will be recorded beginning with the August 2013 financial report as “billed revenue”. Revenue for solid waste services received in July 2013 was for the prior year service period (June 2013) and therefore credited to the City’s General Fund.
- Expenditures as shown at \$30,820 reflect operating expenses (\$15,140) plus the monthly budgeted transfer to the General Fund for administrative service charges (15,680).
- As a result, Cash in the Solid Waste Fund at the end of the month decreased by this amount. Including other adjustments, the cash balance at the end of July 2013 for the Fund is \$166,060.

Airport Fund Summary

- Fuel sales at July 31 were \$19,029, increasing over the prior year period.
- Other local revenue consists primarily of airport rental fees and is just slightly higher than the prior year period.
- Expenditures in July 2013 are \$24,000 less than July 2012 due to fuels purchases; no purchase was made in July 2013.

Electric Fund Summary

- Revenue in the Electric Fund represents one month of billed revenue at \$1.327 million. This is comparable to the same period in FY 2012-2013 which was \$1.33 million.
- Revenue from the sale of energy is nearly \$37,000 less than July 2012 which is mostly offset by an increase in the fuel adjustment.
- Expenditures associated with the sale of energy/fuel adjustment increased due to higher fuel adjustment rates. Energy for resale (paid in August for July services) is 14.3% less than July 2012.



CASH BALANCE

Cash in the Electric Fund at July 31 was \$642,085, essentially no change from the cash balance reported at June 30, 2013. However, this is a considerable increase over the balance reported in the Fund at the end of July 2012 (\$232,177).

A Look Ahead: Cash through August 2013 remained relatively the same. September ending cash balance is anticipated to show improvement increasing by an estimated \$60,000 or 9%.

Prior Year (Table 1)

Month	FY12-13	Revenue	Expenses	Month to Month Variance	Cash Balance	VMEA PAYMENTS
					\$ 365,374	
July		\$ 1,010,040	\$ (1,143,237)	\$ (133,197)	\$ 232,177	\$ (887,569)

Current Year (Table 2)

Month	FY13-14	Revenue	Expenses	Month to Month Variance	Cash Balance	VMEA PAYMENTS
					\$ 643,257	
July		\$ 1,124,201	\$ (1,125,373)	\$ (1,172)	\$ 642,085	\$ (816,474)

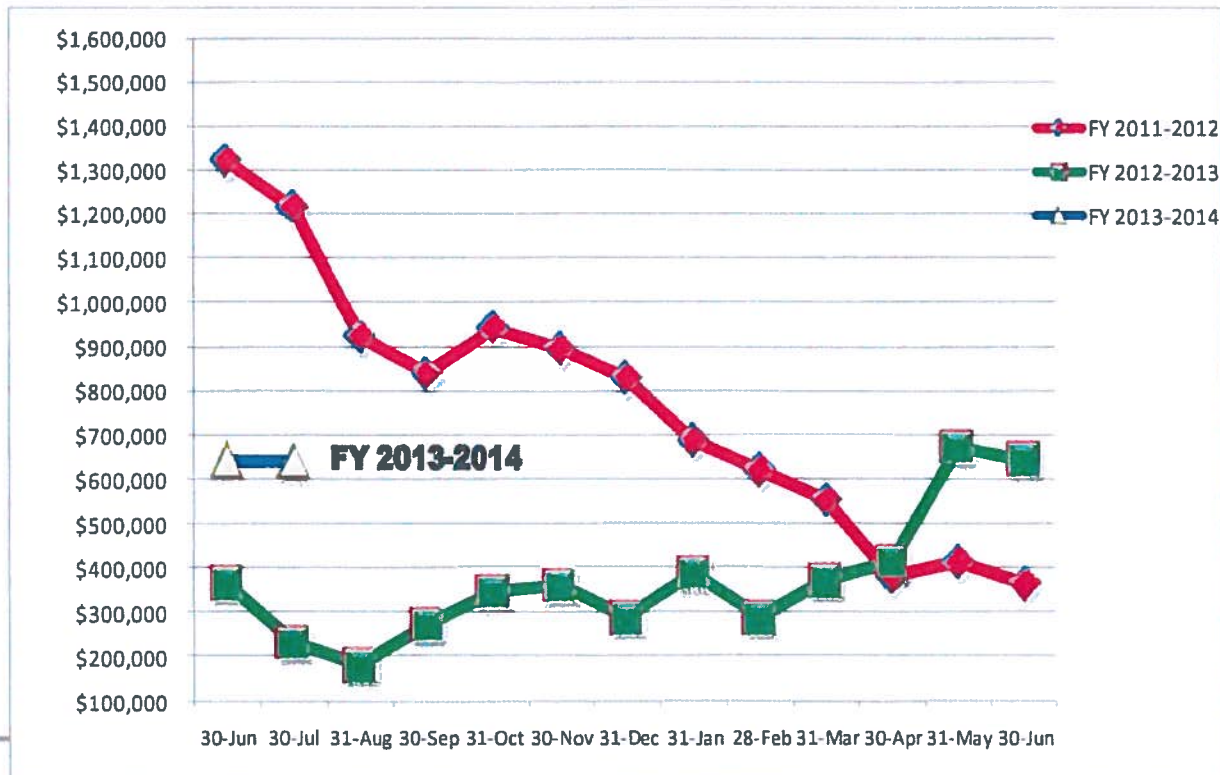




Chart 6.

FY 2013-2014 REVENUE BILLED VERSUS PAYMENTS COLLECTED ANALYSIS

	July	August
BILLING	\$ 1,313,838	\$ 1,230,838
TOTAL PAYMENTS*	\$ 1,065,604	\$ 1,233,896
VARIANCE	\$ (248,234)	\$ 3,058

***Payments applied are for any month, current or past due.**

Financial Report
Period Ending July 31, 2013 (Unaudited)

CITY OF FRANKLIN							
FISCAL YEAR 2013-14							
LOCAL TAX REVENUES							
REVENUE SOURCE	2013-2014 BUDGET	ACTUAL 7/31/2013	BUDGET %	2012-2013 BUDGET	ACTUAL 7/31/2012	BUDGET %	
Real Estate Taxes-Current	\$ 5,150,432	\$ 38,337	0.7%	\$ 5,141,289	\$ 24,954	0.5%	
Real Estate Taxes-Delinquent	175,000	22,171	12.7%	175,000	6,139	3.5%	
Personal Property Taxes-Current	1,325,000	-	0.0%	1,314,394	-	0.0%	
Personal Property Taxes-Delinquent	70,000	9,903	14.1%	95,000	8,274	8.7%	
Machinery & Tools	60,000	0	0.0%	60,000	0	0.0%	
Penalties & Interest Taxes	120,000	12,431	10.4%	120,000	7,615	6.3%	
Public Service Corporation Taxes	66,000	0	0.0%	61,000	0	0.0%	
GENERAL PROPERTY TAX	\$ 6,966,432	\$ 82,842	1.2%	\$ 6,966,683	\$ 46,982	0.7%	
Local Sales & Use Tax	\$ 1,725,000	\$ 148,913	8.6%	\$ 1,670,000	\$ 149,376	8.9%	
Consumer Utility Tax- Elec. & Water	543,000	49,713	9.2%	645,000	49,787	7.7%	
Business License Tax	930,500	-	0.0%	940,000	-	0.0%	
Motor Vehicle Licenses	172,000	2,594	1.5%	167,000	303	0.2%	
Cigarette Tax	300,000	19,430	6.5%	262,900	50,609	19.3%	
Restaurant Meals Tax	1,250,000	\$ 107,975	8.6%	1,250,000	120,441	9.6%	
Lodging Taxes	150,000	\$ 18,106	12.1%	140,000	23,361	16.7%	
Bank Stock	55,000	-	0.0%	62,000	-	0.0%	
Tax on Recordation & Wills	30,000	-	0.0%	30,000	-	0.0%	
Right of Way Use Fees	28,000	412	1.5%	30,000	320	1.1%	
Additional Taxes	-	\$ 326	0.0%	-	-	0.0%	
OTHER LOCAL TAXES	\$ 5,183,500	\$ 347,469	6.7%	\$ 5,196,900	\$ 394,197	7.6%	
TOTAL TAXES & LICENSES	\$ 12,149,932	\$ 430,311	3.5%	\$ 12,163,583	\$ 441,179	3.6%	
			1				

FINANCIAL REPORT AS OF JULY 31, 2013 - 1 Month = 8%

	2013-2014	ACTUAL	BUDGET	2012-2013	ACTUAL	BUDGET
REVENUE:	BUDGET	7/31/2013	%	BUDGET	7/31/2012	%
Taxes; Licenses	\$ 12,149,932	\$ 430,311	3.54%	\$ 12,163,583	\$ 441,179	3.63%
Permits, Fees, Fines	155,190	15,693	10.11%	125,225	3,752	3.00%
Use of Money & Property	247,757	8,124	3.28%	251,026	119,726	47.69%
Total Charges for Services	1,316,464	230,136	17.48%	2,625,187	192,571	7.34%
Misc & Recovered Costs	239,312	14,380	6.01%	185,500	18,866	10.17%
Isle of Wight Rev. Sharing	530,000	-	0.00%	-	-	0.00%
Total State Aid	3,799,462	-	0.00%	3,780,631	-	0.00%
Federal Aid	467,711	-	0.00%	16,595	-	0.00%
Proceeds Loans/Bonds	-	-	0.00%	-	-	0.00%
Total Current Revenue	\$ 18,905,828	\$ 698,644	3.70%	\$ 19,147,747	\$ 776,094	4.05%
EXPENDITURES:						
Operating Expense:						
Legislative, General & Financial	\$ 2,289,769	\$ 138,989	6.07%	\$ 2,106,302	\$ 118,519	5.63%
Elections, Courts, Sheriff	1,088,922	289,347	26.57%	1,068,095	289,048	27.06%
Law Enforcement	3,449,228	154,502	4.48%	3,479,845	140,226	4.03%
Fire and Rescue	2,122,920	92,458	4.36%	1,416,550	76,334	5.39%
Community Development	370,854	21,537	5.81%	368,392	19,751	5.36%
Streets	1,908,981	62,840	3.29%	1,841,405	50,201	2.73%
Garage	226,527	8,609	3.80%	190,400	7,081	3.72%
Refuse Collection & Disposal	-	-	0.00%	1,397,709	15,521	1.11%
Buildings and Grounds	974,339	52,585	5.40%	963,585	30,326	3.15%
Health	167,198	-	0.00%	166,173	-	0.00%
Parks and Recreation	600,458	34,227	5.70%	580,227	29,588	5.10%
Library	290,300	61,806	21.29%	283,723	832	0.29%
Planning & Beautification	167,883	8,258	4.92%	32,112	409	1.27%
Downtown Development	108,707	2,856	2.63%	105,516	2,600	2.46%
Subtotal- Operating Expenses	13,766,086	928,014	6.74%	14,000,034	780,435	5.57%
GENERAL FUND CONT'D						

EXPENDITURES:	2013-2014		ACTUAL		BUDGET		2012-2013		ACTUAL		BUDGET	
	BUDGET		7/31/2013	%	BUDGET	%	BUDGET		7/31/2012		BUDGET	%
Payments to Southampton Co.	\$ 650,000	\$	-	0.00%	\$ 650,000	0.00%	\$	-	\$	-	\$	0.00%
Non-Departmental Miscellaneous	40,000		3,207	8.02%	10,322	8.02%		(210)		(210)		-2.03%
Pass through Contributions	-		-	0.00%	-	0.00%		-		-		0.00%
Non-Departmental Debt Reserve	-		-	0.00%	242,151	0.00%		-		-		0.00%
Total Operating Expense	\$ 14,456,086	\$	931,221	6.44%	\$ 14,902,507	6.44%	\$	780,225	\$	780,225	\$	5.24%
Net Operating Income	\$ 4,449,742	\$	(232,577)	-5.23%	\$ 4,245,240	-5.23%	\$	(4,131)	\$	(4,131)	\$	-0.10%
TRANSFERS - IN:												
Transfer from Unappr Surplus	\$ -	\$	-	0.00%	\$ -	0.00%	\$	-	\$	-	\$	0.00%
Transfer from Electric Fund	1,409,891		117,491	8.33%	1,409,891	8.33%		117,491		117,491		8.33%
Use of Prior Year Fund Balance	643,174		-	0.00%	337,154	0.00%		-		-		0.00%
Use of Fund Bal Reserve for Debt	689,386		-	0.00%	876,222	0.00%		-		-		0.00%
Transfer W/S Debt Reserve	-		-	0.00%	157,915	0.00%		13,160		13,160		8.33%
Use of Restricted Fund Balance	-		-	0.00%	-	0.00%		-		-		0.00%
Transfer Electric Debt Reserve	-		-	0.00%	80,175	0.00%		6,681		6,681		8.33%
Total Transfers In	\$ 2,742,451	\$	117,491	4.28%	\$ 2,861,357	4.28%	\$	137,332	\$	137,332	\$	4.80%
To General Debt	\$ 498,604	\$	95,655	19.18%	\$ 543,689	19.18%	\$	103,129	\$	103,129	\$	18.97%
To School Debt	424,162		-	0.00%	727,579	0.00%		-		-		0.00%
To Water Fund	-		-	0.00%	-	0.00%		-		-		0.00%
To Electric Fund	-		-	0.00%	-	0.00%		-		-		0.00%
To Airport Fund	95,231		-	0.00%	86,897	0.00%		-		-		0.00%
To Education Fund	4,837,395		403,116	8.33%	4,980,153	8.33%		415,013		415,013		8.33%
To Education Fund-Carryover	643,174		-	0.00%	-	0.00%		-		-		0.00%
To Social Services Fund	397,338		-	0.00%	454,057	0.00%		-		-		0.00%
To Comprehensive Services Act	92,750		-	0.00%	151,584	0.00%		-		-		0.00%
To Economic Dev Incubator	78,539		-	0.00%	63,038	0.00%		-		-		0.00%
To Economic Dev Joint Fund	125,000		-	0.00%	100,000	0.00%		-		-		0.00%
Total Transfers Out	\$ 7,192,193	\$	498,771	6.93%	\$ 7,106,997	6.93%	\$	518,142	\$	518,142	\$	7.29%
NET INCOME	\$ -	\$	(613,857)	3	\$ -	3	\$	(384,942)	\$	(384,942)	\$	

WATER AND SEWER FUND												
REVENUES:	2013-2014		ACTUAL		BUDGET		2012-2013		ACTUAL		BUDGET	
	BUDGET		7/31/2013	%	BUDGET		7/31/2012	%	BUDGET		7/31/2012	%
Sale of Water	\$ 1,300,000	\$	106,554	8.20%	\$ 1,300,000	\$	109,931	8.46%	\$ 1,300,000	\$	109,931	8.46%
Sewer Service Charges	1,750,000		137,858	7.88%	1,750,000		142,711	8.15%	1,750,000		142,711	8.15%
Treatment Fees - Counties	70,000		6,565	9.38%	70,000		7,262	10.37%	70,000		7,262	10.37%
Other Revenues	250		51	20.40%	500		-	0.00%	500		-	0.00%
Total Current Revenue	\$ 3,120,250	\$	251,028	8.05%	\$ 3,120,500	\$	259,904	8.33%	\$ 3,120,500	\$	259,904	8.33%
EXPENDITURES:												
Operating Expense:												
Water System	\$ 1,167,962	\$	18,483	1.58%	\$ 1,137,758	\$	16,239	1.43%	\$ 1,137,758	\$	16,239	1.43%
Sewer System	558,796		10,019	1.79%	586,425		6,703	1.14%	586,425		6,703	1.14%
Treatment Plant	743,603		17,194	2.31%	727,520		11,734	1.61%	727,520		11,734	1.61%
Transfer to Gen Fund-Services	257,305		21,442	8.33%	346,361		28,863	8.33%	346,361		28,863	8.33%
Transfer to Gen Fund In Lieu Taxes	26,460		2,205	8.33%	26,460		2,205	8.33%	26,460		2,205	8.33%
Transfer to Gen Fund Debt Restruc	-		-	0.00%	157,915		13,160	8.33%	157,915		13,160	8.33%
Total Operating Expenses	\$ 2,754,126	\$	69,343	2.52%	\$ 2,982,439	\$	78,904	2.65%	\$ 2,982,439	\$	78,904	2.65%
<i>Net Operating Income</i>	\$ 366,124	\$	181,685	49.62%	\$ 138,061	\$	181,000	131.10%	\$ 138,061	\$	181,000	131.10%
TRANSFERS:												
Use of Prior Year Fund Balance	\$ -	\$	-	0.00%	\$ -	\$	-	0.00%	\$ -	\$	-	0.00%
Transfer from Unappropriated Surplus	\$ -	\$	-	0.00%	\$ -	\$	-	0.00%	\$ -	\$	-	0.00%
Transfer from General Fund	\$ -	\$	-	0.00%	\$ -	\$	-	0.00%	\$ -	\$	-	0.00%
Debt Service	\$ 366,124	\$	51,252	14.00%	\$ 138,061	\$	32,841	23.79%	\$ 138,061	\$	32,841	23.79%
Total Expenses	\$ 3,120,250	\$	120,595		\$ 3,120,500	\$	111,745		\$ 3,120,500	\$	111,745	
NET INCOME	\$ -	\$	130,433		\$ -	\$	148,159		\$ -	\$	148,159	
							4					

ELECTRIC FUND	2013-2014		ACTUAL		BUDGET		2012-2013		ACTUAL		BUDGET	
	BUDGET		7/31/2013	%	BUDGET	%	2012-2013	BUDGET	7/31/2012	%		
REVENUES:												
Sale of Energy	\$ 13,126,639	\$	1,179,558	8.99%	\$ 13,080,084		\$ 1,216,275					9.30%
Sale of Energy Fuel Adj	1,667,809		146,464	8.78%	1,346,515		121,604					9.03%
Other Revenue	257,297		20,927	8.13%	236,000		15,351					6.50%
Proceeds Loan/Bonds	-		94	0.00%	-		-					0.00%
Total Current Revenue	\$ 15,051,745	\$	1,347,043	8.95%	\$ 14,662,599		\$ 1,353,230					9.23%
EXPENDITURES:												
Energy for Resale (a)	\$ 8,891,025	\$	761,222	8.56%	\$ 9,095,800		\$ 888,916					9.77%
Energy for Resale Fuel Adj (a)	1,683,110		156,116	9.28%	1,359,260		134,455					9.89%
Other Expenses	1,471,551		50,512	3.43%	1,473,798		48,256					3.27%
Capital Outlay	297,000		230		335,000							
Reserve for Capital Expenditures	250,000				154,675							
Reserve for Cash Replenishment	323,908		-	0.00%	266,667		-					0.00%
Transfer to Gen Fund-Services	388,960		32,413	8.33%	325,945		27,162					8.33%
Transfer to Gen Fund In Lieu Taxes	59,282		4,940	8.33%	59,282		4,940					8.33%
Transfer to Gen Fund Debt Restruc	-		-	0.00%	80,175		6,681					8.33%
Total Operating Expenses	\$ 13,364,836	\$	1,005,433	7.52%	\$ 13,150,602		\$ 1,110,410					8.44%
Net Operating Income	\$ 1,686,909	\$	341,610	20.25%	\$ 1,511,997		\$ 242,820					16.06%
TRANSFERS:												
Transfer to General Fund	\$ 1,409,891	\$	117,491	8.33%	\$ 1,409,891		\$ 117,491					8.33%
Transfers from Unappropriated	-		-	0.00%	-		-					0.00%
Use of Unreserved Net Assets	-		-	0.00%	-		-					0.00%
Use of Prior Year Fund Balance	-		-	0.00%	-		-					0.00%
Transfer from General Fund	-		-	0.00%	-		-					0.00%
Total Transfers	\$ 1,409,891	\$	117,491	8.33%	\$ 1,409,891		\$ 117,491					8.33%
Debt Service	\$ 277,018	\$	30,580	11.04%	\$ 102,106		\$ 20,066					19.65%
Total Expenses	\$ 15,051,745	\$	1,153,504		\$ 14,662,599		\$ 1,247,967					
NET INCOME	\$ -	\$	193,539		\$ -		\$ 105,263					

			5		
<p><i>(a) Operating expenses for energy for resale and fuel adjustment costs reflect the August payment for the July 2013 Invoice billed in July but paid in August. Financial statements reflect one month of billed revenue (billed 7/25 for June 26-July 24 services) and one month of expenditures to more accurately reflect the Fund's cash position.</i></p>					

AIRPORT FUND	2013-2014		ACTUAL 7/31/2013	BUDGET %	2012-13		ACTUAL 7/31/2012	BUDGET %
	BUDGET	REVENUE			BUDGET	%		
Fuel Sales	\$ 177,232	\$ 19,029	\$ 177,232	10.74%	\$ 177,232	\$ 11,385	\$ 177,232	6.42%
Other Revenue	64,700	5,974	64,700	9.23%	64,700	5,442	64,700	8.41%
State Grants	3,000	-	26,000	0.00%	26,000	-	26,000	0.00%
Federal Grants	-	-	225,000	0.00%	225,000	-	225,000	0.00%
Total Current Revenue	\$ 244,932	\$ 25,003	\$ 492,932	10.21%	\$ 492,932	\$ 16,827	\$ 492,932	3.41%
EXPENDITURES:								
Operating Expenses	\$ 302,330	\$ 13,205	\$ 307,607	4.37%	\$ 307,607	\$ 37,908	\$ 307,607	12.32%
Capital Outlay	\$ 20,000	-	\$ 270,000	0.00%	\$ 270,000	-	\$ 270,000	0.00%
Total Operating Expenses	\$ 322,330	\$ 13,205	\$ 577,607	4.10%	\$ 577,607	\$ 37,908	\$ 577,607	6.56%
Net Operating Income	\$ (77,398)	\$ 11,798	\$ (84,675)	-15.24%	\$ (84,675)	\$ (21,081)	\$ (84,675)	24.90%
TRANSFERS:								
Transfer from Other Funds	\$ 95,231	-	\$ 86,897	0.00%	\$ 86,897	-	\$ 86,897	0.00%
Total Revenue	\$ 340,163	\$ 25,003	\$ 579,829		\$ 579,829	\$ 16,827	\$ 579,829	
Transfer to Other Funds	\$ 17,833	\$ 1,486	\$ 2,222	8.33%	\$ 2,222	\$ 185	\$ 2,222	8.34%
Net Transfers To/From								
Debt Service	\$ -	\$ -	\$ -	0.00%	\$ -	-	\$ -	0.00%
Total Expenses	\$ 340,163	\$ 14,691	\$ 579,829		\$ 579,829	\$ 38,093	\$ 579,829	
NET INCOME(LOSS)		\$ 10,312	\$ (21,266)			\$ (21,266)	\$ (21,266)	
				6				

SOLID WASTE FUND	2013-2014	ACTUAL	BUDGET	2012-13	ACTUAL	BUDGET
REVENUE:	BUDGET	7/31/2013	%	BUDGET	7/31/2012	BUDGET
						%
Waste Collection & Disposal Fees	\$ 1,390,831	\$ -	0.00%			
Miscellaneous Revenue	500	-	0.00%			
Total Current Revenue	\$ 1,391,331	\$ -				
EXPENDITURES:						
Operating Expenses	\$ 900,942	\$ 15,140	1.68%			
Capital Outlay	\$ 274,171	\$ -	0.00%			
Total Operating Expenses	\$ 1,175,113	\$ 15,140	1.29%			
Net Operating Income	\$ 216,218	\$ (15,140)	-7.00%			
TRANSFERS:						
Transfer from Other Funds	\$ -	\$ -	0.00%			
Total Revenue	\$ 1,391,331	\$ -				
Transfer to General Fund	\$ 188,162	\$ 15,680	8.33%			
Net Transfers To/From						
Debt Service	\$ 28,056	\$ -	0.00%			
Total Expenses	\$ 1,391,331	\$ 30,820				
NET INCOME(LOSS)		\$ (30,820)				
						7

CITY OF FRANKLIN
 FISCAL YEAR 2013-14
 CASH BALANCES - JULY 2013

FUND	CURRENT YEAR	PRIOR YEAR
General Fund	\$ 5,095,158	\$ 4,810,767
Fund SNAP Proceeds	\$ 1,046,705	\$ -
Total General Fund	\$ 6,141,863	\$ 4,810,767
Water & Sewer Fund	\$ 1,717,456	\$ 1,447,036
Fund SNAP Proceeds	\$ 372,521	\$ -
Total Water & Sewer Fund	\$ 2,089,977	\$ 1,447,036
Electric Fund	\$ 642,085	\$ 232,176
Fund SNAP Proceeds	\$ 660,968	\$ -
Total Electric Fund	\$ 1,303,053	\$ 232,176
Solid Waste Fund	\$ 166,060	
Airport Fund	\$ (69,190)	\$ (81,159)
TOTAL CASH FOR OPERATIONS	\$ 7,385,509	\$ 6,408,820
TOTAL CASH FOR CAPITAL PROJECTS	\$ 2,080,194	\$ -
TOTAL CASH	\$ 9,465,703	\$ 6,408,820



TO: Randy Martin, City Manager
 FROM: Melissa D. Rollins, Director of Finance
 RE: **General Fund Budget Amendments**

Budget Amendment #2013-26 – (FY 2012-2013)

A supplemental appropriation in the amount of \$24,000 is hereby requested to cover cost exceeding available appropriations in the FY 2012-2013 Fire & Rescue Budget. The request is to amend the budget by available revenues (ambulance billing charges for services rendered).

Required Council Action:

Amend the FY2012-2013 Fire & Rescue Budget by \$24,000 to reflect additional revenue received beyond budgeted appropriations for contractual service expenses.

Budget Amendment #2014-05 – (FY 2013-2014)

The City has received the following grant awards and donations in the current fiscal year:

- Litter Control Grant - \$6,366 – (Beautification)
- Byrne Justice Assistance Grant - \$6,056 (Police)
- Walmart Donation – Police Operations - \$1,000 (Police)

Required Council Action:

Amend the FY2013-2014 General Fund budget as outlined in the attached budget amendment to reflect the receipt of grants and donations received in FY 2013-2014 and appropriate the funds for expenditure.

In FY 2012-2013, City Council was notified of the Emergency A.T.S. Generator Hookup Grant received from the Virginia Department of Emergency Management through the Hazardous Mitigation Grant Program. The total grant is \$119,783 and the funding sources are as follows:

<u>AGENCY</u>	<u>AMOUNT</u>	<u>REVENUE</u>
FEMA	\$ 39,528	Federal
VDEM	\$ 15,571	State
<i>State & Federal</i>	<i>\$ 55,099</i>	<i>*Amount Amended to Budget</i>
City of Franklin (In-Kind)	\$ 64,684	Local
Total Grant Award	\$ 119,783	

Required Council Action: Amend the FY 2013-2014 budget (Community Development) to reflect unspent grant funds as outlined on the attached budget amendment and appropriate the funds for expenditure.

BUDGET AMENDMENT 2013-26

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2012-2013 City Budget is hereby amended as follows:

FUND 100 General Fund		Revenue	BUDGET FY 12-13	Amended Budget	Increase/ Decrease
General Fund Revenue					
16040	0002	Ambulance Charges - Recovered Cost	290,000	314,000	(24,000)
		TOTAL GENERAL FUND REVENUE			(24,000)
General Fund Expenditures					
32100	3190	Contractual Services	22,500	46,500	24,000
		TOTAL GEN. FUND EXPENDITURES	22,500	46,500	24,000

To appropriate additional revenue not budgeted to the FY 2012-2013 Fire & Rescue Budget for expenditures exceeding available appropriations during fiscal year 2012-2013.

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

Clerk to the City

Agenda
Franklin City Council
October 7, 2013

BUDGET AMENDMENT 2014-05

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2013-2014 General Fund Budget is hereby amended to recognize additional grant funds:

<u>GENERAL FUND</u>				
		2013-2014	Amended	Increase
		Budget	Budget	(Decrease)
7	Litter Control Grant	\$ -	\$ 6,366.00	\$ 6,366.00
12	Justice Assistance Grant		\$ 6,056.00	\$ 6,056.00
3041	Police Donations		\$ 1,000.00	\$ 1,000.00
124	Hazardous Mitigation Grant-State		\$ 15,571.00	\$ 15,571.00
24	Hazardous Mitigation Grant-Federal		\$ 39,528.00	\$ 39,528.00
	TOTAL REVENUE			\$ 68,521.00
<u>GENERAL FUND</u>				
5855	Beautification - Litter Control	\$ -	\$ 6,366.00	\$ 6,366.00
8010	Justice Assistance Grant Expenses		\$ 6,056.00	\$ 6,056.00
6010	Police Supplies	\$ 41,000.00	\$ 42,000.00	\$ 1,000.00
8010	Generator Hook Up Grant	\$ -	\$ 55,099.00	\$ 55,099.00
	TOTAL EXPENSES			\$ 68,521.00

**Additional revenue per attached grant/donation award notices.*

*Certified copy of resolution adopted by
Franklin City Council*

Clerk to the City Council



COMMONWEALTH of VIRGINIA

DEPARTMENT OF ENVIRONMENTAL QUALITY

Street address: 629 East Main Street, Richmond, Virginia 23219

Mailing address: P.O. Box 1105, Richmond, Virginia 23218

TDD (804) 698-4021

www.deq.virginia.gov

Douglas W. Domenech
Secretary of Natural Resources

David K. Paylor
Director

(804) 698-4000
1-800-592-5482

September 9, 2013

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

Dear Mr. Martin,

I am pleased to inform you that a grant award of \$6,366 has been approved for the City of Franklin Litter Prevention and Recycling Program activities for the period July 1, 2013 to June 30, 2014. A payment for this amount should be received within the next two weeks if funds can be transferred electronically (EDI) or in thirty days in processing by check is required.

If you have any questions or need additional information, please contact me at steve.coe@deq.virginia.gov or at 804-698-4029.

Sincerely,

G. Stephen "Steve" Coe

G. Stephen Coe
Division of Land Protection & Revitalization
Recycling and Litter Programs

Cc: Grant file



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

Garth L. Wheeler
Director

April 8, 2013

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, 13-N1186LO12

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 \$6,056.00 in federal funds. With the required local cash matching funds of \$673.00, your total award is \$6,729.00.

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 cursive script that reads "Garth L. Wheeler".

Garth L. Wheeler

Enclosures

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

Robert Porti

From: do-not-reply@wal-mart.com
Sent: Friday, July 26, 2013 5:16 PM
To: Robert Porti
Subject: Walmart Foundation Request ID 9700979

Dear Robert Porti,

The Walmart Foundation and Facility # 2705 are pleased to inform you that your organization has been selected to receive a grant through the Local Facility Giving Program in the amount of \$1,000.00. We believe that your organization is doing important work to the communities you serve, and we are proud that we are able to support you in your efforts.

Your grant payment will be awarded to you by check, and it will be sent to the address listed in your grant application. Your grant check will be issued within the next few weeks and mailed to your organization as quickly as possible.

Thank you for the work your organization does to create opportunities so people can live better.

Sincerely,

The Walmart Foundation

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COMMONWEALTH of VIRGINIA
Department of Emergency Management

MICHAEL M. CLINE
State Coordinator

JACK E. KING
Chief Deputy Coordinator

BRETT A. BURDICK
Deputy Coordinator

10501 Trade Court
Richmond, Virginia 23236-3713
(804) 897-6500
(TDD) 674-2417
FAX (804) 897-6506

February 19, 2013

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

RE: City of Franklin Emergency A.T.S. Generator Hookups
HMGP-4024-620-008

Dear Mr. Martin:

I am pleased to notify you that the Federal Emergency Management Agency has approved the project titled "City of Franklin Emergency A.T.S. Generator Hookups." The funds have been obligated through the Hazard Mitigation Grant Program. Attached you will find the grant award package. Please read all documents carefully prior to initiating your project. Your project cannot begin until the authorized agent has signed the grant award package. No reimbursements will be made until the award package is signed and received by the Virginia Department of Emergency Management. Please sign each of the two copies of the grant award package and return one to the attention of Robbie Coates, hazard mitigation coordinator.

Again, congratulations on approval of this project. If you have questions regarding this award or the implementation of your project, please contact Robbie Coates at (804) 897-9976 or by email at robert.coates@vdem.virginia.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael M. Cline".

Michael M. Cline

MMC/MWW/rsc

Enclosures

"Working to Protect People, Property and Our Communities"



COMMONWEALTH of VIRGINIA
Department of Emergency Management

MICHAEL M. CLINE
State Coordinator

JACK E. KING
Chief Deputy Coordinator

BRETT A. BURDICK
Deputy Coordinator

10501 Trade Court
Richmond, Virginia 23236-3713
(804) 897-6500
(TDD) 674-2417
FAX (804) 897-6506

Hazard Mitigation Grant Program
Grant Agreement
HMGP-4024-620-008

This Agreement is made as of this 19th day of February, 2013 by and between the Virginia Department of Emergency Management, hereinafter called "VDEM," and the City of Franklin herein after called the "Sub-grantee."

The parties to this Agreement, in consideration of the mutual covenants and stipulations set out herein, agree as follows:

(1) GENERAL PROVISIONS:

This Agreement is a sub-grant award of federal funds from VDEM to the sub-grantee. VDEM has received a grant from the Department of Homeland Security Federal Emergency Management Agency Hazard Mitigation Grant Program, Catalog of Federal Domestic Assistance Number 97.039. The sub-grantee shall implement the project as set forth in the grant Agreement documents. These documents consist of:

- (1) Executed Grant Agreement;
- (2) Scope of Work, Attachment A;
- (3) Project Budget, Attachment B;
- (4) Milestone Table, Attachment C; and
- (5) Grant Assistance Agreements and VDEM-FEMA General Terms and Conditions and Assurances; Attachment D.

State agencies acting as the sub-grantee shall report all federal funds received as part of this Agreement as federal pass-thru funds on their agency's Schedule of Federal Assistance.

Nothing in this Agreement shall be construed as authority for either party to make commitments, which will bind the other party beyond the Scope of Work contained herein. Furthermore, the sub-grantee shall assign, sublet or subcontract any work related to this Agreement or any interest it may have herein with full compliance with federal and state procurement regulations. The schedule of service set forth in the Scope of Work and Milestone Table shall be deemed to have been consented to, as required by the preceding sentence, upon the execution of this Agreement by VDEM.

(2) SCOPE OF WORK:

The sub-grantee shall provide the service to VDEM set forth and summarized in the Scope of Work (Attachment A) and Milestone Table (Attachment C). All deliverables shall conform to accepted standards and practices. If there is any change in the original Scope of Work, a formal request must be made to VDEM for review and approval prior to implementing the change. These attachments are consistent with the original VDEM-FEMA (Federal Emergency Management Agency) grant project application. The sub-grantee shall provide VDEM with quarterly reports and a final report on the progress of work set forth in the Scope of Work. The quarterly reports and final report shall contain the following components: (1) a narrative describing in detail the progress of the sub-grantee in fulfilling the provisions of the Scope of Work; (2) Reimbursement Requests as needed that itemize the expenses incurred by the sub-grantee, including separate columns for the federal, state, and the sub-grantee's matching contribution to the total cost of services as reflected in the Project Budget-Attachment B; and (3) the schedule of specific project tasks with target completion dates and actual completion dates (Milestone Table – Attachment C). The first quarterly report is due to VDEM at the end of the first complete quarter following the award of the grant.

<u>Reporting Period</u>	<u>Report Due to VDEM</u>
January 1 – March 31	no later than April 15
April 1 – June 30	no later than July 15
July 1 – September 30	no later than October 15
October 1 – December 31	no later than January 15

(3) TIME OF PERFORMANCE:

The services of the sub-grantee shall begin on the date of sub-grantee's signature of this document and terminate on **8-30-2015** unless otherwise altered through provisions of this Agreement or extended by written authorization of VDEM. Requests for time of performance extension must be received in writing by VDEM within 75 days of termination date with reasons for requested time of performance extension and a revised Milestone Table – Attachment C. All time limits stated are of essence of this Agreement. All funds must be obligated no later than the project completion date. The final request for reimbursement must be received no later than 60 days after the completion date for the project.

(4) COMPENSATION:

The total grant award from VDEM is **\$119,783** provided through the Hazard Mitigation Grant Program, Disaster 4024, Hurricane Irene. FEMA shall provide funds for the project identified in the Scope of Work (Attachment A) totaling **\$39,528**. VDEM shall provide funds for the project identified in the Scope of Work (Attachment A) totaling **\$15,571**. The sub-grantee agrees to provide a match in the amount of **\$64,682**. The sub-grantee is aware of and shall comply with cost-sharing requirements of federal and state mitigation grant assistance; specifically that federal assistance is limited to 33% of eligible expenditures, state assistance (as reimbursed through the Virginia Department of Emergency Management) is limited to 13% of eligible costs, and the sub-grantee shall provide from the sub-grantee's funds 54% of eligible costs. The non-federal funds must be from a non-federal funding source and can be completely fulfilled by in-kind services as long as financial records document them as such.

VDEM shall release the grant award to the sub-grantee on a cost-reimbursement basis upon receipt and approval of the sub-grantee's quarterly and final reports and deliverables as required by this Agreement or at other times agreed to by VDEM. Any cost overruns incurred by the sub-grantee during the time of performance shall be the responsibility of the sub-grantee. The sub-grantee shall spend the funds according to the specified categories of the contract budget. The sub-grantee shall use mitigation grant funds solely for the purposes for which these funds are provided and as approved by FEMA and VDEM. General policies for determining allowable costs are established in 44 Code of Federal Regulations (CFR), Part 13.22 (included in Attachment D) and the appropriate OMB circulars that identify cost principles for

different kinds of organizations. Minor shifts of the funds among categories by the sub-grantee, not to exceed 10% of any budget line item are permissible, but in no case can the total expenditures exceed the amount provided by this contract. Shifts in funds exceeding 10% among budget line items must be approved in writing by VDEM.

(5) ASSISTANCE:

VDEM agrees upon request of the sub-grantee to furnish, or otherwise make available to the sub-grantee, copies of existing non-proprietary materials in the possession of VDEM that are reasonably related to the subject matter of this Agreement and are necessary to the sub-grantee for completion of its performance under this Agreement. VDEM Recovery and Mitigation Division staff will provide technical support to the sub-grantee and make periodic site visits to monitor progress.

(6) ACKNOWLEDGEMENTS:

The role of the Virginia Department of Emergency Management (VDEM) and the Federal Emergency Management Agency (FEMA) must be clearly stated in all press releases, news articles, requests for proposals, bid solicitations, and other documents describing this project, whether funded in whole or part.

Acknowledgement of financial assistance, with VDEM and FEMA logos, must be printed on all reports, studies, web sites, and other products (including map products) supported, in whole or in part, by this award or any sub-award. The sub-grantee is responsible for contacting VDEM staff in adequate time to obtain the logo in camera-ready or digital form. The final draft must be approved by VDEM staff prior to production. The acknowledgement should read as follows:

This report was funded by the Federal Emergency Management Agency through the Virginia Department of Emergency Management via grant Agreement number HMGP-4024-620-008 for \$119,783.

(7) CREATION OF INTELLECTUAL PROPERTY:

To the extent that the copyright to any copyrightable material created pursuant to this Agreement is owned by the sub-grantee and/or the sub-grantee is empowered to license its use, VDEM agrees to grant to the sub-grantee, and hereby does grant to the sub-grantee, a license to use the materials so owned for public, not-for-profit purpose within the territory of the Commonwealth and shall execute and deliver such further documents as the Commonwealth may reasonably request for the purpose of acknowledging or implementing such license.

A copyright notice shall be placed in an appropriate location on any copyrightable material being distributed or published. Such notice shall include (1) either the symbol "©", the word "Copyright", or the abbreviation "Copr."; (2) the year of first publication; and (3) the name of the copyright owner (the Commonwealth of Virginia). This information shall be followed by the words, "all rights reserved."

(8) STRUCTURAL MITIGATION REQUIREMENTS:

Specific requirements must be adhered to for structural mitigation projects such as structural relocation, property acquisition and demolition and structural retrofitting or improvement as detailed in Attachment D. These requirements can include deed restrictions, operation and maintenance plans, and insurance requirements, as dictated by the specific grant and project requirements.

(9) BREACH AND TERMINATION:

In the event of breach by the sub-grantee of this Agreement, VDEM shall provide written notice to the sub-grantee specifying the manner in which the Agreement has been breached. If a notice of breach is given and the sub-grantee has not substantially corrected the breach within 60 days of receipt of the written notice, VDEM shall have the right to terminate the Agreement. The sub-grantee shall be paid for no service rendered or expense incurred after receipt of the notice of termination, except such fees and

expenses incurred prior to the effective date of termination that are necessary for curtailment of its work under the Agreement. Termination of this Agreement can occur as an effect of one of two results: First, as a result of the proper completion and closeout of this project. Second, termination may occur as a result of *Termination for Convenience* or other termination as allowed or required by 44 CFR for projects, which cannot be completed as described in the FEMA-approved grant project application and the Scope of Work – Attachment, herein. Communication of this decision and information related to the project termination will be provided to the sub-grantee in coordination with FEMA through registered mail.

IN WITNESS THEREOF the parties have caused this Agreement to be executed by the following duly authorized officials:

Sub-grantee:

Grantor:

Virginia Department of Emergency Management

By:

By:

 _____

Date:

Authorized Sub-grantee Signatory

Date:

19 Feb 13
State Coordinating Officer

Attachment A
HMGP-4024-620-008
Project Scope of Work

Project Sponsor: City of Franklin

Project Title: City of Franklin Emergency A.T.S Generator Hookups

Project Description from VDEM-FEMA HMGP application:

This project is to provide the required hook-ups, transformers, and connections for a new generator at the City's designated shelter at Franklin High School. The center is located in the northwestern section of the City and is in one of its highest ground elevations outside any flood prone areas. This project includes the manual transfer switches and safety fencing to protect a new 750KW generator, as well as all the wiring, equipment, and electrical components. The work will provide a new 2000 amp sub feed panel to provide power to the shelter's fire protection system, emergency lighting, kitchen appliances, and bathroom fixtures. The existing service provided by the current generator provides limited lightening and electrical service.

The project will also include the updating of the building service transformer at the school to accommodate the required voltage for the building's four wire system. A new emergency generator hookup is critical with respect to the loss of power as this project will provide a safe and cost-effective means of rapidly restoring power during critical shelter events. The City will also be working to either lease or purchase a new 750 KW generator. The shelter currently has an older surplus generator on site that is in need of replacement and the current electrical system at the school does not support a modern generator system. The City, which owns its own electric power company (Franklin Power and Light), will pay for all the wiring material and installation as its match.

The shelter is designed to serve the City of Franklin and, during some events, Southampton County and Isle of Wight County in times of need. These needs can range from protection from severe flooding on the Blackwater River to protection from winter weather conditions, and includes any component where a shelter may be critical to sustaining the life and health of the citizenry. The provision and assurance of electrical power to the City's shelter is a critical component of Franklin's emergency operations and planning. The designated shelter for the City of Franklin is its namesake Franklin High School. This building was selected as the primary shelter in the City based on its structural integrity, its ability to handle large crowds of people, adequate lavatory facilities, adequate kitchen facilities, ADA accessibility, and being approved by the Red Cross. By ensuring power continues to be available at this structure during a time of need, the City of Franklin is directly addressing some public health and safety concerns associated with emergency sheltering. The City is directly addressing the concerns associated with accountability to and for the public by ensuring a known facility will be available and usable at all times.



September 26, 2013

TO: Randy Martin, City Manager

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

RE: **School Capital Projects Fund FY 13-14 Budget Amendment**
School Fund Request for \$9,200 in Local Appropriation – Local Match State Grant

BUDGET AMENDMENT #2014-06

Attached is the required amendment to appropriate unspent funds received in FY 2012-2013 from the 2013 Virginia Public School Authority (VPSA) bond issue for School Capital Projects to the FY 13-14 budget.

Required Action by City Council – Amend the FY 2013-2014 School Capital Projects fund in the amount of \$1,905,600 to reflect the unspent VPSA bond proceeds for School Capital projects and appropriate the funds for expenditure in the FY 13-14 budget.

BUDGET AMENDMENT #2014-07

Attached is a request from the Franklin Public School System to amend the FY 2013-2014 Operating Budget to reflect the award of a School Security Equipment Grant for Franklin High and J.P. King Middle Schools. The grant award is \$36,800 (state funds) and requires a 25% local match (\$9,200) for a total of \$46,000.

The School System is requesting that the City appropriate additional funds to cover the \$9,200 local match requirement. The current FY 2013-2014 budgeted local appropriation to the School Division is as follows:

Local Appropriation	\$ 4,837,395
Re-Appropriation of Prior Year Carryover	\$ 643,174
Total FY 2013-2014 Budgeted Appropriation	\$ 5,480,569

City Council must decide whether to appropriate additional local funds for the required match. If authorized, the FY 2013-2014 budgeted local appropriation to the School System would increase to \$5,489,769.

Required Action by City Council: Decide whether to appropriate \$9,200 in local funds from the City to cover the required state match for the School Security Equipment Grant. If authorized, appropriate the funds from Council Contingency and amend the FY 2013-2014 School Budget in the amount of \$46,000 as outlined on the attached amendment.

BUDGET AMENDMENT 2014-06

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2013-2014 School Capital Project Fund is hereby amended to recognize prior year carryover and to appropriate such revenue for applicable use:

<u>REVENUE</u>			<u>School Capital Projects</u>	2013-2014 Budget	Amended Budget	Increase (Decrease)
251	41050	1000	Use of Restricted Fund Balance	\$ -	\$ 1,905,600	\$ 1,905,600
			TOTAL REVENUE			\$ 1,905,600
<u>EXPENSES</u>			<u>School Capital Projects</u>			
251	61000	7000	Bond Issuance Cost	\$ -	\$ 6,866	\$ 6,866
251	61000	7501	FHS Roof Repair	\$ -	\$ 628,000	\$ 628,000
251	61000	7502	JPK Roof Replacement	\$ -	\$ 898,565	\$ 898,565
251	61000	7503	Charles Street Gym	\$ -	\$ 14,895	\$ 14,895
251	61000	7504	Bleacher Replacement		\$ 43,758	\$ 43,758
251	61000	7505	Breezeway Enclosure		\$ 40,000	\$ 40,000
251	61000	7506	Bus Replacement	\$ -	\$ 81,140	\$ 81,140
251	61000	7507	HVAC Replacement JPK	\$ -	\$ 27,500	\$ 27,500
251	61000	7508	Oven Replacement	\$ -	\$ 75,716	\$ 75,716
		7509	Track Resurfacing	\$ -	\$ 89,160	\$ 89,160
			TOTAL EXPENSES			\$ 1,905,600

**To carry forward unspent appropriations for the completion of ongoing capital projects from the VPSA Bond Issue in the FY13-14 budget.*

*Certified copy of resolution adopted by
Franklin City Council*

Clerk to the City Council

BUDGET AMENDMENT 2014-07

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2013-2014 School Fund is hereby amended to recognize prior year carryover and to appropriate such revenue for applicable use:

<u>REVENUE</u>			<u>School Capital Projects</u>	<u>2013-2014 Budget</u>	<u>Amended Budget</u>	<u>Increase (Decrease)</u>
251	24000	203	Grant - School Security Equipment	\$ -	\$ 36,800	\$ 36,800
251	41050	100	Local Appropriation from City	\$ 4,837,395	\$ 4,846,595	\$ 9,200
251	24000	101	Local Re-Appropriation (Prior Year Carryover)	\$ 643,174	\$ 643,174	\$ -
			TOTAL REVENUE			\$ 46,000
<u>EXPENSES</u>			<u>School Capital Projects</u>			
251	60000	11	Technology	\$ 760,121	\$ 806,121	\$ 46,000
			TOTAL EXPENSES			\$ 46,000

**To amend the FY 2013-2014 Budget to reflect the award of a state School Security Grant in the amount of \$36,800. If authorized, increase the local contribution from the City to cover the 25% (\$9,200) local match requirement.*

*Certified copy of resolution adopted by
Franklin City Council*

Clerk to the City Council



FRANKLIN CITY PUBLIC SCHOOLS

207 West Second Avenue
Franklin, Virginia 23851-1713
(757) 569-8111 • Fax (757) 569-8078

TO: Mr. Randy Martin, City Manager

FROM: Dr. Michelle Belle, Superintendent

RE: FY 2014 Authorization to Request Appropriation

DATE: September 20, 2013

At the Franklin City Public Schools Board meeting on September 19, 2013, the following authorization requests for appropriations were approved:

- 2013-14 School Security Equipment Grant Program - \$36,800
- 2013-14 School Security Equipment Grant Program local match - \$9,200

In order to correctly account for these funds, the FY2013-2014 school budget must be increased by \$46,000. The amendments should be to the following revenue and expenditures:

Revenues

- Fund 250-24000-⁰²⁰³0202 \$ 36,800.00 - State Grants
- Fund 250-41050-0100 \$ 9,200.00 - Local Appropriation from City

Expenditures

- Fund 250-60000-0011 \$ 46,000.00 Technology

Please add the appropriation increase request to the next City Council meeting agenda. As always, my staff and I are available to you if you have any questions.

Cc: Melissa Rollins, Finance Director
Rachel Yates, Coordinator of Finance - FCPS



FRANKLIN CITY PUBLIC SCHOOLS

207 West Second Avenue
Franklin, Virginia 23851-1713
(757) 569-8111 • Fax (757) 569-8078

TO: Dr. Michelle Belle, Superintendent

FROM: Rachel Yates, Coordinator of Finance

RE: FY 2014 Authorization to Request Appropriation

DATE: September 19, 2013 *rey*

Franklin City Public Schools received the attached School Security Equipment Grant Program award letter in the amount of \$36,800. This grant is to be used to purchase and install security cameras at the middle and high schools and to supply storage for the video.

In order to correctly account for these funds, the FY2013-2014 school budget must be increased by \$46,000, which includes \$9,200 required local match.

Please add to the School Board meeting agenda for authorization to request appropriation. Following board approval we will request authorization for expenditure from City Council.

cc: School Board Clerk

Patrol

COPY



RECEIVED

SEP 10 2013

Office of the Superintendent
Franklin City Public Schools

COMMONWEALTH of VIRGINIA

Patricia I. Wright, Ed.D.
Superintendent of Public Instruction

DEPARTMENT OF EDUCATION
P.O. BOX 2120
Richmond, Virginia 23218-2120

Office: (804) 225-2023
Fax: (804) 371-2099

September 3, 2013

Dr. Michelle Belle
Division Superintendent
Franklin City Public Schools
207 W. Second Avenue
Franklin, VA 23851-2100

Dear Dr. Belle:

I am pleased to inform you that Governor Bob McDonnell has awarded Franklin City Public Schools a total of \$36,800.00 from the 2013-14 School Security Equipment Grant Program authorized by the 2013 General Assembly and recommended by the Governor's Taskforce on School and Campus Safety. The grant award number assigned to this award is 13001-135. These funds are approved for the purchase and installation of the school security equipment requested on the applications for the approved schools shown below:

Franklin High
J. P. King, Jr. Middle

Reimbursements from the state grant will be made only for qualified and approved items purchased on or after September 3, 2013. The equipment must be purchased within six months of the September 3, 2013, date, or by March 3, 2014. A local match of 25 percent of the state grant award is required. The local match should also be spent by the March 3, 2014, deadline.

The state grants will be disbursed on a cost reimbursement basis only. Reimbursement payments will be issued to the division within 30 days of the grant account administrator receiving notification from the Department of Education of approved reimbursements. As this grant is funded with proceeds from notes issued by the Virginia Public School Authority, adherence to program requirements will be strictly enforced. The period of the award is September 3, 2013, through June 30, 2014, and the state funds must be requested for reimbursement during this period.



TO: Randy Martin, City Manager

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

RE: **General Fund Budget Transfer Request – Public Works
Budget Amendment Request – Smart Beginnings**

Budget Amendment #2014-08 – (FY 2013-2014)

Attached please find a request from Russ Pace, Public Works Director requesting the transfer of funds from the City's Solid Waste (Enterprise) Fund to the Public Works – Building Maintenance Division (General Fund) in the amount of \$10,000. This will enable the department to utilize contractual services for the upkeep and maintenance of grounds to various City buildings and other City properties. Another \$3,000 is needed to cover the services from November 1 through the end of the fiscal year; however, these funds are available within the building and grounds maintenance budget.

The \$10,000 available in the Solid Waste Fund is the result of vacancies; however, Building and Grounds Maintenance staff has been supplementing the necessary labor for continued solid waste operations.

Russ Pace, Public Works Director will be at the meeting to answer any questions Council may have regarding this request.

Required Action from Council:

Decide whether to authorize the transfer of \$10,000 from the Solid Waste Fund to the General Fund (Public Works-Building Maintenance) and appropriate the funds for expenditure.

Budget Amendment #2014-09 – (FY 2013-2014)

Attached please find a request from Ellen Couch, Director of Smart Beginnings to amend the FY 2013-2014 budget to reflect the receipt of additional carryover from FY 2012-2013 in the amount of \$2,566 and grant funds from Green Mountain Coffee in the amount of \$15,000 for a total amendment to the budget of \$17,566. (The estimated prior year carryover of \$100,000 was previously approved).

Required Action from Council:

Decide whether to amend the FY 2013-2014 Smart Beginnings Budget to reflect the receipt of additional prior year carryover (\$2,566) and grant funds (\$15,000) and to appropriate the funds for expenditure.

BUDGET AMENDMENT 2014-08

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2013-2014 General Fund Budget is hereby amended to recognize additional transfer from Other City funds:

				2013-2014	Amended	Increase
				Budget	Budget	(Decrease)
<u>SOLID WASTE FUND</u>						
502	42300	1101	Salaries & Wages	\$ 193,415.00	\$ 183,415.00	\$ (10,000.00)
502	93100	100	Transfer to General Fund Services	\$ 188,162.00	\$ 198,162.00	\$ 10,000.00
						\$ -
<u>GENERAL FUND</u>						
100	16095	502	Charges for Services	\$ 188,162.00	\$ 198,162.00	\$ (10,000.00)
100	42300	3330	Contractual Services	\$ 52,000.00	\$ 62,000.00	\$ 10,000.00
						\$ -

**To reflect the transfer of funds from the Solid Waste Fund to the General Fund, amend the FY 13-14 General Fund budget (Public Works Building Maintenance) and appropriate the additional funds for expenditure.*

*Certified copy of resolution adopted by
Franklin City Council*

Clerk to the City Council

BUDGET AMENDMENT 2014-09

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2013-2014 City Budget is hereby amended to recognize revenues and to appropriate such revenue for expenditure.

REVENUE			SMART BEGINNINGS	2013-2014	Amended	Increase
				Budget	Budget	(Decrease)
204	18990	99	Miscellaneous Income	\$ 169,700	\$ 172,266	\$ 2,566
204	18990	100	Grant - VECF	\$ 5,000	\$ 5,000	\$ -
204	18990	101	Grant - Obici Health Foundation	\$ 16,000	\$ 16,000	\$ -
204	18990	105	Grant-Franklin Southampton Charities	\$ 45,000	\$ 45,000	\$ -
204	18990	106	Grant - Green Mountain Coffee	\$ -	\$ 15,000	\$ 15,000
204	18990	103	Grant VSQI/DSS Funds	\$ 50,000	\$ 50,000	\$ -
204	41050	200	Prior year (FY13) Carryover	\$ -	\$ -	\$ -
			TOTAL REVENUE	\$ 285,700	\$ 303,266	\$ 17,566
EXPENSES			SMART BEGINNINGS			
204	53110	1101	Salaries & Wages-Regular	\$ 81,974	\$ 81,974	\$ -
204	53110	1300	Salaries & Wages -Part Time	\$ 48,000	\$ 50,300	\$ 2,300
204	53110	2100	FICA	\$ 23,425	\$ 23,425	\$ -
204	53110	2210	Retirement -VRS	\$ 15,500	\$ 15,500	\$ -
204	53110	2400	Group Life Insurance - VRS	\$ 975	\$ 975	\$ -
204	53110	2720	Workmen's Compensation	\$ 100	\$ 100	\$ -
204	53110	3160	Professional Services	\$ 5,000	\$ 5,000	\$ -
204	53110	3500	Printing & Binding	\$ 5,000	\$ 5,000	\$ -
204	53110	3600	Advertising	\$ 1,000	\$ 1,000	\$ -
204	53110	5210	Postal Services	\$ 1,000	\$ 1,000	\$ -
204	53110	5230	Telecommunications	\$ 2,500	\$ 2,500	\$ -
204	53110	5421	Rental	\$ 15,000	\$ 15,000	\$ -
204	53110	5550	Travel	\$ 10,000	\$ 10,000	\$ -
204	53110	5560	Mileage	\$ -	\$ -	\$ -
204	53110	5810	Dues & Memberships	\$ 1,500	\$ 1,500	\$ -
204	53110	5840	Miscellaneous	\$ 30,726	\$ 30,726	\$ -
204	53110	6001	Office Supplies	\$ 3,000	\$ 3,000	\$ -
204	53110	6013	Education supplies	\$ 5,000	\$ 5,266	\$ 266
204	53110	6030	Public Awareness	\$ 3,000	\$ 3,000	\$ -
204	53110	6031	Food Services & Supplies	\$ 3,000	\$ 3,000	\$ -
204	53110	6032	Special Projects	\$ 30,000	\$ 45,000	\$ 15,000
			TOTAL EXPENSES	\$ 285,700	\$ 303,266	\$ 17,566

*Certified copy of resolution adopted by
Franklin City Council*

Clerk to the City Council

Agenda
Franklin City Council
October 7, 2013

Smart Beginnings WT

FY 2014 Budget

Budget Items	Amount Budgeted :
Salaries:	
1101 Executive Director	64974
1300 Exe. Asst.	17000
1300 Mentors (4)	42300
1300 Outreach Worker (1)	8000
Benefits:	40000
5210 Postage:	1000
3600 Advertising	1000
5421 Rent/Utilities:	15000
5840 MISC	30726
5230 Phone/Telecommunication:	2500
6013 Educational Supplies	5266
3500 Printing:	5000
6030 Public Awareness	3000
5550 Travel:	10000
6031 Food/Meeting Supplies	3000
6001 Office Supplies:	3000
5810 Dues:	1500
3160 Consultants	5000
6032 Projects: (QRIS,Raising a Reader Wkshps,Trainingetc.)	45000
	303266
Total Budget: 7/1/13-6/30/14	
Revenue 7/1/12-6/30/13	
Obici Foundation	16000
VECF Sustaining Funds	5000
Locality Funds (3) {IW: 31250}	29700
Locality Funds (3) {Southampton}	25000
Locality Funds Franklin	15000
MISC (Carryover)	102566
F/S Charities	45000
VSQI/DSS Funds	50000
Green Mountain Coffee	15000
Total Revenue	303266



September 26, 2013

TO: Randy Martin
City Manager

FROM: Melissa D. Rollins 
Director of Finance

RE: GASB 54 Fund Balance Classifications

Attached please find information relative to the City's requirement to assign fund balance in the General Fund in accordance with GASB Statement #54:

- (1) Explanation of each of the five classifications identified in the City's Financial Statements and the amount designated for each.
- (2) An evaluation of the City's Fund Balance policy at June 30, 2013.

The required action from City Council would be to approve the assignment of fund balance in accordance with GASB Statement #54 for each classification as shown in the attached.



GASB 54 FUND BALANCE CLASSIFICATIONS

GASB-54 requires local governments to focus on the constraints imposed upon resources when reporting fund balance in governmental funds. The following five classifications are displayed on the City's Balance Sheet:

Non-spendable Fund Balance – Fund balance reported as “non-spendable” represents fund balance that is (a) not in a spendable form such as prepaid items or (b) legally or contractually required to be maintained intact such as an endowment. The Long Term Receivable Due from the Airport is **Non-spendable Fund Balance - \$969,874**

Restricted Fund Balance – Fund balance reported as “restricted” consist of amounts that can be spent only on the specific purposes stipulated by law or by the external providers of those resources. (1) The grant awarded by the State for maintenance and upkeep of the Chowan River Gauge is restricted for that purpose and is classified as restricted fund balance (\$13,950); and (2) the loan proceeds for the new money projects are restricted for capital projects (\$1,056,3012) is classified as restricted fund balance. Total **Restricted Fund Balance - \$1,070,252.**

Committed Fund Balance – Fund balance reported as “committed” are self-imposed limitations set in place prior to the end of the fiscal period. These amounts can be used only for the specific purposes determined by a formal action of the City Council, which is the highest level of decision-making authority, and that require the same level of formal action to remove the constraint. City Council approved **\$643,174** in fund balance to fund the School Division FY 13-14 budget (FY12 Re-appropriation. **Committed Fund Balance is \$643,174.**

Assigned Fund Balance – Fund balance reported as “assigned” consists of amounts that are subject to a purpose constraint that represents an intended use established by management. Formal action is not necessary to impose, remove, or modify a constraint in Assigned Fund Balance. Additionally, this category is used to reflect the appropriation of a portion of existing fund balance to eliminate a projected deficit in the subsequent year's budget: (1) The Debt Service Restructuring reserve in the amount of \$1,616,795, (2) the reserve funds for recycling containers in the amount of \$87,478, (3) capital reserve funds established for solid waste services in the amount of \$104,000, (4) re-appropriation of (FY13) funds not used for governmental operations in the amount of \$16,416 and (4) funds remaining for street paving and drainage projects in the amount of \$541,459 is classified as **Assigned Fund Balance. The total amount for this category is \$2,366,148.**

Unassigned Fund Balance – Fund balance reported as “unassigned” represents the residual classification of fund balance and includes all spendable amounts not contained within the other classifications. This amount is used for monitoring the City's “fund balance” financial policy. The projected amount of **Unassigned Fund Balance at June 30, 2013 is \$3,848,195.**

**Anticipated Fund Balances Under GASB 54
City of Franklin
For Fiscal Year Ended June 30, 2013**

Non-spendable		
Due from airport		\$969,874
Total Non-Spendable:		<u>\$969,874</u>
Restricted:		
Public Safety - Chowan River Gauge Funds		13,950
Use of Loan Proceeds – New Money Projects		1,056,302
Total Restricted:		1,070,252
Committed:		
Unspent FY12 School appropriations carried forward for FY14 budget		643,174
Total Committed		643,174
Assigned:		
Debt Restructuring Reserve		1,616,795
Public Works Streets Paving & Drainage		541,459
Recycle Container Reserves		87,478
Unspent FY13 General Fund appropriations carried forward to FY14 budget		16,416
Capital Reserve-Refuse Collection		<u>104,000</u>
Total Assigned		2,366,148
Unassigned:		
(Assuming FY13 fund balance)		\$3,848,195

Fund Balance Summary

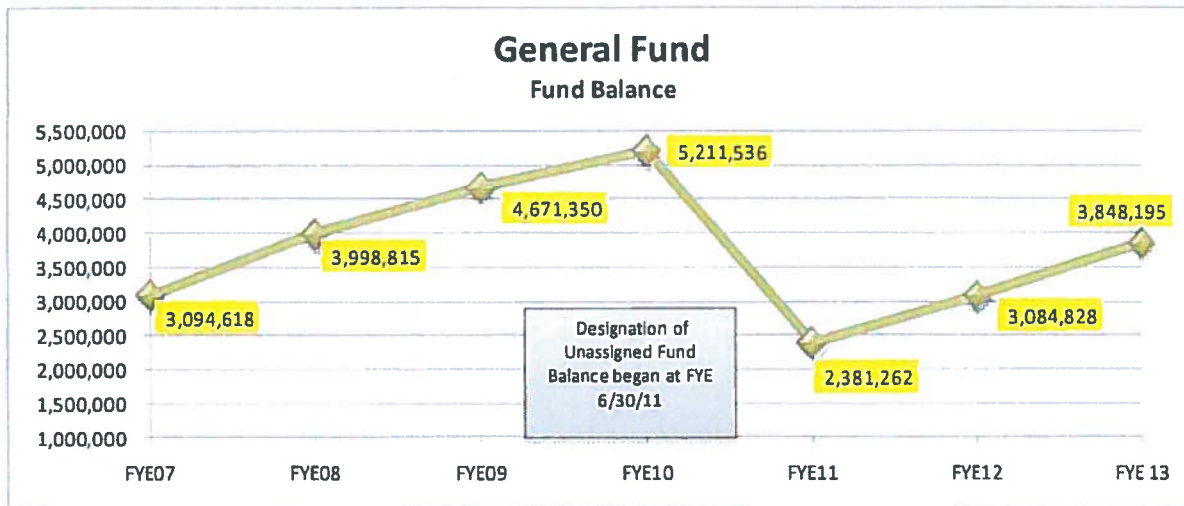
June 30, 2013 Fund Balance	\$	8,897,643
Less:		
Non Spendable	\$	(969,874)
Restricted	\$	(1,070,252)
Committed	\$	(643,174)
Assigned	\$	<u>(2,366,148)</u>
Total	\$	(5,049,448)
Unassigned	\$	3,848,195

Fund Balance Policy Evaluation

	FYE 2012	FYE 2013
Budgeted Annual Expenditures	\$ 22,155,783	\$ 22,009,504
<i>Policy: Minimum of 15% of budgeted annual expenses</i>	<u>\$ 3,323,367</u>	<u>\$ 3,301,426</u>
FYE 6/30 Unassigned Fund Balance	\$ 3,084,828	\$ 3,848,195
Amount Below/Above Policy Guidelines	\$ (238,539)	\$ 546,770
<i>Fund Balance as a Percentage of Budgeted Expenditures</i>	-7.18%	16.56%

Growth Analysis

FYE June 30, 2013	\$ 3,848,195
FYE June 30, 2012	\$ 3,084,828
Unassigned Fund Balance Growth (\$)	\$ 763,367
Unassigned Fund Balance Growth (%)	24.75





October 7, 2013

To: Randy Martin
City Manager

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

Re: **USDA Community Facilities Grant**

The City of Franklin Police Department is eligible for grant funds from the United States Department of Agriculture (USDA) in the amount of \$24,970 to use for the acquisition of a police vehicle and equipment. Grant conditions require a resolution from City Council which in essence (1) states that Council adopts and agrees to abide by the covenants in the grant agreement, documents and forms to be executed and (2) authorizes the City Manager to act on the behalf of City Council to execute all documents required in obtaining the financial award.

The total project cost is \$45,400 of which 45% or \$20,430 is the local match requirement from the City. The Police Department will utilize funds available within budgeted appropriations to cover the local match.

Required Action from City Council:

Adopt the Resolution as required from USDA.

**RESOLUTION OF GOVERNING BODY OF
THE CITY OF FRANKLIN**

The governing body of the City of Franklin, consisting of _____ members, in a duly called meeting held on the _____ day of _____, 2013 at which a quorum was present RESOLVED as follows:

BE IT HEREBY RESOLVED that, in order to facilitate obtaining financial assistance from the United States of America, United States Department of Agriculture, Rural Development (the Government) in the purchase of a police vehicles and equipment to serve the community, the governing body does hereby adopt and abide by the covenants contained in the agreements, documents, and forms required by the Government to be executed.

BE IT FURTHER RESOLVED that the City Manager of the City of Franklin be authorized to execute on behalf of the City Council the above-referenced agreements and to execute such other documents including, but not limited to, debt instruments and security instruments as may be required in obtaining the said financial assistance.

This Resolution, along with a copy of the above-referenced documents, is hereby entered into the permanent minutes of the meetings of this Council.

City of Franklin

By: _____

Attest: _____

CERTIFICATION

I hereby certify that the above resolution was duly adopted by the City Council of the City of Franklin in a duly assembled meeting on the _____ day of _____, 2013.

Secretary/Clerk

OLD/NEW BUSINESS

A. City Manager's Report

October 7, 2013

FRANKLIN CITY COUNCIL AGENDA

COUNCIL/STAFF REPORTS ON BOARDS AND COMMISSIONS