



**Franklin City Council Agenda  
June 12, 2023  
Council Chambers  
207 West Second Avenue  
Franklin, Virginia 23851**

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

**CALL TO ORDER. . . . . MAYOR BOBBY CUTCHINS  
PLEASE TURN OFF CELL PHONES. . . . . MAYOR BOBBY CUTCHINS  
PLEDGE OF ALLEGIANCE  
CITIZEN'S TIME  
AMENDMENTS TO AGENDA**

- 1. CONSENT AGENDA:**
  - A. Approval of May 22, 2023 and June 5, 2023 minutes
  - B. Introduction of New Employees
  - C. STAR Performer Award
  
- 2. FINANCIAL MATTERS**
  - A. Budget Amendment 2023-20
  
- 3. OLD/ NEW BUSINESS:**
  - A. Franklin City School Board Ward 1 and Ward 3 Appointments
  - B. Juneteenth Update
  - C. City Manager's Report
  
- 4. COUNCIL/STAFF REPORTS ON BOARDS/COMMISSIONS**
  
- 5. ADJOURNMENT**

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# Regular City Council Meeting Minutes May 22, 2023

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## Call to order

The Franklin City Council held a regular City Council meeting on May 22, 2023 at 7:00 p.m. in the City Council Chambers located at 207 West Second Avenue, Franklin, Virginia 23851.

Council Members in Attendance: Robert “Bobby” Cutchins, Mayor; Wynndolyn Copeland, Vice-Mayor; Councilman Linwood Johnson; Councilwoman Jessica Banks; Councilman Mark Kitchen; Councilman Ray Smith; Councilman Gregory McLemore (7:04 P.M.).

Council Members not in Attendance:

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

Other Staff in Attendance: Steve Patterson, Chief of Police; Robert Porti, Deputy Chief of Police; Patrick Wilson, Lieutenant; Vernie Francis; Chief of EMS; Carlee Gurskiy, Director of Community Development; Zach Wright, Director of Power & Light; Dinah Babb, Treasurer; Chad Edwards, Director of Public Works; Matthew Jezierski, Director of IT; Sarah Rexrode, Director of Social Services; Camara Jacobs, Director of Human Resources; Sammara Bailey, Director of Parks & Recreation.

## Citizen’s Time

**No one signed up for Citizen’s Time.**

## Amendments to Agenda

**No amendments to agenda.**

## Consent Agenda:

A. Approval of May 8, 2023 Meeting Minutes

Mayor Bobby Cutchins asked if there were any corrections or additions for the May 8, 2023 meeting minutes. Mayor Bobby Cutchins entertained a motion to approve the May 8, 2023 meeting minutes as presented. Councilman Linwood Johnson made a motion to approve the May 8, 2023 meeting minutes with a second from Vice-Mayor Wynndolyn Copeland.

**The motion carried the vote 6-0**

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>

<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Absent</b>

Mayor Bobby Cutchins affirmed the motion carried.

**B. Governor’s Environmental Excellence Award**

City Manager Amanda Jarratt stated the City of Franklin was nominated and the recipient of the Governor’s Environmental Excellence award and former Mayor Frank Rabil is here to present the award and provide a little background.

Former Mayor Frank Rabil stated recently he was invited in honor to attend the award ceremony to represent the City. The Environmental Excellence award is based on the successfully and innovative efforts to improve the Virginia environment. The awards are given in three different levels: bronze, silver, and gold. Former Mayor Frank Rabil is pleased to present the highest level, the gold Environmental Excellence award to the City of Franklin for the Blackwater Park and encourage everyone to go out and enjoy what Blackwater Park has to offer.

**C. National Public Works Week Resolution #2023-17 (Read by Councilman Mark Kitchen)**



National Public Works Week  
 May 21<sup>st</sup> – 27<sup>th</sup>, 2023  
 Resolution #2023-17

**WHEREAS**, Public Works professional focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of the City of Franklin, Virginia; and

**WHEREAS**, these infrastructure, facilities and services could not be provided without the dedicated efforts of Public Works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and

**WHEREAS**, it is the public interest for the citizens, civic leaders and children in the City of Franklin, Virginia, to gain knowledge of and to maintain an ongoing interest and understanding of the importance of Public Works and Public Works programs in their respective communities; and

**WHEREAS**, the year 2023 marks the 63<sup>rd</sup> annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Work Association’

**BE IT NOW RESOLVED**, I, Mayor Robert “Bobby” Cutchins, do hereby designate the week of May 21<sup>st</sup>-27<sup>th</sup>, 2023 as National Public Works Week. I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our Public Works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

Signed this 22<sup>nd</sup> day of May 2023.

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

Mayor Bobby Cutchins entertained a motion to approve resolution #2023-17. Councilman Ray Smith made a motion to approve resolution #2023-17 with a second from Vice-Mayor Wynndolyn Copeland.

**The motion carried the vote 7-0**

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>

Mayor Bobby Cutchins affirmed the motion carried.

D. Emergency Medical Services Week Resolution #2023-18 (Read by Vice-Mayor Wynndolyn Copeland)



Emergency Medical Services Week  
 May 21<sup>st</sup> – 27<sup>th</sup> 2023  
 Resolution #2023-18

**WHEREAS**, Emergency Medical Services is a vital public service; and

**WHEREAS**, the members of Emergency Medical Services teams are ready to provide life-saving care to those in need 24 hours a day, seven days a week; and

**WHEREAS**, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

**WHEREAS**, Emergency Medical Services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

**WHEREAS**, the Emergency Medical Services system consist of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

**WHEREAS**, the members of Emergency Medical Services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their life-saving skills; and

**WHEREAS**, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week,

NOW, THEREFORE, BE IT RESOLVED, I, Robert Cutchins, Mayor, City of Franklin, Virginia, in recognition of this event do hereby proclaim May 21<sup>st</sup> – 27<sup>th</sup>, 2023 as Emergency Medical Services Week and I call this observance to the attention of our citizens.

Signed this 22<sup>nd</sup> day of May 2023.

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

Mayor Bobby Cutchins entertained a motion to approve Resolution #2023-18. Councilman Gregory McLemore made a motion to approve Resolution #2023-18 with a second from Councilman Mark Kitchen.

**The motion carried the vote 7-0**

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>

Mayor Bobby Cutchins affirmed the motion carried.

Old/New Business:

- A. Franklin City School Board Ward 1 and Ward 3 Public Hearing

Mayor Bobby Cutchins opened the Franklin City School Board Ward 1 and Ward 2 Public Hearing.

**Ms. Mona Murphy of 608 Walnut Street Franklin, Virginia** nominates Mr. Robert Holt.

**Mr. Barry Cheatham of 135 Bobwhite Lane Franklin, Virginia** nominates Mr. Robert Holt.

**Ms. Almeta Davis of 715 Gardner Street Franklin, Virginia** nominates Ms. Lachanda Parker.

**Resident of 104 Sunset Drive of Franklin, Virginia** nominates Ms. Audrey Lee.

**Ms. Mary Williams of 326 Thomas Street Franklin, Virginia** nominates herself.

**Ms. Cynthia Walloe of 616 West 2<sup>nd</sup> Avenue Franklin, Virginia** nominates Ms. Mary Williams.

**Mr. Jerry McCreary of 508 North High Street Franklin, Virginia** nominates Mr. Robert Holt.

**Ms. Shelia Baker of 701 Pace Street Franklin, Virginia** nominates Ms. Mary Williams.

**Ms. Portia Everett of 700 Fairview Drive Franklin, Virginia** nominates Ms. Audrey Lee.

**Ms. Dorothy Boone of 209 Forest Pine Road Franklin, Virginia,** nominates Ms. Audrey Lee.

**Ms. Gwen Blue of 201 Fairview Drive Franklin, Virginia,** nominates Ms. Mary Williams.

**Ms. Audrey Lee of 507 Vaughans Lane Franklin, Virginia,** nominates herself.

**Mr. Ricky Sykes of 401 Morton Street Franklin, Virginia,** nominates Ms. Audrey Lee.

**Ms. Carla Sumblin of 408 South High Street Franklin, Virginia,** nominates Ms. Audrey Lee and Ms. Mary Williams.

**Ms. Lestine Barnes of 301 Thomas Street Franklin, Virginia,** nominates Ms. Audrey Lee and Ms. Mary Williams.

**Ms. Purlie Banks of 336 Robin Hood Road Franklin, Virginia,** nominates Ms. Audrey Lee.

**Ms. Shaunqetra Person 105 North Drive Franklin, Virginia,** nominates Ms. Audrey Lee.

**Ms. Sandy Holt of 117 Hummingbird Lane Franklin, Virginia,** nominates Mr. Robert Holt.

**Ms. Shona Sykes 401 Morton Street Franklin, Virginia,** nominates Ms. Audrey Lee.

Mayor Bobby Cutchins thanked everyone for coming out and making the nominations. Mayor Bobby Cutchins closed the public hearing.

Councilman Gregory McLemore wanted to thank Mr. Robert Holt for his dedication over the years. Councilman McLemore nominated Ms. Audrey Lee, she has participated and shown dedication to the residents of the City of Franklin. Councilman McLemore nominated Ms. Parker to represent Ward 3, Ms. Parker can relate to the children and her resume shows her ability to represent Ward 3 on the Franklin City School Board.

Councilman Mark Kitchen stated that he is excited to see the nominees willing to serve on the Franklin City School Board. City Manager Amanda Jarratt stated that interviews will be scheduled.

**No other action taken at this time.**

**B. Franklin Business Center Economic Impact**

City Manager Amanda Jarratt stated that Mr. Karl Heck will present the latest economic impact from the Franklin Business Center.

Mr. Karl Heck stated this is the preliminary economic impact update. There has been an increase of full time employees from 99 to 133, part time employees have dropped to 59. Other updates are as follows:



## ECONOMIC IMPACT 2022—PRELIMINARY

Number of Employees:	Full Time	133
	Part Time	59
Average Salary (FT employees only):	\$105,617.00	
Client Rent Paid to Franklin:	178,242.40	
Taxes Paid to Franklin:	\$22,923.00	
Taxes Paid to Virginia	\$126,030.00	
Taxes Paid to IRS:	\$349,061.00	
Total Business Profits:	\$2,539,985.00	

Seven (7) new and/or expanding clients signed leases at the Franklin Business Center.

### No further action taken at this time.

#### C. Social Services Building Update

City Manager Amanda Jarratt stated that as Council is aware, the current building that houses the Department of Social Services is inadequate and as a result the former Franklin Redevelopment and Housing Authority was purchased. The renovations to the building were initially bid out but the City only received one bid and it was over the allotted funds for renovation. The project was rebid recently and received two bids with the low bid being from A.R. Chesson Construction Company for a total project cost of \$1,195,749.00. This is \$600,000 more than what is currently budgeted for renovations. We have the following options: utilize a portion of the funds that were borrowed for the courthouse and Armory until the permanent financing is complete later this summer and add the balance to that. Or do we use fund balance? If we use Fund Balance, the estimated evaluation would be at 35.82%. It's a building that needs demolishing, it is not a safe working environment for our staff. About two weeks ago the basement flooded again, due to the spring under the building. We need a safe place for our employees to work and our residents to be in when working with their case workers.

Councilman Linwood Johnson stated that it is imperative to move forward and get the Social Services workers out the building and stated seeing the issues with the building. Councilman Linwood Johnson concerns are the funds coming from the Fund Balance and needing proper guidance or using those funds. City Manager Amanda Jarratt stated that staff agrees to use funds that the City has already received for the Armory project. Vice-Mayor Wynndolyn Copeland asked if it would delay the Armory project by utilizing some of the funds for the Social Services building renovation. City Manager Amanda Jarratt stated that it would.

Councilman Gregory McLemore stated he doesn't feel unsafe in the building and doesn't see how the public is being affected by being in the building. Councilman Mark Kitchen stated that the building is making the staff and residents sick. City Manager Amanda Jarratt stated there is mold in the building, there are dehumidifiers running 24/7, employees are getting sick being in the building.

Mayor Bobby Cutchins entertained a motion to move forward utilizing the funds the City currently has from the courthouse. Councilman Linwood Johnson made a motion to move forward utilizing the funds the City currently has from the courthouse with a second from Councilwoman Jessica Banks.

### The motion carried the vote 6-1-0

### The vote was as follows:

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Nay</b>

Mayor Bobby Cutchins affirmed the motion carried.

#### D. Southampton County Courthouse Update

City Manager Amanda Jarratt stated per the latest schedule provided by Heartland Construction, substantial completion is slated to occur on December 22, 2023, while final completion is projected to occur in January of 2024. The total construction contract, including change orders now stands at \$22,106,957.14.

**No action taken at this time.**

#### E. City Manager's Report

City Manager Amanda Jarratt stated updated information regarding the Literary Loan has been approved. The main breaker to S.P. Morton is having functioning issues, it is a rare part and has been found and being overnighted. Superintendent Dr. Carter is communication with us to keep us up-to-date. Camp Community College won their Regional Championship and is headed to the World Series, they will be leaving on Thursday, and the City of Franklin Police Department will provide them with a sendoff. Franklin High School is participating in the Regional Soccer Championship. The City will be closed on Monday, May 29<sup>th</sup>, there will be a double trash route on Tuesday.

#### General Updates

- Staff continues to work on the various capital projects approved by City Council.
  - The staff committee for the Armory Project consists of Chad Edwards, Sammara Green, and Lin Darden. Carlee Gurskiy will also be involved. Camp Community College and other community partners will offer feedback throughout the design process. Staff has now participated in three webinars with HUD about our grant award.
  - The staff committee for the courthouse renovation project will consist of Chief Steve Patterson, Chad Edwards, and Lin Darden. The judges, Clerk of Court, and Sherriff's Department in addition to other stakeholders will be consulted throughout the design process. Questionnaires are being completed by various stakeholders.
  - The staff committee met regarding Riverkwalk Park.
    - The kayak design is underway. Survey is complete for the kayak launch additional area. We will incorporate this into the site plans.
    - Kayaks launch design underway.



- Flood study (no-rise study) underway. Not all bridge crossings requested from City are available. Awaiting completion of kayak launch to update.
  - At the moment we're currently awaiting the final site plan and kayak launch design before we can move forward with the Joint Permit Application for the VMRC and Corps permits. Once we have the final design in hand, we can prepare the required impacts mapping and update details relating to the VMRC component of the application. It should take us around 2 weeks to finalize the application after the plans are received.
  - With the ongoing lag in Corps review timeframes, I believe we're likely looking at anywhere from 60-90 days to obtain the permits following submittal.
- Staff continues to work with DHCD and Summit Engineering on the Laurel Street CDBG Grant. Client intake and income verifications have begun.
- Staff continues to meet with regional partners to discuss next steps on the regional radio system as well as violence and crime prevention.
- Staff continues to work with Court Services and out other locality partners for both short and long term solutions to the juvenile detention situation.
- The Literary Loan process continues with Franklin City Public Schools. A new contractor has been selected to assist the schools. The project estimates originally provided are not accurate and the project is estimated to cost an additional \$3million. We are working with the school system to phase the project and Davenport to develop a plan of finance. The Literary Loan was approved and we are working with our partners to complete the process.
- City Council held a retreat on March 2<sup>nd</sup>. The following topics were discussed and will be worked on by staff:
  - Food Trucks
    - A draft of updated regulations is being drafted by staff for review by the Planning Commission and Franklin City Council. An initial draft is schedule
  - Separation of City Utility Bills
    - Presented at City Council meeting. Waiting on direction from City Council.
  - Increased Code Enforcement
    - Staff is working on a demolition plan for the posted unsafe structures. We are putting a plan in place to prepare for high grass season. We are working with legal to draft updated ordinances for parking and vehicles.
  - Communication with Franklin City Public Schools
    - We held a joint meeting with Franklin City Public Schools on March 30<sup>th</sup>. Additional meetings are being scheduled to maintain communication.
  - Increased focus and investment in Public Safety
    - Additional positions are included in the FY24 budget. The updated radio system project is moving to Phase 2.
  - Historic District
    - Staff is reviewing the ordinance that is in place and providing a list of the individuals that need to be appoint. Staff is waiting on appointments from Franklin City Council.
  - Youth
    - Working on updated youth programming and additional partnerships.
    - The Virginia Foundation of Healthy Youth awarded the City of Franklin a grant to replace the antiquated equipment at the College Drive Park. The park will be built by City Employees on July 10<sup>th</sup>. There was no local match.
  - Special Tax Districts

- Under discussion and research ongoing.
- Camp Community College Partnerships
  - Under discussion.
- Improved Communication with the Public through various means
  - A review of the PEG Channel and necessary equipment purchases are underway. Staff is working to update City Clips. Staff is researching other best practices. An Instagram page has been created.
- Electric Charging Stations
  - One charger with two plugs with a maintain contract for 5 years \$20,000
  - Gives you the option to charge the customers
  - Cloud based 24/7 support
  - One day response to request
  - Recurring cost after the first 5 years \$1,500-\$5,000 per year for maintain and service contract
  - Proposed location Emergency Services Building Municipal parking lot
  - Would lose one parking spot for transformer
  - Cut asphalt for wire to be ran from existing junction box
  - Install bollards and repair asphalt
  - Cost of material and man hours \$25,000-\$50,000
  - Should different location be chosen the cost could jump rapidly due to possibly having to bore the wire into a different location. Cost could jump to \$75,000-\$100,000 for installation of transformer

### Upcoming Community Events

- Every Wednesday Franklin Cruise In
- June 15<sup>th</sup> Third Thursday Concert Series Kick Off
- June 17<sup>th</sup>-19<sup>th</sup> – Juneteenth Cultural Festival aka Virginia Mardi Gras
- June 28<sup>th</sup> – Independence Day Celebration
- June 29<sup>th</sup> – Mayor Cup Blood Drive
- September 30<sup>th</sup> – Fall Festival
- August 1<sup>st</sup> – National Night Out
- December 1<sup>st</sup> – Holiday Parade
- December 2<sup>nd</sup> – Elf Parade & Holiday Market

### Council/Staff Reports on Boards/Commissions:

Councilman Linwood Johnson stated the Western Tidewater Jail Board is working on staffing and other projects.

### Closed Session:

Councilman Mark Kitchen moved that the City of Franklin, Virginia City Council adjourn into a closed meeting pursuant to Virginia Code Section 2.2-3711-A-1, 1. Discussion of appointments to boards and commissions, and discussion of performance of employees of the public body to discuss the following subject or subjects; Industrial Development Authority, HRPDC Community Advisory Committee, Southview Cemetery Advisory Committee, Historic Preservation Commission, and;

2.2-37-11-A-2, discussion or consideration of admission or disciplinary matters or any other matters that would involve the disclosure of information contained in a scholastic record concerning any student of any public institution of higher education in the Commonwealth or any state school system specifically related to the Children’s Services Act.

2.2-3711-A-5, discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business’ or industry’s interest in locating or expanding its facilities in the community specifically along Pretlow Industrial Park, Armory Drive, Downtown Franklin, and Franklin Regional Airport.

2.2-3711-A-7, consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body specifically regarding Ferguson vs. City of Franklin.

The motion was seconded by Vice-Mayor Wynndolyn Copeland.

**The motion carried the vote 7-0**

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>

Mayor Bobby Cutchins confirmed the motion carried the vote.

**Motion Upon Returning to Open Session**

Councilman Mark Kitchen move that the City of Franklin, Virginia City Council certify that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting held on May 22, 2023, meeting were heard, discussed or considered by the City of Franklin, Virginia City Council; and (ii) no action was taken in closed meeting regarding the items discussed.

The motion was seconded by Vice-Mayor Wynndolyn Copeland.

**The motion carried the vote 7-0**

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
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<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>

Mayor Bobby Cutchins confirmed the motion carried the vote.

Adjournment

Councilman Mark Kitchen made a motion to adjourn the May 22, 2023 City Council meeting with a second from Vice-Mayor Wynndolyn Copeland.

**The motion carried the vote 7-0**

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>

Mayor Bobby Cutchins stated the meeting stands adjourned.

The May 22, 2023 City Council meeting was adjourned at 8:45 P.M.

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Mayor

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Clerk to City Council

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## Closed Session City Council Meeting Minutes June 5, 2023

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### Call to order

The Franklin City Council held a Closed Session pursuant to Virginia Code Section 2.2-3711-A-1, for the purposed of interviewing a candidate for the Franklin City Public School Board, on June 5, 2023 at 6:00 p.m. in the City Council Chambers located at 207 West Second Avenue, Franklin, Virginia 23851.

Council Members in Attendance: Robert “Bobby” Cutchins, Mayor; Wynndolyn Copeland, Vice-Mayor; Councilman Linwood Johnson (6:08 P.M.); Councilwoman Jessica Banks; Councilman Mark Kitchen; Councilman Ray Smith.

Council Members not in Attendance: Councilman Gregory McLemore

Staff in Attendance: Amanda Jarratt, City Manager.

**Councilman Mark Kitchen made a motion to go into Closed Session with a second from Vice-Mayor Wynndolyn Copeland.**

**The motion carried the vote 6-0**

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Absent</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Absent</b>

Mayor Bobby Cutchins affirmed the motion carried unanimously.

### Motion Upon Returning to Open Session

Councilman Mark Kitchen move that the City of Franklin, Virginia City Council certify that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting held on June 5, 2023, meeting were heard, discussed or considered by the City of Franklin, Virginia City Council; and (ii) no action was taken in closed meeting regarding the items discussed.

The motion was seconded by Councilman Linwood Johnson.

**The motion carried the vote 6-0**

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Absent</b>

Mayor Bobby Cutchins confirmed the motion carried the vote.

**Adjournment**

Vice-Mayor Wynndolyn Copeland made a motion to adjourn the June 5, 2023 City Council meeting with a second from Councilman Linwood Johnson.

**The motion carried the vote 6-0**

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Aye</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Mayor Bobby Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Absent</b>

Mayor Bobby Cutchins stated the meeting stands adjourned.

The June 5, 2023 City Council meeting was adjourned at 7:38 P.M.

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Mayor

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Clerk to City Council

**FORM B**

**STAR PERFORMER AWARD  
NOMINATION FORM**

**To be completed by a citizen, a co-employee, a supervisor or department head to nominate an employee for a STAR Performer Award**  
(type or print)

**Name of Nominee:** Rena Yarbrough

**Job Title:** Fiscal Assistant II

**Department:** City of Franklin Department of Social Services

**Immediate Supervisor:** Gwen Wilson

**I am nominating the above for the STAR Performer award because:**

Ms. Yarbrough is a tremendous asset for our agency. Although she is a consummate professional, she is very approachable and down-to-earth...for both the DSS staff and the clients we serve. She is very patient in dealing with clients--even the difficult ones--listening to them and helping resolve whatever issues they may have. I love the fact that Ms. Yarbrough doesn't just blindly transfer clients to their workers...she takes the time to find out exactly what they need, and often works directly with that client to see if she can help them resolve the problem. I will give you an example from a few months ago:

**I consider this employee's performance above the expectations of his or her job because:**

Ms. Yarbrough doesn't just answer and transfer clients to their respective workers, she goes the extra mile to find out what's wrong and, through active listening and patience, see if a resolution can be reached. Ms. Yarbrough often volunteers for adhoc assignments, such as serving as the coordinator for our Angel Tree program during the holidays .Ms. Yarbrough always has a very even and kind temperment and is always cheerful, even if she is not feeling well or is extremely busy. You will never know she is having a tough day unless she mentions it to you during a private conversation.

**Name of person making nomination** Anonymous

**Date of nomination** 06/01/2023

**Endorsing Signature and any comments** \_\_\_\_\_

This page is to be completed by the employee's supervisor or department head and attached to page 1 in order to provide information to the PEP Committee for its consideration of nominees for Employee of the Year.

In addition to providing the information on page 1, please rate numerically on a scale of 1-10 (10 being the highest) the degree to which this employee demonstrates the following traits:

Demonstrated Traits	Degree
A positive attitude	10
A cooperative spirit with fellow employees	10
Personal initiative	10
Excellent job performance	10

Also specify whether the employee made specific and notable contributions in one or more of the following areas (taking into consideration the limits of his or her job):

1. Improvement in the quality of service delivered to the public.
2. Improvement in productivity of city operations.
3. Enhancement of workplace safety.
4. Strengthening teamwork and cooperation among employees.
5. Accomplishment of stated City Council or departmental goals.
6. Development of innovative solutions to city problems or innovative approaches to job duties.

Ms. Yarbrough improves the quality of service we deliver by giving excellent customer service. She is often the first face a client see when they enter our office. Her efforts improve our productivity because she is often able to assist the client without having to interrupt the worker. This also enhancing the safety of our workplace, because she is never offensive or rude. So, even when a client comes into our office upset, they rarely leave that way. Ms. Yarbrough's ability to work seamlessly with everyone creates an atmosphere of comradory. All of these attributes aide the Franklin City Department of Social Service in reaching our departmental goals.

  
Department Head



A client called our office and asked to speak with their worker. Ms. Yarbrough asked the client what his call was about and if it was something she could help him with. The client stated that he received a letter from us. Ms. Yarbrough ask the client, "What does the letter say?" The caller said, "oh, let me go get it." When they came back on the line the client opens the envelope. Then, he realizes the letter is not from Franklin Social Services, and says to Ms. Yarbrough, "Oh, this isn't from Social Services." This is just one of many examples of how Ms. Yarbrough works with our clients to make them more self-sufficient. She shows them how to think things through and possible resolve issues themselves, instead of just automatically calling our office. She is never condescending, rude or impatient when assisting them. I admire Ms. Yarbrough's spirit, and I'm so thankful to have her as a co-worker.

## BUDGET AMENDMENT 2023-20

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

1. *reallocate appropriations within the General Fund for year-end spending;*
2. *recognize the School's supplemental appropriation of State and Federal revenue and to appropriate for use; and*
3. *recognize revenues related to donations to Tourism Department and Police Department and appropriate such revenue for designated use.*

	2022-2023 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
<b>#1</b>			
<b>100 GENERAL FUND</b>			
<b>EXPENDITURES</b>			
100-4-31100-1101 Salaries and Wages - Regular	\$ 1,475,164	\$ 1,415,164	\$ (60,000)
100-4-31100-1200 Salaries and Wages - Overtime	\$ 364,000	\$ 424,000	\$ 60,000
100-4-31100-1300 Salaries and Wages - Part Time	\$ 65,236	\$ 39,236	\$ (26,000)
100-4-31100-6010 Police Supplies	\$ 64,481	\$ 90,481	\$ 26,000
100-4-31130-1101 Salaries and Wages - Regular	\$ 391,831	\$ 275,831	\$ (116,000)
100-4-31130-1200 Salaries and Wages - Overtime	\$ 45,000	\$ 161,000	\$ 116,000
			\$ -
<b>#2</b>			
<b>250 SCHOOL OPERATIONS</b>			
<b>REVENUE</b>			
250-3-33010-0234 Race to GED Grant	\$ 4,000	\$ 4,137	\$ 137
250-3-33010-0249 Continuing Education	\$ 97,471	\$ 127,471	\$ 30,000
250-3-33010-0219 RIPE Grant	\$ 75,000	\$ 110,000	\$ 35,000
250-3-33010-0273 NCLB Grant - Title III Part A	\$ 4,322	\$ 6,350	\$ 2,028
			\$ 67,165
<b>EXPENDITURES</b>			
250-4-60000-0234 Race to GED Grant	\$ 4,000	\$ 4,137	\$ 137
250-4-60000-0249 Continuing Education	\$ 97,471	\$ 127,471	\$ 30,000
250-4-60000-0019 RIPE Grant	\$ 75,000	\$ 110,000	\$ 35,000
250-4-60000-0073 NCLB Grant - Title III Part A	\$ 4,322	\$ 6,350	\$ 2,028
			\$ 67,165
<b>#3</b>			
<b>100 GENERAL FUND</b>			
<b>REVENUE</b>			
100-3-18990-3016 Donations-Tourism	\$ -	\$ 250	\$ 250
100-3-18990-3040 Donations-Fireworks	\$ -	\$ 4,100	\$ 4,100
100-3-18990-3041 Donations-Police	\$ -	\$ 725	\$ 725
			\$ 5,075
<b>EXPENDITURES</b>			
100-4-81600-5892 Festival and Events	\$ 3,000	\$ 3,250	\$ 250
100-4-81600-6017 Independence Day Celebration	\$ 2,000	\$ 6,100	\$ 4,100
100-4-31100-7300 National Night Out	\$ 3,818	\$ 4,543	\$ 725
			\$ 5,075

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

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*Clerk to the City Council*



TO: RACHEL TROLLINGER, DIRECTOR OF FINANCE  
FROM: R.E. PORTI, DEPUTY CHIEF OF POLICE  
SUBJ: BUDGET AMENDMENT REQUEST FY 22-23  
DATE: 31 MAY 2023

The following amendments are requested for the operational expenditures of the Police and E911 – Communications budgets for fiscal year 22-23:

Police:

Due to continued staffing shortages, the overtime budget has need to be increased. It is requested to amend expenditure line 100-4-31100-1200 (Salaries and Wages – Overtime) with an increase of \$60,000. The line is currently (13,047). The last three pay period expenditures for this line were \$13,609, \$19,508, and \$14,504, averaging \$15,874 and the annual average through the past 24 pay periods is \$15,710.29. With the remaining 2.5 pay periods, it is therefore estimated that an additional \$39,480 will be needed to cover future expenses. This is not inclusive of the City's fireworks celebration, which will be an all-hands event. Adding the overage to the estimated future expenditure equals \$52,527. To account for the unknown cost associated with the scheduled celebratory events, additional funds will be needed to cover those overtime expenses.

It is requested that the monies be transferred as follows:

\$60,000.00 From 100-4-31100-1101 (Salaries and Wages – Regular)  
To 100-4-31100-1200 (Salaries and Wages – Overtime)

Part-time personnel of the police department had not been being paid their salary out of the part-time expenditure line. The line is currently \$65,047. The four pay periods that have been taken from this line were \$2,254.86, \$2,341.59, \$2,744.24, and \$2,347.78, averaging \$2,422.12. With the remaining 2.5 pay periods, it is therefore estimated that an additional \$6,055.00 will be needed to cover future expenses, leaving a balance of \$58,992.00. I would like to move surplus funds to the Police Supplies line item, 100-4-31100-6010 for the following project:

Almost five years ago, we purchased rifle plate vests for the officers. The manufacturer's warranty for the ballistic panels is five years. As such, I would like to transfer \$26,000 toward this replacement project. The purchase would include 60 level III rifle plates (30 sets).

\$26,000 From 100-4-31100-1300 (Salaries and Wages – Part Time)  
To 100-4-31100-12006010 (Police Supplies)

E911 – Communications:

Due to continued staffing shortages, the overtime budget has need to be increased. It is requested to amend expenditure line 100-4-31130-1200 (Salaries and Wages – Overtime) with an increase of \$116,000. The line is currently (101,379). The last three pay period expenditures for this line were \$5,365, \$4,791, and \$6,363, averaging \$5,507 and the annual average through the past 24 pay periods is \$6,099.13. With the remaining 2.5 pay periods, it is therefore estimated that an additional \$14,508 will be needed to cover future expenses. Adding the overage to the estimated future expenditure equals \$115,887.

It is requested that the monies be transferred as follows:

\$116,000      From 100-4-31130-1101 (Salaries and Wages – Regular)  
                    To 100-4-31130-1200 (Salaries and Wages – Overtime)

# MEMORANDUM

**TO:** Amanda Jarratt  
Franklin City Manager

**FROM:** Dr. Carlton Carter  
Division Superintendent

**DATE:** May 18, 2023

**RE:** Notice of Budget Adjustments

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

## Correcting entries

<i>Accounting Use Only</i>	<i>School Account</i>	<i>Amount</i>	<i>City Account</i>
Race to GED – Revenue Increase		\$ 136.67	250-3-33010-0234
Race to GED – Expense Increase		\$ 136.67	250-4-60000-0234
Cont. Ed./TEAL - Revenue Increase		\$30,000.00	250-3-33010-0249
Cont. Ed./TEAL – Expense Increase		\$30,000.00	250-4-60000-0249
ARPA/RIPE – Revenue Increase	s/b 35,000	\$110,000.00	250-3-33010-0019
ARPA/RIPE – Expense Increase	s/b 35,000	\$110,000.00	250-4-60000-0019
Title III – Revenue Increase		\$2027.83	250-3-33010-0273
Title III – Expense Increase		\$2027.83	250-4-60000-0073

**REQUEST FOR REIMBURSEMENT  
Race to GED 2022-23**

Locality Name: Franklin City Public Schools  
 Reimbursement for Period: 7/1/2022 to 9/30/2022

Locality hereby claims reimbursement of disbursement made during the reimbursement period under the provisions of the program or grant indicated below. This is to certify that the expenditures listed in the reimbursement have been paid in accordance with the federal/state policies and/or regulations of Virginia Board of Education. It further certifies that documentation has been retained in the office of the Locality and is available upon request to support the claim. It is understood that this claim is subject to federal and/or state audits.

Reimbursement Prepared by: \_\_\_\_\_  
 Preparer's Telephone: \_\_\_\_\_  
 Preparer's E-mail Address: \_\_\_\_\_  
 Preparer's FAX #: \_\_\_\_\_

Date: \_\_\_\_\_ Program Manager's signature: \_\_\_\_\_

Date: \_\_\_\_\_ Finance Director's (or Designee's) signature: \_\_\_\_\_

AEFLA Totals							Locality's Required Budgeted Match Total				
Object Code	Administrative Budget	Instruction Budget	Budget Total	Current Administrative Request	Current Instructional Request	Current Request Total	Cumulative Administrative Funds Available	Cumulative Instructional Funds Available	Cumulative Available Funds Total	Cumulative Administrative Match Totals	Cumulative Instructional Match Totals
1000		3,375.00	3,375.00				3,375.00		3,375.00		
2000		261.67	261.67				261.67	261.67	261.67		
3000		500.00	500.00				500.00	500.00	500.00		
4000											
5000											
6000											
8000											
<b>Total</b>		<b>4,136.67</b>	<b>4,136.67</b>				<b>4,136.67</b>	<b>4,136.67</b>	<b>4,136.67</b>		

**LOCALITY: Please email your "EXCEL WORKSHEET" (NOT a .pdf) to: donna.valdez@portsk12.com  
 Email (signed) signature page to Donna Valdez**



**#083-22**

**Commonwealth of Virginia  
Virginia Department of Education  
Superintendent's Memo #083-22**

**DATE:** April 15, 2022  
**TO:** Division Superintendents  
**FROM:** Jillian Balow, Superintendent of Public Instruction  
**SUBJECT:** Recruitment Incentive for Public Education (RIPE) - FY 2022 Division Awards

Superintendent's Memo #227-21 announced the Recruitment Incentive for Public Education (RIPE). The 2021 Special Session II of the General Assembly appropriated federal ESSER III state set aside funding to support recruitment efforts of school divisions hiring to fill instructional positions between August 15, 2021 and November 15, 2021. The FY 2022 school division awards are provided in **Attachment B**. **Attachment A** contains the Additional Required Special Terms and Conditions for Grant Awards or Cooperative Agreements, and the terms of the grant award are provided in **Attachment C**.

The RIPE application is open in the Single Sign-On for Web Systems (SSWS) portal for school divisions to submit information on individuals eligible to receive the incentive award. Division superintendents or the superintendent's designee will be requested to verify that individuals receiving the award are employed full-time in a Virginia school division, received a satisfactory performance evaluation for the 2021-22 school year, and provided a written commitment to return to the same school for the 2022-2023 school year. The verification report must be submitted by April 29, 2022.

## For more information

Questions related to the Recruitment Incentive for Public Education (RIPE) may be directed to Maggie M. Clemmons, Director of Licensure and School Leadership, at (804) 371-2471 or [Maggie.Clemmons@doe.virginia.gov](mailto:Maggie.Clemmons@doe.virginia.gov).

JB/MMC/sl

- A. Attachment A: Additional Required Special Terms and Conditions for Grant Awards or Cooperative Agreements (DOCX)
- B. Attachment B: FY 2022 RIPE Awards to School Divisions (XLSX)
- C. Attachment C: RIPE Terms of Grant Award (DOCX)



135	FRANKLIN CITY PUBLIC SCHOOLS	\$	30,000.00
136	CHESAPEAKE CITY PUBLIC SCHOOLS	\$	40,000.00
137	LEXINGTON CITY PUBLIC SCHOOLS	\$	-
139	SALEM CITY PUBLIC SCHOOLS	\$	-
142	POQUOSON CITY PUBLIC SCHOOLS	\$	167,500.00
143	MANASSAS CITY PUBLIC SCHOOLS	\$	-
144	MANASSAS PARK CITY PUBLIC SCHOOLS	\$	15,000.00
202	TOWN OF COLONIAL BEACH PUBLIC SCHOOLS	\$	-
207	TOWN OF WEST POINT PUBLIC SCHOOLS	\$	-
	<b>Total</b>	\$	11,500,000.00

END OF WORKSHEET



**COMMONWEALTH of VIRGINIA**  
DEPARTMENT OF EDUCATION

**DATE:** April 7, 2023

**TO:** Division Superintendents

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

**SUBJECT:** **Recruitment Incentive for Public Education (RIPE) - FY 2023 Division Awards**

Superintendent's Memo #176-22 announced the Recruitment Incentive for Public Education (RIPE) to support recruitment efforts for school divisions hiring to fill certain instructional positions. The fiscal year 2023 school division awards for RIPE are provided in **Attachment B**. **Attachment A** contains the Additional Required Special Terms and Conditions for Grant Awards or Cooperative Agreements, and the terms of the grant are provided in **Attachment C**. The grant award period will end August 31, 2023. The RIPE awards are funded by federal Coronavirus State and Local Fiscal Recovery Funds.

The RIPE application is open in the Single Sign-On for Web Systems (SSWS) portal for school divisions to submit information on individuals eligible to receive the incentive award. Division Superintendents or the Superintendent's designee will be requested to verify that individuals receiving the award are employed full-time in a Virginia school division, received a satisfactory performance evaluation for the 2022-2023 school year, and provided a written commitment to return to the same school for the 2023-2024 school year. **The verification report must be submitted by May 12, 2023.**

For questions regarding the Recruitment Incentive for Public Education please contact Shawna LeBlond, Grants Manager, at (804) 692-0172 or [Shawna.LeBlond@doe.virginia.gov](mailto:Shawna.LeBlond@doe.virginia.gov).

AG/sl

**Attachments:**

- A. Additional Required Special Terms and Conditions for Grant Awards or Cooperative Agreements (Word)
- B. Division Awards for the Recruitment Incentive for Public Education (Excel)
- C. Terms of Grant Award (Word)

111	GALAX CITY PUBLIC SCHOOLS	\$	-
112	HAMPTON CITY PUBLIC SCHOOLS	\$	190,000.00
113	HARRISONBURG CITY PUBLIC SCHOOLS	\$	-
114	HOPEWELL CITY PUBLIC SCHOOLS	\$	-
115	LYNCHBURG CITY PUBLIC SCHOOLS	\$	82,500.00
116	MARTINSVILLE CITY PUBLIC SCHOOLS	\$	10,000.00
117	NEWPORT NEWS CITY PUBLIC SCHOOLS	\$	242,500.00
118	NORFOLK CITY PUBLIC SCHOOLS	\$	965,000.00
119	NORTON CITY PUBLIC SCHOOLS	\$	5,000.00
120	PETERSBURG CITY PUBLIC SCHOOLS	\$	5,000.00
121	PORTSMOUTH CITY PUBLIC SCHOOLS	\$	422,500.00
122	RADFORD CITY PUBLIC SCHOOLS	\$	-
123	RICHMOND CITY PUBLIC SCHOOLS	\$	362,500.00
124	ROANOKE CITY PUBLIC SCHOOLS	\$	35,000.00
126	STAUNTON CITY PUBLIC SCHOOLS	\$	-
127	SUFFOLK CITY PUBLIC SCHOOLS	\$	67,500.00
128	VIRGINIA BEACH CITY PUBLIC SCHOOLS	\$	392,500.00
130	WAYNESBORO CITY PUBLIC SCHOOLS	\$	40,000.00
131	WILLIAMSBURG-JAMES CITY COUNTY PUBLIC SCHOOLS	\$	25,000.00
132	WINCHESTER CITY PUBLIC SCHOOLS	\$	85,000.00
135	FRANKLIN CITY PUBLIC SCHOOLS	\$	110,000.00
136	CHESAPEAKE CITY PUBLIC SCHOOLS	\$	70,000.00
137	LEXINGTON CITY PUBLIC SCHOOLS	\$	-
139	SALEM CITY PUBLIC SCHOOLS	\$	-
142	POQUOSON CITY PUBLIC SCHOOLS	\$	-
143	MANASSAS CITY PUBLIC SCHOOLS	\$	5,000.00
144	MANASSAS PARK CITY PUBLIC SCHOOLS	\$	70,000.00
202	TOWN OF COLONIAL BEACH PUBLIC SCHOOLS	\$	-
207	TOWN OF WEST POINT PUBLIC SCHOOLS	\$	-
	<b>Total</b>	<b>\$</b>	<b>6,580,000.00</b>



# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF EDUCATION

**DATE:** March 24, 2023

**TO:** Division Superintendents

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

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

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

### **EL Awards**

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

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

### **Immigrant Children and Youth (IY) Allocations**

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

-82 1,055.54 + 47.68 = 1,103.22  
275

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

ELEMENTARY AND SECONDARY EDUCATION ACT OF 1965 TITLE III, PART A, LANGUAGE INSTRUCTION 2022-2023 CONSORTIUM REALLOCATIONS						
DIVISION NO	SCHOOL DIVISION	EL ENROLLMENT 21-22	2022-2023 ORIGINAL ALLOCATION	2022-2023 REVISED ALLOCATION		
063	New Kent County Public Schools	25	\$ 3,110.56	\$	3,202.26	
066	Northumberland County Public Schools	21	\$ 2,772.87	\$	2,849.90	
067	Nottoway County Public Schools	77	\$ 7,500.54	\$	7,782.97	
069	Page County Public Schools	33	\$ 3,785.94	\$	3,906.99	
070	Patrick County Public Schools	47	\$ 4,967.86	\$	5,140.26	
072	Powhatan County Public Schools	23	\$ 2,941.72	\$	3,026.09	
073	Prince Edward County Public Schools	37	\$ 4,123.63	\$	4,259.35	
074	Prince George County Public Schools	81	\$ 7,838.20	\$	8,135.34	
077	Pulaski County Public Schools	64	\$ 6,403.04	\$	6,637.80	
078	Rappahannock County Public Schools	37	\$ 4,123.63	\$	4,259.35	
079	Richmond County Public Schools	52	\$ 5,389.97	\$	5,580.71	
081	Rockbridge County Public Schools	30	\$ 3,532.68	\$	3,642.71	
083	Russell County Public Schools	19	\$ 2,604.03	\$	2,673.72	
084	Scott County Public Schools	5	\$ 1,422.11	\$	1,440.45	
086	Smyth County Public Schools	32	\$ 3,701.52	\$	3,818.89	
087	Southampton County Public Schools	9	\$ 1,759.80	\$	1,792.82	
090	Surry County Public Schools	2	\$ 1,168.85	\$	-	
091	Sussex County Public Schools	11	\$ 1,928.65	\$	1,969.00	
092	Tazewell County Public Schools	2	\$ 1,168.85	\$	1,176.18	
094	Washington County Public Schools	45	\$ 4,799.02	\$	-	
096	Wise County Public Schools	10	\$ 1,844.23	\$	-	
097	Wythe County Public Schools	9	\$ 1,759.80	\$	-	
102	Bristol City Public Schools	25	\$ 3,110.56	\$	3,202.26	
103	Buena Vista City Public Schools	1	\$ 1,084.42	\$	1,088.09	
119	Norton City Public Schools	7	\$ 1,590.96	\$	1,616.63	
122	Radford City Public Schools	12	\$ 2,013.07	\$	2,057.09	
126	Staunton City Public Schools	74	\$ 7,247.27	\$	7,518.70	
135	Franklin City Public Schools	13	\$ 2,097.49	\$	2,145.17	
137	Lexington City Public Schools	19	\$ 2,604.03	\$	2,673.72	
142	Poquoson City Public Schools	3	\$ 1,253.27	\$	1,264.27	
202	Colonial Beach Public Schools	14	\$ 2,181.92	\$	2,233.27	
207	West Point Public Schools	6	\$ 1,506.54	\$	1,528.54	
218	Virginia School for the Deaf and Blind Staunton	16	\$ 2,350.76	\$	2,409.45	
917	Department of Juvenile Justice	2	\$ 1,168.85	\$	1,176.18	

-674.69  
from original  
estimated budget

FRANKLIN CITY PUBLIC SCHOOLS  
 FD-FUNC-C/C----- EXPENDITURES SUMMARY REPORT  
 for Fiscal Year 2022 (}  
 Posted Only Figures  
 Executed By: rcrocker

Page: 1  
 Date: 06/05/23  
 Time: 15:52:42

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For POST YEAR	Expenditures Year-to-Date	Available Balance	Percent Used
FD 28 TITLE III: CONSORTIUM 2020-2021							
FUNC 61101 INSTRUCTION-REGULAR							
28-3	-1 -61101-6030-0020-000-000 MATERIALS AND SUPPLIES (FHS)	\$ 3,120.85	\$ 0.00	\$ 2,702.52	\$ 418.33	\$ 2,702.52	13.40
3	SECONDARY	\$ 3,120.85	\$ 0.00	\$ 2,702.52	\$ 418.33	\$ 2,702.52	13.40

Range: CAMRA: First to Last  
: :  
: :  
Range of Codes: FDT to FDT  
Range of Batch Ids: First to Last  
Range of Sections: First to Last  
Print Ref Num: N  
Payment Type Includes: Sp Charges: N Prop Lien: N Sp Assmnt: N Water: N Sewer: N  
ERROR in ServerPrinter class - LINE LENGTH TOO LONG: 143  
Tax: N Nuisance: N  
Payment Method Includes: Cash: Y Check: Y Credit: Y Voucher: N VT: Y  
Print Only Miscellaneous w/CAMRA Id: N Sort Miscellaneous Payments by CAMRA Id/utility Account: N  
Print Only Miscellaneous w/utility Id: N

CAMRA Id/Acct	Type	Year	Prd	Name Principal	Interest	Total	Section/District Code Mtd Check# Description	Date	User	Batch
FDT	Donations		Tourism	TODD ROSE INSURANCE AGENCY CONCERT SERIES SPONSER	250.00	0.00	250.00 FDTP CK 4128 TRUIST	05/25/23	MBLYTHE	052523TP



Range: CAMRA: First to Last  
 :  
 :  
 Range of Codes: FFW to FFW  
 Range of Batch Ids: First to Last  
 Range of Sections: First to Last  
 Print Ref Num: N  
 Payment Type Includes: Sp Charges: N Prop Lien: N Sp Assmnt: N Water: N Sewer: N  
 ERROR in ServerPrinter class - LINE LENGTH TOO LONG: 143  
 Tax: N Nuisance: N  
 Payment Method Includes: Cash: Y Check: Y Credit: Y Voucher: N VT: Y

Range of Util Accounts: First to Last  
 Range of Customers: First to Last  
 Range of Pers Prop: First to Last  
 Range of Years: First to 2024  
 Range of Dates: 05/01/23 to 05/31/23  
 Name to Print: Bill To  
 Print Utility w/CAMRA Id: N  
 Range of Periods: 1 to 12  
 Print Only Miscellaneous w/CAMRA Id: N  
 Print Only Miscellaneous w/Utility Id: N  
 Sort Miscellaneous Payments by CAMRA Id/Utility Account: N

CAMRA Id/Acct	Type	Year	Prd	Name Principal	Interest	Total	Section/District Code Mtd Check# Description	Date	User	Batch
FFW				Donation Fireworks						
				PRISM CONTRACTORS & ENGINEERS	1,500.00	0.00	1,500.00 FFWP CK 23361	05/02/23	MBLYTHE	050223KW
				INDEPENDENCE DAY SPONSORSHIP			THE OLD POINT			
				INTERNATIONAL PAPER	1,000.00	0.00	1,000.00 FFWP CK EDI PAYMENT	05/11/23	MBLYTHE	051123TP
				INDEPENDENCE DAY SPONSOR			EDI PAYMENT-4/20/23			
				BON SECOURS	600.00	0.00	600.00 FFWP CK 2160117	05/15/23	MBLYTHE	051523KW
				DONATION FIREWORKS			BOA			
				BRONCO FEDERAL CREDIT UNION	1,000.00	0.00	1,000.00 FFWP CK 39251	05/15/23	MBLYTHE	051523KW
				DONATION FIREWORKS			BFCU			
				Pay Code FFW Total:			4,100.00			
				Misc Total:			4,100.00			

Range: CAMRA: First to Last	Range of Util Accounts: First to Last	
:	Range of Customers: First to Last	
:	Range of Pers Prop: First to Last	
Range of Codes: FDP to FDP	Range of Years: First to 2024	Range of Periods: 1 to 12
Range of Batch Ids: First to Last	Range of Dates: 04/01/23 to 04/30/23	
Range of Sections: First to Last	Name to Print: Bill To	
Print Ref Num: N	Print Utility w/CAMRA Id: N	
Payment Type Includes: Sp Charges: N Prop Lien: N Sp Assmnt: N Water: N Sewer: N		
ERROR in ServerPrinter class - LINE LENGTH TOO LONG: 143		
Tax: N Nuisance: N		
Payment Method Includes: Cash: Y Check: Y Credit: Y Voucher: N VT: Y		
Print Only Miscellaneous w/CAMRA Id: N	Sort Miscellaneous Payments by CAMRA Id/Utility Account: N	
Print Only Miscellaneous w/Utility Id: N		

CAMRA Id/Acct	Type	Year Prd	Name Principal	Interest	Total	Section/District Code Mtd Check#	Date	User	Batch
FDP	Donations	Police							
	LAW ENFORCEMENT PARTNERS		725.12	0.00	725.12	FDPP CK 1822	04/27/23	JFAULK	042723TP
	NATIONAL NIGHT OUT					CHASE			



*Office of the City Manager  
Amanda C. Jarratt*

June 8, 2023

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Ward 1 and Ward 3 School Board Appointments

**Background Information**

The terms for the Ward 1 and Ward 3 seats on the City of Franklin School Board are scheduled to end on June 30, 2023. The public notice was properly run in the Tidewater News and the public hearing was conducted on May 22<sup>nd</sup>. Interviews with four candidates were conducted on June 5, 2023. An individual must be nominated during the public hearing in order to be considered for a position on the Franklin City School Board.

**Needed Action**

Consider the appointment of eligible individuals to the Franklin City Public School Board for a term of July 1, 2023 through June 30, 2026.



*Office of the City Manager  
Amanda C. Jarratt*

June 5, 2023

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Juneteenth AKA Virginia Mardi Gras

**Background Information**

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

**Needed Action**

None at this time.



*Office of the City Manager  
Amanda C. Jarratt*

June 9, 2023

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: City Manager's Report

### **General Updates**

- Staff continues to work on the various capital projects approved by City Council.
  - The staff committee for the Armory Project consists of Chad Edwards, Sammara Green, and Lin Darden. Carlee Gurskiy will also be involved. Camp Community College and other community partners will offer feedback throughout the design process. Staff has now participated in three webinars with HUD about our grant award.
  - The staff committee for the courthouse renovation project will consist of Chief Steve Patterson, Chad Edwards, and Lin Darden. The judges, Clerk of Court, and Sherriff's Department in addition to other stakeholders will be consulted throughout the design process. A meeting with the judges is scheduled for June 30<sup>th</sup>.
  - The staff committee met regarding Riverwalk Park.
    - The kayak design is underway. Survey is complete for the kayak launch additional area. We will incorporate this into the site plans.
    - Kayak launch design underway.
    - Flood study (no-rise study) underway. Not all bridge crossings requested from City are available. Awaiting completion of kayak launch to update.
    - At the moment we're currently awaiting the final site plan and kayak launch design before we can move forward with the Joint Permit Application for the VMRC and Corps permits. Once we have the final design in hand, we can prepare the required impacts mapping and update details relating to the VMRC component of the application. It should take us around 2 weeks to finalize the application after the plans are received.
- Staff continues to work with DHCD and Summit Engineering on the Laurel Street CDBG Grant. Client intake and income verifications have begun.
- Staff continues to meet with regional partners to discuss next steps on the regional radio system as well as violence and crime prevention.
- Attached is a flyer regarding a new program targeted at reducing thefts of catalytic converters.
- Staff continues to work with Court Services and our other locality partners for both short and long term solutions to the juvenile detention situation.
- The Literary Loan process continues with Franklin City Public Schools. A new contractor has been selected to assist the schools. The project estimates originally provided are not accurate and the project is estimated to cost an additional \$3M. We are working with the school system to phase the project and Davenport to

develop a plan of finance. The Literary Loan was approved and we are working with our partners to complete the process. The public hearing and resolution will be on the June 26, 2023 agenda.

- City Council held a retreat on March 2<sup>nd</sup>. The following topics were discussed and will be worked on by staff:
  - Food Trucks
    - A draft of updated regulations is being drafted by staff for review by the Planning Commission and Franklin City Council.
  - Increased Code Enforcement
    - Staff is working on a demolition plan for the posted unsafe structures. We are putting a plan in place to prepare for high grass season. We are working with legal to draft updated ordinances for parking and vehicles.
  - Communication with Franklin City Public Schools
    - We held a joint meeting with Franklin City Public Schools on March 30<sup>th</sup>. Additional meetings are being scheduled to maintain communication.
  - Increased focus and investment in Public Safety
    - Additional positions are included in the FY 24 budget. The updated radio system project is moving to Phase 2.
  - Historic District
    - Staff is reviewing the ordinance that is in place and providing a list of the individuals that need to be appointed. Staff is waiting on appointments from Franklin City Council.
  - Youth
    - Working on updated youth programming and additional partnerships.
    - The Virginia Foundation of Healthy Youth awarded the City of Franklin a grant to replace the antiquated equipment at the College Drive Park. The park will be built by City Employees on July 10th. There was no local match.
  - Special Tax Districts
    - Under discussion and research ongoing.
  - Camp Community College Partnerships
    - Under discussion.
  - Improved Communication with the Public through various means
    - A review of the PEG Channel and necessary equipment purchases are underway. Staff is working to update City Clips. Staff is researching other best practices. An Instagram page has been created.

### **Upcoming Community Events**

- Every Wednesday Franklin Cruise In
- June 15<sup>th</sup> Third Thursday Concert Series Kick Off
- June 17-19th - Juneteenth Cultural Festival aka Virginia Mardi Gras
- June 28th - Independence Day Celebration
- October 3<sup>rd</sup>- National Night Out
- December 1<sup>st</sup>-Holiday Parade
- December 2nd - Elf Parade & Holiday Market

# Franklin Police Department

## Catalytic Converter Paint and Deter Program

The Franklin Police Department has partnered with the following local business to provide **FREE** painting of catalytic converters for residents of the City of Franklin. Just call the business, make an appointment, and get your catalytic converter painted in high-temperature, attention-getting paint. Adding bright paint creates a visible deterrent against theft and alerts recyclers of possible theft. For questions, contact Sergeant Halverson at 757.562.8684.

**Blake Ford**—1101 Armory Drive, 757.997.2042

**Jack Junior Towing & Auto Repair**—251 South Main Street, 757.562.4367

**BOTH Winner's Circle dealerships**—1201 Armory Drive, 757.304.8962

**Holmes Automotive & Performance**—101 East Jackson Street, 757.304.9824

