



**Franklin City Council Agenda
August 14, 2023
Council Chambers
207 West Second Avenue
Franklin, Virginia 23851**

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

**CALL TO ORDER. VICE-MAYOR WYNDOLYN COPELAND
PLEASE TURN OFF CELL PHONES. VICE-MAYOR WYNDOLYN COPELAND
PLEDGE OF ALLEGIANCE
CITIZEN’S TIME
AMENDMENTS TO AGENDA**

- 1. CONSENT AGENDA:**
 - A. Approval of July 24, 2023 minutes
 - B. Introduction of New Employees- Social Services

- 2. FINANCIAL MATTERS**
 - A. Budget Amendment 2023-23 and 2024-03

- 3. OLD/ NEW BUSINESS:**
 - A. Zeno Wellness Group Proposal
 - B. VAACC-Vibes Proposed Mural Renderings
 - C. City Manager’s Report

4. COUNCIL/STAFF REPORTS ON BOARDS/COMMISSIONS

5. CLOSED SESSION

I move 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, Community Services Board of Zoning Appeals, Blackwater Regional Library Board, Southview Cemetery Advisory Committee, Historic Preservation Commission, Beautification Commission.

2.2-3711-A-8. Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, specifically related to the City of Franklin Zoning Ordinance.

2.2-37-11-8 and 2.2-3711-A-29 Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel and discussion of the

award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body specifically related to the procurement of a third party consultant for an administrative investigation.

Motion Upon Returning to Open Session- I 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 August 14, 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.

6. ADJOURNMENT

Closed Session & Regular City Council Meeting Minutes July 24, 2023

Call to order

The Franklin City Council held a Closed Session pursuant to Virginia Code Section 2.2-3711-A-1, for the discussion of appointments to boards and commissions, and discussion of performance of employees of the public body to discuss the following subject or subjects; to conduct the annual evaluation of the City Manager, on July 24, 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; Vice-Mayor Wynndolyn Copeland
Councilman Linwood Johnson; Councilman Mark Kitchen; Councilman Gregory McLemore;
Councilwoman Jessica Banks.

Council Members not in Attendance: Councilman Ray Smith

Staff in Attendance: Amanda Jarratt, City Manager.

Councilman Mark Kitchen made a motion to go into closed session, with a second from Councilman Linwood Johnson.

The motion carried the vote 6-0

The vote was as follows:

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

Mayor Bobby Cutchins affirmed the motion carried unanimously.

Motion Upon Returning to Open Session

Councilman Mark Kitchen moved 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 July 24, 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 6-0

The vote was as follows:

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

Call to order

The Franklin City Council held a regular City Council meeting on July 24, 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.

Council Members not in Attendance:

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

Other Staff in Attendance: Robert Porti, Deputy Chief of Police; Carlee Gurskiy, Director of Community Development; Zach Wright, Director of Power & Light; Matthew Jeziarski, Director of IT; Camara Jacobs, Director of Human Resources; Sarah Rexrode, Director of Social Services; Vernie Francis, Chief of EMS.

Citizen’s Time

Mr. Ashley Lee of 405 Washington Street, Franklin, Virginia, wanted to bring to Council’s attention the housing issue. Mr. Lee stated that he is a landlord and sees that there is an issue with housing and would want to collaborate to address the issues.

Ms. Pearlle Banks of 336 Robinhood Road, Franklin, Virginia, wanted to bring to Council’s attention to the issue of parking during early voting and the Cruise-In using the parking creating an issue to accessing the polling office. Ms. Banks also wanted to speak about political signs.

Amendments to Agenda

No amendments to the agenda.

Consent Agenda:

A. Approval of July 10, 2023 Meeting Minutes

Mayor Bobby Cutchins asked if there were any corrections or additions for the July 10, 2023 meeting minutes. Mayor Bobby Cutchins entertained a motion to approve the July 10, 2023 meeting minutes as presented. Councilman Mark Kitchen made a motion to approve the July 10, 2023 meeting minutes with a second from Councilwoman Jessica Banks.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wyndolyn Copeland	Aye
Mayor Bobby Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

Mayor Bobby Cutchins affirmed the motion carried.

Financial Matters:

A. Budget Amendment #2024-02

City Manager Amanda Jarratt stated be it resolved by the Council of the City of Franklin, Virginia that the 2023-2024 City Budget is hereby amended to

1. Appropriate ARPA Law Enforcement Equipment Grant award for use and
2. Appropriate the Creative Communities Partnership Grant award for use.

		2023-2024 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
	#1			
	GENERAL FUND			
	REVENUE			
100-3-24040-1814	Law Enforcement Equipment Grant	\$ -	\$ 318,000	\$ 318,000
100-3-24040-0008	Arts Grant	\$ -	\$ 4,500	\$ 4,500
				<u>\$ 322,500</u>
	EXPENDITURES			
100-4-31100-8718	Law Enforcement Equipment	\$ -	\$ 318,000	\$ 318,000
100-4-11010-5699	Contributions to Comm Organizations	\$ 170,668	\$ 175,168	\$ 4,500
				<u>\$ 322,500</u>

Mayor Bobby Cutchins entertained a motion to approve Budget Amendment 2024-02. Councilman Linwood Johnson made a motion to approve Budget Amendment 2024-02 with a second from Councilman Mark Kitchen.

Councilman Gregory McLemore needed clarification on the location of the Rawls Museum of Arts and why we are receiving a grant for them. City Manager Amanda Jarratt clarified that the City is one of the fiscal agents for the Rawls Museum of Arts, and this a grant that we receive on their behalf.

The motion carried the vote 7-0

The vote was as follows:

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

Mayor Bobby Cutchins affirmed the motion carried.

Old/New Business:

A. Alley Abandonment – Norfleet Street

City Manager Amanda Jarratt stated that there are two Public Hearings regarding the Alley Abandonment for Norfleet Street and Commerce Park Road. Ms. Carlee Gurskiy, Director of Community Development will provide the staff report and Mr. Christopher Mackenzie, Attorney will provide the prospective from the legal standpoint.

Ms. Gurskiy presents that application to vacate the alley between lot 6 on Norfleet Street and lots 12 and 13 on Fontaine Street. The applicant is requesting the alley to be vacated so that lot 6 can be used to develop a single-family dwelling. Currently, without the alley, lot 6 would not provide enough buildable area to build a single-family dwelling. With the increase of the lot size due to the alley vacation, the alley would serve as the 10’ side yard set-back, and thus provide enough buildable area for the applicant to build. Planning Commission made a motion to approve the vacation of the alley between Norfleet and Fontaine Street as presented with direction to staff to confirm the original owner of the property, prior to the City’s ownership, if any.

Mr. Mackenzie stated the statue requires the Public Hearing and Council can either adopt an ordinance to vacate the alley and put conditions in the ordinance to allow a certain time-period or require payment for the alley.

Mayor Bobby Cutchins opened the Public Hearing. No comments from public, Mayor Cutchins closed the Public Hearing.

Mr. Mackenzie stated that the firm can draft the ordinance for Council to review. Mayor Bobby Cutchins entertained a motion to defer to the next meeting.

Councilman Gregory McLemore made a motion to defer discussion until the next Council meeting with a second from Councilman Mark Kitchen.

The motion carried the vote 7-0

The vote was as follows:

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

Mayor Bobby Cutchins affirmed the motion carried.

B. Paper Street Abandonment – Commerce Park Road

Ms. Gurskiy stated the applicant has requested for the City of Franklin to vacate the Paper Street off of Commerce Park Road for the development of tax parcel #135-(169)-G. The applicant has expressed that the entire width of the Paper Street is needed to accommodate the width of turning radius for larger vehicles entering and exiting the property. Tax parcel #135-(169)-G is zoned M-1, which allows for light industrial uses including the manufacture, storage, or handling of products that are not dangerous or offensive because of odor, dust, fire, explosion, or other reasons and which employ processes or equipment that do not produce objectionable noise, vibration, glare, smoke, gas, wastes or the like. Activities in the M-1 district are generally dependent on raw materials that are refined at another location. The City of Franklin 2015 Comprehensive Plan Current and Future Land Use Map designate this property as industrial use. The future land use map shows Commerce Park Road could be connected to Sachs Avenue with the utilization of this Paper Street. Planning Commissioners made a motion to vacate the 60’ right-of-way of the Paper Street by splitting it between both neighboring interested property owners, where each owner would be able to purchase 30’ of the right-of-way priced at the fair market value with no required timeline for the development.

Mayor Bobby Cutchins opened the Public Hearing.

Mr. Brad Turner of 111 Commerce Park Rd, Mr. Turner is adjacent to tax parcel #135-(169)-G. After moving his business to Armory, Mr. Turner spoke with Ms. Gurskiy to split the properties to allow new businesses to come.

Mr. R.W. Tyler of 121 Commerce Park Rd, stated that he did meet with Mr. Turner and has been working with Community Development to work on vacating this alley. There are a lot of working parts having to involve Public Works, and the Department of Power and Light. Mr. Tyler will take on the expense to develop the roadway.

Mayor Bobby Cutchins closed the Public Hearing.

Councilman Gregory McLemore made a motion to vacate the property and develop a road at Mr. Tyler expense with a second from Councilman Linwood Johnson.

Councilman Ray Smith asked if we could create a surety bond, Mr. Mackenzie stated that the surety Council gets is that the ordinance will not be recorded until the business expansion has occurred.

The motion did not carry the vote 4-3-0

The vote was as follows:

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

Mayor Bobby Cutchins affirmed the motion did not carry.

Mayor Bobby Cutchins entertained a motion to defer discussion to next meeting. Councilwoman Jessica Banks made a motion to defer discussion to next meeting with a second from Councilman Gregory McLemore.

The motion carried the vote 7-0

The vote was as follows:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye
Vice-Mayor Wynndolyn Copeland	Aye
Mayor Bobby Cutchins	Aye
Councilman Ray Smith	Aye

Councilman Gregory McLemore

Aye

Mayor Bobby Cutchins affirmed the motion carried.

C. City Manager's Report

City Manager Amanda Jarratt stated the departments are working on the Laurel Street Community Block Grant, and there is an anticipated shortage from the time the grant started to now. Construction prices have skyrocketed and it has been difficult to obtain additional contractors. The Grant Management team is working on locating other funds.

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. Kimley Horne has been hired to navigate the HUD Grant process and will give an update at an upcoming meeting.
 - 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. The judges were not available on July 17th and are awaiting a date.
 - 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.
- Staff continues to work with DHCD and Summit Engineering on the Laurel Street CDBG Grant. Client intake and income verifications have begun and contracts are about to be issued. There may be a funding shortage so the Management Team is investigating other sources of funds potentially including HOME Funds.
- 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 2nd. 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 30th. 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 College Drive park build was a success and is now open to the public. A variety of upcoming activities for youth are planned for the remainder of the summer.
 - 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
- August 17th – Third Thursday Concert Series
- October 3rd – National Night Out
- Fall Festival – September 29th & 30th
- October 21st – Trick or Trot 5k Run
- December 1st – Holiday Parade
- December 2nd – Elf Parade & Holiday Market

Council/Staff Reports on Boards/Commissions:

Councilman Mark Kitchen offered Ms. Audrey Lee a position to the Blackwater Regional Library Board, she declined.

Closed Session

Councilman Mark Kitchen moved that the City of Franklin, Virginia City Council adjourn into 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, Community Services Board of Zoning Appeals, Blackwater Regional Library Board, Southview Cemetery Advisory Committee, Historic Preservation Commission, Beautification Commission, Franklin Redevelopment and Housing Authority.

The motion was seconded by Vice-Mayor Wynndolyn Copeland.

The motion carried the vote 7-0

The vote was as follows:

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

Mayor Bobby Cutchins stated the motion carried the vote.

Motion Upon Return to Open Session

Councilman Mark Kitchen moved 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 July 24, 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:

Councilman Linwood Johnson	Aye
Councilman Mark Kitchen	Aye
Councilwoman Jessica Banks	Aye

Vice-Mayor Wynndolyn Copeland	Aye
Mayor Bobby Cutchins	Aye
Councilman Ray Smith	Aye
Councilman Gregory McLemore	Aye

Mayor Bobby Cutchins stated the motion carried the vote.

Councilman Mark Kitchen made a motion to appoint Mr. Ashley Lee to the Franklin Redevelopment and Housing Authority with a second from Councilman Linwood Johnson.

The motion carried the vote 7-0

The vote was as follows:

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

Mayor Bobby Cutchins stated the motion carried the vote.

Councilwoman Jessica Banks made a motion to appoint Ms. Patrice Jones to Ward 5 of the Southview Cemetery Advisory Board with a second from Vice-Mayor Wynndolyn Copeland.

The motion carried the vote 7-0

The vote was as follows:

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

Mayor Bobby Cutchins stated the motion carried the vote.

Councilman Linwood Johnson made a motion to authorize execution of a grant for the Deer Creek documents with a second from Councilman Mark Kitchen.

The motion carried the vote 7-0

The vote was as follows:

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

Mayor Bobby Cutchins stated the motion carried the vote.

Councilman Johnson made a motion to amend the agenda to allow Councilman Mark Kitchen to make comments with a second from Councilman Mark Kitchen.

The motion carried the vote 7-0

The vote was as follows:

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

Mayor Bobby Cutchins stated the motion carried the vote. 3

Councilman Mark Kitchen commented on the issues related to political signs and parking in front of Franklin High School.

[Adjournment](#)

Councilwoman Jessica Banks made a motion to adjourn the July 24, 2023 City Council meeting with a second from Vice-Mayor Wynndolyn Copeland

The motion carried the vote 7-0

The vote was as follows:

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

Mayor Bobby Cutchins stated the meeting stands adjourned.

The July 24, 2023 City Council meeting was adjourned at 9:03 P.M.

Mayor

Clerk to City Council

BUDGET AMENDMENT 2023-23

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 state funds received from Schools in FY23 for SPM and FHS roof projects and appropriate for use.*

		<u>2022-2023 BUDGET</u>	<u>AMENDED BUDGET</u>	<u>INCREASE (DECREASE)</u>
#1				
100 GENERAL FUND				
EXPENDITURES				
100-4-93100-9265	Transfer School - Restrict to Roof Project	\$ 2,000,000	\$ -	\$ (2,000,000)
100-4-93100-9291	Transfer to General Debt Fund	763,820	2,763,820	2,000,000
				<u>\$ -</u>
#2				
100 GENERAL FUND				
REVENUES				
100-3-19020-0013	Misc Recoveries - FCPS	\$ -	\$ 1,000,050	\$ 1,000,050
				<u>\$ 1,000,050</u>
EXPENDITURES				
100-4-93100-9265	Transfer School - Restrict to Roof Project	\$ -	\$ 1,000,050	\$ 1,000,050
				<u>\$ 1,000,050</u>
251 SCHOOL CAPITAL FUND				
REVENUES				
251-3-41050-0100	Transfer from General Fund	\$ 2,000,000	\$ 3,000,050	\$ 1,000,050
				<u>\$ 1,000,050</u>
EXPENDITURES				
251-4-61000-7205	SPM Roof Project	\$ 1,000,000	\$ 1,500,025	\$ 500,025
251-4-61000-7501	FHS Roof Project	\$ 1,000,000	\$ 1,500,025	\$ 500,025
				<u>\$ 1,000,050</u>

Certified copy of resolution adopted by Franklin City Council.

Clerk to the City Council

BUDGET AMENDMENT 2024-03

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2023-2024 City Budget is hereby amended to:

1. *recognized revenue received for the Clean School Bus program and appropriate for use;*
2. *allocate 2022 Line of Credit Proceeds to DSS Building, Franklin JDR/District Court Design/Renovation and National Guard Armory Gym Design/Renovation for use;*
3. *carryover appropriation of Literary Loan for School Roof Projects for use;*
4. *recognize additional revenues from the State for Street Maintenance and to appropriate such revenue for use; and*
5. *recognize revenues from Franklin Southampton Charities and to appropriate such revenue for use; and*
6. *recognize Opioid Settlement Funds received and appropriate for use.*

	2023-2024 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
#1			
250 EDUCATION FUND			
REVENUE			
250-3-24000-0222 Clean School Bus Program	\$ -	\$ 1,164,600	\$ 1,164,600
			\$ 1,164,600
EXPENDITURES			
250-4-60000-0222 Clean School Bus Program	\$ -	\$ 1,164,600	\$ 1,164,600
			\$ 1,164,600
#2			
200 CAPITAL PROJECTS FUND			
REVENUE			
200-3-41050-0409 Transfer from General Debt Fund	\$ -	\$ 2,000,000	\$ 2,000,000
			\$ 2,000,000
EXPENDITURES			
200-4-94000-8259 DSS Building & Improvements -100 E 4th	\$ 865,000	\$ 1,465,000	\$ 600,000
200-4-94002-8100 Franklin JDR/District Court Design/Reno	\$ 1,080,000	\$ 1,780,000	\$ 700,000
200-4-94002-8101 National Guard Armory Gym Design/Reno	\$ 1,100,000	\$ 1,800,000	\$ 700,000
			\$ 2,000,000
401 DEBT-GENERAL			
REVENUE			
401-3-41050-0100 Transfer from General Fund	\$ 788,169	\$ 2,788,169	\$ 2,000,000
			\$ 2,000,000
EXPENDITURES			
401-4-93100-0200 Transfer to Capital Projects	\$ -	\$ 2,000,000	\$ 2,000,000
			\$ 2,000,000

		2023-2024 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
#3				
100 GENERAL FUND				
REVENUE				
100-3-41040-0002	Loans from Literary Fund	\$ -	\$ 2,000,000	<u>\$ 2,000,000</u>
				<u>\$ 2,000,000</u>
EXPENDITURES				
100-4-93100-9265	Transfer to School - Restrict to Roof Projects	\$ -	\$ 2,000,000	<u>\$ 2,000,000</u>
				<u>\$ 2,000,000</u>
251 EDUCATION CAPITAL				
REVENUE				
251-3-41050-0100	Transfer from General Fund	\$ -	\$ 3,000,050	<u>\$ 3,000,050</u>
				<u>\$ 3,000,050</u>
EXPENDITURES				
251-4-61000-7205	SPM Roof Project	\$ -	\$ 1,500,025	\$ 1,500,025
251-4-61000-7501	FHS Roof Project	\$ -	\$ 1,500,025	\$ 1,500,025
				<u>\$ 3,000,050</u>
#4				
100 GENERAL FUND				
REVENUE				
100-3-24040-0006	Street and Highway Maintenance	\$ 1,790,323	\$ 2,111,512	<u>\$ 321,189</u>
				<u>\$ 321,189</u>
EXPENDITURES				
100-4-41200-8333	Reserve for Street Imp Paving	\$ 350,000	\$ 671,189	<u>\$ 321,189</u>
				<u>\$ 321,189</u>
#5				
220 FOUNDATION GRANT FUND				
REVENUE				
220-3-18990-3001	Franklin/Southampton Charities	\$ -	\$ 10,000	<u>\$ 10,000</u>
				<u>\$ 10,000</u>
EXPENDITURES				
220-4-32100-8117	Fire Prevention - Other Grants	\$ -	\$ 5,000	\$ 5,000
220-4-91450-4009	Hunterdale Volunteer Fire Dept	\$ -	\$ 5,000	\$ 5,000
				<u>\$ 10,000</u>

		2023-2024 BUDGET		AMENDED BUDGET	INCREASE (DECREASE)
			#6		
100 GENERAL FUND					
REVENUE					
100-3-18990-3014	Opioid Settlement Funds	\$ -		\$ 3,376	\$ 3,376
					<u>\$ 3,376</u>
EXPENDITURES					
100-4-91500-5871	Opioid Settlement Funds	\$ -		\$ 3,376	\$ 3,376
					<u>\$ 3,376</u>

Certified copy of resolution adopted by Franklin City Council.

Clerk to the City Council

MEMORANDUM

TO: Amanda Jarratt
Franklin City Manager

FROM: Dr. Carlton Carter
Division Superintendent

DATE: July 20, 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 2024.

<i>Accounting Use Only</i>	<i>School Account</i>	<i>Amount</i>	<i>City Account</i>
Clean School Bus Program – Revenue Increase	45-	1,164,600.00	250-3-24000-0222
Clean School Bus Program – Expense Increase	45-	1,164,600.00	250-4-60000-0222



Gina Stewart <gstewart@fcpsva.org>

Selected for 2022 Clean School Bus Funding: 007808

1 message

Clean School Bus Rebates <cleanschoolbus@epa.gov> Tue, Oct 25, 2022 at 9:40 AM
To: "jryder@fcpsva.org" <jryder@fcpsva.org>, "rcrocker@fcpsva.org"
<rcrocker@fcpsva.org>

10/25/2022

Jeff Ryder
FRANKLIN CITY PUBLIC SCHOOLS
207 W 2ND AVE
FRANKLIN, VA 238511713

Dear Jeff Ryder,

Congratulations! The application with ID 007808 submitted to the Environmental Protection Agency's (EPA) 2022 Clean School Bus (CSB) Rebates for FRANKLIN CITY PUBLIC SCHOOLS has been selected for funding. **\$1,185,000** has been reserved for your use in this program to replace 3 bus(es).

These reserved funds include \$1,125,000 for 3 new electric bus(es), and \$60,000 for eligible charging infrastructure.

The replacement bus(es) must serve FRANKLIN CITY PBLIC SCHS located at 207 W Second Ave Franklin, VA 23851 for at least 5 years from the time of delivery. **As a selectee, you may now move on to the next step in the rebate process.**

Please carefully review the 2022 CSB Rebates Program Guide for detailed information and requirements for each step of the rebate process, including Section 8 that covers the next form to be submitted, the Payment Request Form (form availability anticipated in mid to late November 2022). It is also critical that you review the Terms and Conditions in Appendix C that govern the rebate program. When submitting the application, a representative of your organization certified that they had read and agreed to comply with the requirements and Terms and Conditions of the Program Guide.

As a selectee, you must complete the following summarized steps in the allotted time to receive your rebate payment. Failure to submit all the required forms and documentation or to complete the required work by the deadlines stated below will result in the forfeiting of funds.

- Selectees must submit an online **Payment Request Form** that includes an attached scan of the purchase order(s) for the new school buses and, if applicable, eligible charging infrastructure by **April 28, 2023**. The date of the purchase order cannot pre-date the date of this selection notification. The purchase order document must clearly show a transaction agreed upon between the organization that will own the new bus and a school bus equipment dealer. The purchase order document must be on dealer letterhead and include the following information for each bus:
 1. Purchaser name, address, and business phone number;
 2. Dealer name, address, and business phone number;
 3. Vehicle make, model, model year, fuel type, GVWR, and purchase price;
 4. Eligible infrastructure make, model, and purchase price;
 5. Purchase order date; and
 6. Delivery date estimate.

Be advised, the funding amounts noted above are maximum funding amounts; however, your organization may receive a disbursement of funds that is less than this maximum amount. This is because the funding amounts that EPA will disburse are based on actual bus and charging infrastructure costs supported by the purchase order(s), subject to the per bus funding limits detailed in Section 4 of the Program Guide. EPA anticipates disbursing funds within approximately 60 days of the receipt of the Payment Request Form. In many cases, this will result in a selectee receiving funds in advance of the delivery of the bus and charging infrastructure.

- Your organization must submit a **Close Out Form** by **October 31, 2024** that demonstrates that new buses were delivered and eligible charging infrastructure was delivered and installed. The Close Out form also requires documentation that old buses were scrapped or, for vehicle model year 2011 and newer, documentation that the old 2011+ buses were scrapped, sold, or donated. Please review Sections 9 and 10 of the Program Guide for more information.

Your organization can request extensions to the Payment Request Form and Close Out Form deadlines. EPA will review these requests on a case-by-case basis and may grant extensions if sufficient justification is provided. Selectees must continue to be actively registered in the System for Award Management (SAM) throughout the project period. Resources to assist your organization in successfully replacing old school buses with new, cleaner buses are available at our website. These resources include a 2022 Rebates Next Steps Flyer to help you navigate this process and an EPA Clean School Bus Program poster to display at your school in celebration! You can also reach out to CleanSchoolBus@epa.gov if you have questions after reviewing the Program Guide. Additionally, the status your application is shown in the applicant dashboard as well.

Finally, EPA intends to announce all selections for the 2022 Clean School Bus Rebates by the end of October. We would appreciate you not publicly announcing your selection or award until the EPA announcement.

Thank you for your participation in the 2022 CSB Rebates. We are looking forward to working with you in adding these clean school buses to your student transportation service.

Sincerely,

Karl J. Simon, Director
Transportation and Climate Division
Office of Transportation and Air Quality

Notice: The 2022 Clean School Bus (CSB) Rebate Program Payment Request Form is now available to request rebate payment for applications that have been selected for funding. All 2022 CSB Rebate Program applications are now read-only as the submittal period is closed.

MENU

Search EPA.gov

Clean School Bus

CONTACT US <<https://www.epa.gov/cleanschoolbus/forms/contact-us-about-clean-school-bus-program-funding>>

Clean School Bus Rebate Forms

- Clean School Bus Rebate Program <<https://www.epa.gov/cleanschoolbus/school-bus-rebates-clean-school-bus-program>>
 - Online Rebate Application Information <<https://www.epa.gov/cleanschoolbus/online-rebate-application-information-clean-school-bus-program>>
-

View Your Submitted Payment Request

Your submission is under review and not editable at this time. If you wish to change your submission, [contact the helpdesk](#)



<https://www.epa.gov/cleanschoolbus/forms/contact-us-about-clean-school-bus-program-funding> and provide your **Rebate ID** shown below.

 **Rebate ID:** 007808

6 of 6 **Signature**

** denotes required field*

Summary

Total Bus and Infrastructure Rebate Amount 	\$1,164,600.00	Total Applicant Bus and Infrastructure Cost Responsibility 	\$86,652.00
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Signature and Certification

The individual listed below must sign and submit this payment request before it will be considered for funding by the EPA. If you do not have the authority to sign this payment request, then notify the authorized representative so they can sign and submit the payment request. Note:

The authorized representative must be registered as either the Government Business (and alternate), or Electronic Business (and alternate) Point of Contact in SAM.gov to access this payment request.

By signing and submitting this payment request, applicants certify that:

1. They have read and agree to comply with the requirements and terms and conditions in the 2022 Clean School Bus (CSB) Rebates Program Guide. This certification is material representation that EPA will rely upon in providing funds for vehicle replacement rebates. False certifications may result in criminal prosecution under 18 U.S.C. § 1001, civil liability under the False Claims Act, 31 U.S.C. § 3729 et seq. and/or the Program Fraud Civil Remedies Act, 31 U.S.C. § 3801 et seq., suspension and/or debarment pursuant to 2 C.F.R. Part 180, and/or other criminal, civil or administrative penalties, sanctions, and remedies available to the Federal government.
2. Old buses listed to be replaced and new replacement buses must meet the eligibility requirements in the 2022 CSB Rebates Program Guide and, if selected for funding, old buses will be disposed of according to the Program Guide requirements.
3. Replacement buses and associated charging/fueling infrastructure funded in this program was not ordered until after official notification of selection.
4. They have the authority to represent the applicant organization listed on this form.
5. The public school system that will be served by the replacement buses for at least five years has been notified and approves of the proposed bus replacements.

6. The statements and information provided in this application are true and accurate to the best of their knowledge.
7. They will respond to EPA or its representatives if contacted to clarify information submitted in this payment request.

Sign the form by using your mouse cursor as a pen.

Once this payment request form is submitted, you, the other SAM.gov points of contact listed in the first paragraph on this screen, and the Primary and Alternate applicant contacts will receive an email confirmation. The applicant dashboard will show **submitted** as the status.

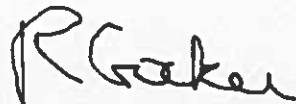
Name  *

REGINA CROCKER

Title  *

ACCOUNTS SPECIALIST

Electronic Signature of Authorized Representative *



Sign above



I confirm I have provided my signature above *

NOTE: Use of the browser back, forward, or refresh buttons will result in loss of work. Please navigate using the buttons at the bottom of the form.



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

1401 EAST BROAD STREET
RICHMOND, VIRGINIA 23219-2000

Stephen C. Brich, P.E.
Commissioner

July 1, 2023

Ms. Amanda Jarratt
City Manager
207 W Second Avenue
P. O. Box 179
Franklin, Virginia 23851

Re: Overweight Permit Fee Revenue Payments FY24

Dear Ms. Jarratt:

As you are aware, the 2012 General Assembly amended sections 46.2-1140.1, 46.2-1143, 46.2-1148 and 46.2-1149.1 authorizing the Commonwealth Transportation Board (CTB) to distribute overweight permit fee revenue on the basis of lane mileage to localities eligible for maintenance payments.

The CTB was authorized to begin making such payments for FY14. Your total supplemental payment for fiscal year 2024 will be \$1,297.95. These funds will be added to your maintenance payments and will be provided to you in equal quarterly payments beginning in September.

If you have any questions or need additional information, please contact me at (804) 225-4466.

Sincerely,

John Leonard
Urban Programs Manager
Local Assistance Division



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

1401 EAST BROAD STREET
RICHMOND, VIRGINIA 23219-2000

Stephen C. Brich, P.E.
Commissioner

July 1, 2023

To: Cities and Towns in the Urban System

Subject: Street Payments to Cities and Certain Towns under Section 33.2-319 of the Code of Virginia

In accordance with Section 33.2-319 of the *Code of Virginia*, the payment rates per lane mile for street payments have been updated for fiscal year 2024 as follows:

Principal/Minor Arterial Roads \$28,317.05 per lane mile

Collector/Local Streets \$16,625.86 per lane mile

These rates will be applied to eligible lane mileage for each classification as of July 1, 2023. The attached inventory and mileage summary reflects any approved adjustments in lane mileage that your municipality submitted to the Department during the past year. While we have made every effort to ensure the accuracy of the inventory, we recommend that you check for omissions and errors, etc., and advise this office of any changes needed.

Payments have been approved by the Commonwealth Transportation Board and will be made at the end of each quarter of the fiscal year by Electronic Data Interface (EDI).

Equipment rental rates can be found via the Blue Book, or rates through FEMA for declared emergencies only. The Rental Rate Blue Book can be found on the Equipment Watch webpage at <http://www.equipmentwatch.com/marketing/product/331/rental-rate-blue-book-equipment-costs>. For emergencies, the FEMA Equipment Rates can be found at (<http://www.fema.gov/government/grant/pa/eqrates.shtm>). The cost of the Rental Rate Blue Book purchase can be paid for utilizing maintenance funds.

Cities and Towns in the Urban System
July 1, 2023
Page 2

If you have questions or need additional information, please do not hesitate to contact me at (804) 225-4466. Thank you for your continued partnership.

Sincerely,

John Leonard
Urban Programs Manager
Local Assistance Division

Enclosure

Cc: District Administrators
Residency Administrators

VIRGINIA DEPARTMENT OF TRANSPORTATION
 URBAN MAINTENANCE INVENTORY
 LOCAL ASSISTANCE DIVISION

SUMMARY REPORT

DATE: 7/7/2023

TIME: 9:08:52AM

(145) City of Franklin

(23) Hampton Roads

(05) Hampton Roads

MILEAGE SUMMARY

STATE FUNCTIONAL CLASSIFICATION	LENGTH	PEAK HOUR MOVING LANE MILES
Arterial - Minor	(ARM) 7.70	23.37
Collector	(COS) 10.42	22.58
Local	(LOS) 32.38	64.54
TOTAL	<u>50.50</u>	<u>110.49</u>
STATE ARTERIALS	7.70	23.37
COLLECTOR and LOCAL	42.80	87.12
TOTAL	<u>50.50</u>	<u>110.49</u>

Franklin Southampton Charities

Post Office Box 276 • 403^{1/2} North Main Street • Franklin, Virginia 23851
Phone: 757/569-1611 • Fax: 757/569-1615 • email: fsc@franklinsouthamptoncharities.com

July 18, 2023

Ms. Amanda C. Jarratt
City Manager
City of Franklin
207 W. 2nd Avenue
Franklin, VA 23851

Dear Amanda:

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

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

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

Sincerely,



Marshall Rabil
Chair, Grants Committee

Enclosures

From: NoReply@nationalopioidofficialsettlement.com
To: [Amanda C. Jarratt](#); [Rachel Trollinger](#)
Cc: rpetkauskas@browngreer.com; aoxenreiter@browngreer.com; rmotley@browngreer.com
Subject: National Opioid Settlements – Payment – Franklin City
Date: Wednesday, August 2, 2023 6:07:54 PM
Importance: High

This is an official communication from the Directing Administrator of the National Opioid Settlements.

On 08/02/2023, the Directing Administrator initiated payment to your Subdivision as outlined in the table below. If your Subdivision is receiving payment for multiple Distributor Payment Years, those payments will be aggregated into one wire or check. Similarly, if your Subdivision is receiving payment for multiple Janssen Payment Years, those payments will be aggregated into one wire or check.

BG Entity ID	State	Beneficiary Type	Beneficiary Name	Payment Type	Payment Amount	Payment Method
12231	Virginia	General Purpose Government	Franklin City	Distributor Payment 3	\$3,376.09	Wire Transfer

Please contact the Office of the Attorney General in your State if you have any questions regarding how your Subdivision's payment amount was calculated or how your Subdivision can use Settlement Funds.

Please let your Case Manager know if you encounter any issues with this payment.

Thank you,

BROWN GREER PLC

Directing Administrator

National Opioid Settlements

www.NationalOpioidOfficialSettlement.com

This electronic mail is intended to be received and read only by certain individuals. It may contain information that is privileged or protected from disclosure by law. If it has been misdirected, or if you suspect you received this in error, please notify me by replying and then delete this message and your reply. These restrictions apply to any attachment to this email.



*Office of the City Manager
Amanda C. Jarratt*

August 8, 2023

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Zeno Wellness Group

Background Information

Representatives from Zeno Wellness Group will be present to discuss their current operation and a potential project for individuals with chemical dependency and substance addiction who are beginning recovery.

Needed Action

None at this time.



*Office of the City Manager
Amanda C. Jarratt*

August 8, 2023

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Virginia African American Cultural Center, Inc. and VIBE Mural Renderings

Background Information

Attached are several mural renderings provided by Dr. Amelia Ross-Hammond Founder and Chairman of the Virginia African American Cultural Center, Inc. in cooperation with VIBE out of Virginia Beach. They have asked for feedback on the preferred choice.

Needed Action

Provide direction on the preferred mural rendering in order to provide feedback to the Virginia African American Cultural Center, Inc. and VIBE so that the project can proceed.

VAACC/VIBE MURAL PROPOSALS FOR FRANKLIN VIRGINIA

SETH LUBATON

Previous work sample:



PROPOSED ARTWORK:



VAACC/VIBE MURAL PROPOSALS FOR FRANKLIN VIRGINIA

HAMILTON GLASS

Previous work sample:

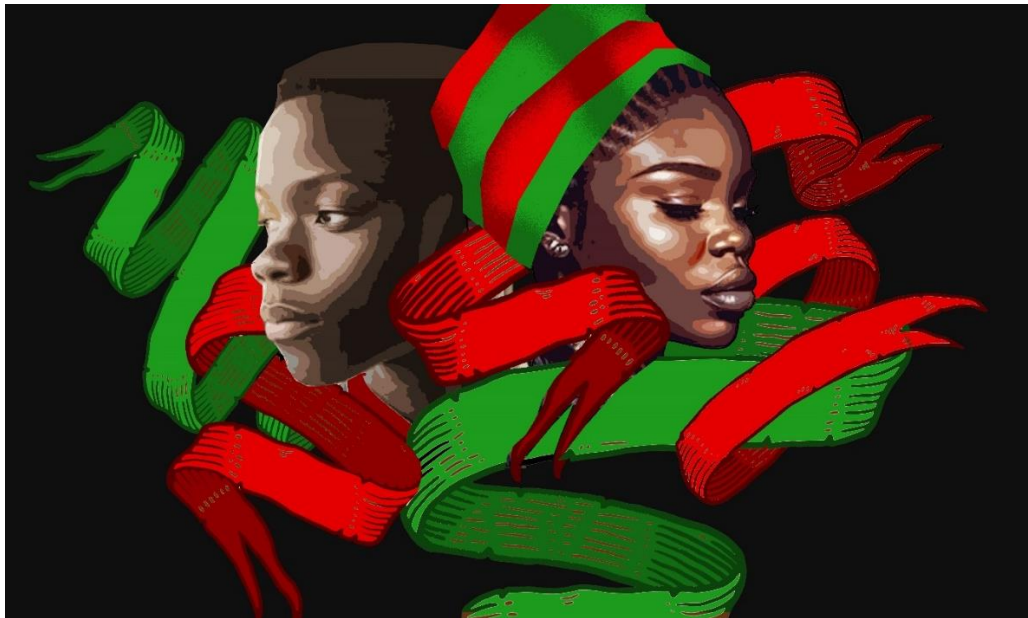


PROPOSED ARTWORKS:



VAACC/VIBE MURAL PROPOSALS FOR FRANKLIN VIRGINIA

PROPOSED ARTWORK (2):





*Office of the City Manager
Amanda C. Jarratt*

August 8, 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. Kimley Horne has been hired to navigate the HUD Grant process as mentioned in the previous City Council meeting.
 - 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. The judges were not available on July 17th and I awaiting a date.
 - 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 and contracts are about to be issued. There may be a funding shortage so the Management Team is investigating other sources of funds potentially including HOME Funds.
- 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 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.

- City Council held a retreat on March 2nd. 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 30th. 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 College Drive park build was a success and is now open to the public. A variety of upcoming activities for youth are planned for the remainder of the summer.
 - 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
- August 17th - Third Thursday Concert Series
- October 3rd - National Night Out
- September 29th and 30th - Fall Festival
- October 21st - Trick or Trot
- December 1st - Holiday Parade
- December 2nd - Elf Parade & Holiday Market

Third Quarter Amnesty Week: Aug. 14th-18th

No demolition debris, trees over 6" in diameter, lot-clearing materials, paint, or other hazardous materials will be collected. Limbs must be cut to an ordinance length of 4' long and piled neatly at the curbside. For further questions, contact (757) 562-8564

