

AGENDA

FRANKLIN CITY COUNCIL

MONDAY, JANUARY 14, 2019 – CITY HALL COUNCIL CHAMBERS – 207 W. SECOND AVE.

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

CALL TO ORDER MAYOR FRANK M. RABIL

PLEASE TURN OFF CELL PHONES MAYOR FRANK M. RABIL

PLEDGE OF ALLEGIANCE

CITIZENS' TIME

AMENDMENTS TO AGENDA

1. CONSENT AGENDA

- A. Minutes: January 14, 2019 Regular meeting
- B. Departmental Reports: December, 2018 (Separate File)

2. FINANCE

- A. Mid-Year Financial Report
- B. FY 2018 – 2019 City Budget Amendment # 2018 – 08
- C. Tentative FY 2019-2020 Calendar

3. OLD/NEW BUSINESS

- A. Airport Renaming and Vehicle Request
- B. Emergency Medical Dispatch Program Grant—Interim Police Chief Porti
- C. Vehicle Preventative Maintenance and Vehicle Replacement Programs—Interim Police Chief Porti
- D. City Manager's Report
 - 1. Open Positions Update
 - 2. Information on Federal Employees Furlough
 - 3. Update on Emergency Services Billing Amounts

4. COUNCIL/STAFF REPORTS ON BOARDS/COMMISSIONS5. CLOSED SESSION

I move that the Franklin City Council meet in closed session to discuss and consider candidates for employment; and, consultation with legal counsel pertaining to probable litigation where such briefing in open meeting would adversely affect the negotiating posture of the City; and , consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel, pursuant to Virginia Code Sections 2.2-3711 (A) (1), (A) (7) and (A) (8).

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

6. ADJOURNMENT

UPCOMING ITEMS TO BE SCHEDULED

The items below are intended to be reflective, and not inclusive of all subjects staff is working on to bring forward to City Council in the next two months. Both the time lines and subject matter are subject to change and should not be considered final.

| <u>SUBJECT</u> | <u>TENTATIVE TIME LINE</u> |
|----------------------------------|-----------------------------------|
| Next City Council Meeting | Monday, February 11, 2019 |

CONSENT AGENDA

A. Minutes: January 14, 2019 Regular meeting

B. Departmental Reports: December, 2018 (Separate File)

The Franklin City Council convened its Regular meeting on Monday, January 14, 2019 at 7:00 p.m. in the Council Chambers at City Hall. Mayor Rabil called the meeting to order.

Council Members in Attendance: Mayor Frank Rabil, Barry Cheatham, Vice-Mayor; Linwood Johnson, Bobby Cutchins, Wynndolyn Copeland, Benny Burgess and Councilman McLemore.

Staff in Attendance: Clarence Monday, Interim City Manager; Taylor Williams, City Attorney; Mark Bly, Director of Power and Light; Russ Pace, Director of Public Works; Brenda Rickman, Commissioner of Revenue; Deputy Chief Mark Carr, Interim Director of Emergency Services; Donald Goodwin, Director of Community Development; Tracy Spence, Interim Director of Finance; and Dinah Babb, Treasurer.

Other Staff in Attendance: Clay Hyatt, Parks and Recreation; Sergeant Frank Justice, Franklin Police Department; Dan Howe, Executive Director, Downtown Franklin Association; and Teresa Rose-McQuay; Administrative Assistant and Acting Secretary, Recording Minutes.

Others in Attendance: Tamera Sterling, Superintendent, Franklin City Public Schools; and Stephen Faleski, Tidewater News Reporter.

Citizen Recognitions

Mayor Rabil announced that there were several positive happenings in the City of Franklin since our last Council meeting in December.

Mrs. Raystine D. Johnson-Ashburn was honored as one of the Virginian Pilot's Inside Business Women in Business at the Norfolk Waterside Marriott on December 11, 2018.

Mr. Stan Rich, retired Franklin Business owner, was honored at the Carolina Beach Industry Awards. He received an Industry award.

Mr. Matt Stout and Mr. Blake Rose participated in the National College Cornhole Championship in Myrtle Beach, South Carolina. Matt won \$3,000 prize in the Singles Division. Matt and Blake both competed in the Doubles division. The event was televised on ESPNU. They sported the Paul D. Camp Community College jersey. Both the City of Franklin and Southampton County were mentioned in the telecast.

Mr. Drelyn Ford, a senior at Franklin High School signed his national letter of intent to play football for Wake Forest. He will receive a full scholarship for academics and athletics to a major Division I program at a worth around \$400,000.

Mayor Rabil congratulated all of these individuals for the awards, as well as, their positive recognition of the City of Franklin.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by everyone in attendance.

CITIZENS' TIME

No one signed up to speak at Citizens' Time.

AMENDMENTS TO AGENDA

There were no amendments to the agenda.

Consent Agenda**Minutes: December 4, 2018 Called Meeting**

Mayor Rabil asked if there were any corrections to the minutes of the December 4, 2018 Special Called meeting. Hearing none, he called for a motion.

Councilman Burgess made the motion to adopt the minutes as presented. Vice-Mayor Cheatham seconded the motion.

The motion was approved by a 7-0 vote.

Minutes: December 10, 2018 Regular Meeting

Mayor Rabil asked if there were any corrections to the minutes of the December 10, 2018 Regular meeting. Hearing none, he called for a motion. Councilman Johnson made the motion to adopt the minutes as presented. Vice-Mayor Cheatham seconded the motion.

The motion was approved by a 7-0 vote.

Minutes: December 11, 2018 Called Meeting

Mayor Rabil asked if there were any corrections to the minutes of the December 11, 2018 Special Called meeting. Hearing none, he called for a motion.

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

The motion was approved by a 7-0 vote.

Minutes: December 18, 2018 Called Meeting

Mayor Rabil asked if there were any corrections to the minutes of the December 18, 2018 Special Called meeting. Councilman McLemore asked that the minutes be amended to show him as present at the meeting since we do not report verbatim minutes.

Councilman Johnson made the motion to adopt the minutes with the necessary corrections. Councilman McLemore seconded the motion.

The motion was approved by a 7-0 vote.

Minutes: January 7, 2019 Called Work Session Meeting

Mayor Rabil asked if there were any corrections to the minutes of the January 7, 2019 Called Work Session meeting. Hearing none, he called for a motion.

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

The motion was approved with the vote as follows:

Councilman Johnson, AYE; Councilman Cutchins, AYE; Councilwoman Copeland, AYE; Vice-Mayor Cheatham, AYE; Councilman McLemore, NAY; Councilman Burgess, AYE and Mayor Rabil, AYE.

FINANCE**Mid-Year Financial Report**

Mayor Rabil recognized Interim City Manager Monday who reported that the City is six months into our fiscal budget year. He informed everyone that Interim Finance Director Spence would be giving the Mid-Year financial report at the January 28th meeting.

FY 2018-2019 City Budget Amendments #2019-06 and #2019-07

Interim City Manager Monday recognized Interim Finance Director Spence to present the FY 2018-2019 City Budget Amendments #2019-06 and #2019-07.

Interim Finance Director Spence stated the city budget amendment #2019-06 was hereby amended to:

1. Recognize additional revenues related to donations to the Police Department from the Dairy Queen First Responders' day;
2. Reallocate appropriations for additional building security at City Hall;
3. Recognize additional revenues from the Commonwealth of Virginia to fund projected increases in DSS workload due to Medicaid expansion (no local match requirements in FY19) and to appropriate such revenue for new uses;
4. Recognize additional revenue from the Camp Foundations and to appropriate such revenue for new uses; and
5. Recognize additional revenues associated with recoveries & rebates in the Franklin Economic Development Fund and to appropriate such revenue for uses.

[See City Manager's Report for additional comments.]

Councilman McLemore asked Interim Director Spence about the additional security for the City Hall. Interim Director Spence answered that it was to put locks on the doors that would be controlled electronically to secure the building. This system would allow the building to be secured for the hours that there is nothing going on after 5 p.m. Times when the building needs to be opened will be programmed and the doors would be opened during those times. This is a security measure to protect the employees.

Council members shared their thoughts on the matter and Mayor Rabil asked for the pleasure of Council.

Interim City Manager Monday stated that in most localities these self-locking doors are a security feature that is a common.

Vice-Mayor Cheatham made the motion to adopt City Budget Amendment #2019-06 and Councilman Johnson seconded the motion.

The motion was approved with the vote as follows:

Councilman Johnson, AYE; Councilman Cutchins, AYE; Councilwoman Copeland, AYE; Vice-Mayor Cheatham, AYE; Councilman McLemore, NAY; Councilman Burgess, AYE and Mayor Rabil, AYE.

Interim Finance Director Spence stated the city budget amendment #2019-07 was hereby amended to:

1. Reallocate \$8,633 from professional services to salaries and fringe benefits to cover the City's portion of the salary to fill the inspector position as a result of an employee's retirement. This is a shared services position and Southampton County has verified that their portion of the salary was funded in FY19; and
2. Authorize the use of fund balance to pay pro rata fees received in prior fiscal years to the developer for the Riverwood Estates Subdivision pursuant to the City's Pro-Rata policy.

Community Development Director Goodwin explained in detail the pro rata policy. The purpose of the pro-rata policy and agreement was to allow for the reimburse of the developer for the costs to construct all public infrastructure necessary to serve all the individual parcels as identified in the initial Design Service Area Map over and above what is needed to serve the developer's subdivision.

Upon completion and acceptance of the infrastructure, in this case water and sewer improvements including a regional sewer pump station now owned by the City on North High Street, the first developer has a choice of the method of reimbursement. The first developer may choose to be paid by pro-rata share from a subsequent developer in the area prior to approval of the final subdivision plat or they may choose the connection fee credit option. The letter from Saunders & Ojeda , P.C. (attached) on behalf of FSP Note, LLC, the first developer, they have elected the connection fee credit for reimbursement.

Included in the agenda package is a spreadsheet that lists all the properties in the the Riverwood Estates Subdivision where water and sewer connection fees have been paid, building permits have been obtained and the utility services activated. In accordance with the Pro-Rata Policy (attached) please authorize the reimbursement of \$56,000 to NSP Note, LLC based on the attached spreadsheet. Payment should be held until the City has received an affidavit of the continued existence of FSP Note, LLC as outlined in paragraph 8 of the pro-rata agreement.

After discussion with Council, Mayor Rabil asked for the desired action.

Vice-Mayor Cheatham made the motion to adopt City Budget Amendment #2019-06 and Councilman Johnson seconded the motion.

The motion was approved with the vote as follows:

Councilman Johnson, AYE; Councilman Cutchins, AYE; Councilwoman Copeland, AYE; Vice-Mayor Cheatham, AYE; Councilman McLemore, NAY; Councilman Burgess, AYE and Mayor Rabil, AYE.

CAFR Management Letter Update

Interim Finance Director reminded Council that the City's auditor issued a management letter pursuant to the FY18 fiscal audit. The management letter addressed four areas of concern related to the School's financial accounting practices. The School's superintendent responded to these areas of concern in a letter dated December 13, 2018. In regards to the area of concern for the School's reconciliation between the RDA system & the Edmunds system, the City Finance staff has met with the School Finance staff and the School Superintendent and this issue is resolved to the auditor's satisfaction. The other three areas of concern dealt solely with the School's Finance staff. Interim Finance Director Spence introduced Ms. Tamara Sterling, Franklin City Public Schools Superintendent to address them directly.

Superintendent Sterling stated that the schools have a professional development plan. They are meeting with their finance department, as well as, partnering and working with the City's finance staff to ensure that everything that has been asked for is collected in a timely manner.

Mayor Rabil stated that the areas of concerned are being addressed and everyone is working together to achieve the goals going forward.

OLD/NEW BUSINESS

Armory Field Lighting Project

Mayor Rabil recognized Attorney Williams to present the Armory Field Lighting Project to Council. He stated that near the end of July, 2018, a request was made for the rental of a man lift, capable of lifting a Power and Light employee up high enough to change out burned out light bulbs and bulbs expected to go out in the near future. This measure was to ensure that there would be sufficient light on the field to allow the high school football team and the Mustang football team to play ball under the lights for the fall football season. In the past, Power and Light had deployed its truck with a man lift to go as high as possible on the light poles around the football field and then an employee would leave the bucket and climb the pole to the top and change the necessary bulbs. Last year, the men climbing the pole complained of the conditions of the poles and stated that it had become unsafe to climb and to use the platforms at the top of the poles. The man lift was ordered at a cost of \$3,000 to reach the top height of the poles and change out the light bulbs for the football season. Neither Power & Light nor Parks & Recreations department had budgeted funds to cover this expense. While the man lift was available Power & Light took pictures of the poles and platforms to document their conditions.

After all of the necessary bulbs had been replaced, Mark Bly, Director of Power & Light did research and contacted Musco Lighting and requested a meeting to explore what could be done. At a meeting on November 28, 2018. An appointment was made to conduct the light audit on December 13, 2018. Following the appointment, Musco Lighting prepared and presented a light audit to Mr. Bly dated December 26, 2018. The audit shows the current lighting is insufficient for football and baseball. Included in the audit were three options for addressing the insufficient lighting. The first is an option with a 10-year warranty. The second is an option for a 25-year warranty. The third option is a lease/purchase with 4 different proposals each covering a 10-year period of time.

Pictures of the light poles were distributed to Council members prior to the meeting. This information is intended for information only to be considered in the upcoming FY 2019- 2020 Budget. No action is

being sought on this matter. Power & Light Director Mark Bly and Athletic Specialist Clay Hyatt of Parks and Recreation answered questions by council and the meeting progressed.

Rawls Farm Lease Amendment

Mayor Rabil recognized Attorney Williams to present the Rawls Farm Lease amendment to Council.

Attorney Williams advised Council that on January 10, 2018, the City entered into a lease with Carr Farms to lease the farm known as the Rawls Farm located on Fairview Drive. The lease is a four-year lease that ends on December 31, 2021. The lease recites the farm contains approximately 30.5 acres of land on 4 tracts. The tract identified as Tract 1, containing approximately 12.5 acres of land was the subject of discussion at the time of signing the lease because it was thought that a portion of Tract 1 might now be classified as “wetlands” and the tenant would not be able to cultivate that portion of Tract 1. Using GPS mapping technology, it was determined that 2.70 acres of the 12.5 acres of land in Tract 1 could not be cultivated because it had become “wetlands”. The lease rent was based on an accepted bid of \$128.75 per acre. Therefore, the rent to be paid should be adjusted down by the sum of \$347.63, equaling 2.70 acres times \$128.75 per acre.

Attorney Williams stated that the lease rent is \$3,926.80 on an annual basis. The Tenant has paid \$1,926.80 in rent that was due on May 1, 2018 and paid the balance of \$2,000 that was due on December 1, 2018, less the adjustment of \$347.63 for the land that could not be cultivated. The new lease payment will be \$1,926.80 due in May each year and \$1,652.37 due in December each year through December 31, 2021. A motion is necessary to approve this change to the lease and a budget amendment will be brought to Council for action recognizing the decrease in revenue to the City.

After discussion on the matter, Councilman McLemore made the motion that the Farm Lease dated January 10, 2018 between the City of Franklin and Carr Farms be amended to reflect a decrease in the amount of rent to be paid annually from \$3,926.80 to the sum of \$3,579.17 annually beginning with the rent that was due for the year 2018 and for subsequent years ending on December 31, 2021. Vice-Mayor Cheatham seconded the motion.

The motion was approved by a 7-0 vote.

Online Bill Pay Discussion

Discussion of the online bill pay option.

On January 7, 2019, Council engaged in a thorough discussion of the online bill pay options and the reference is reflected in those minutes. The Council was advised that a decision by Council was needed to meet a time deadline for getting the module included in the technology upgrade.

From information provided to Council, there is a convenience fee charged for each credit card transaction. If the City elects to pay the convenience fee the estimated cost to the City is approximately \$125,000. This would represent 2.3 cents of revenue on the real estate taxes. The convenience fee costs the City 2.25% per transaction.

The other option is to have the customer desiring to use the online billing option with a credit card to pay the convenience fee for the privilege. The cost to the customer would be 2.95% per transaction.

After a vigorous debate on this issue between the Council members, Treasurer Babb, and city staff, Vice-Mayor Cheatham made a motion to approve the the cost be paid by the customer's. The motion lacked a second.

After further discussion by the Council, Mayor Rabil asked Treasurer Babb and staff to do a survey to solicit the customer base to find out what they feel about the matter. Mayor Rabil noted that the online bill pay option could be considered at future time asked for the desired action of Council. Councilman McLemore made a motion not to approve the online bill pay at this time and Councilwoman Copeland seconded it. The mitigating concern was the fees and the extra burden on the customer's., Mayor Rabil called for the question.

The motion was approved by a 7-0 vote.

City Manager's Report

Before going into the City Manager's report, Interim City Manager Monday mentioned an oversight of a missed item that was included in the Finance section within the FY 2018-2019 City Budget Amendments #2019-06 and #2019-07 documentation. It was clarified that it required no action from Council and was for informational purposes only.

Community Development Director Goodwin requested as of a result of a grant opportunity from the Obici Foundation of \$50,000 that would allow the Parks and Recreation department to make surface improvements to two unused tennis courts at the Armory Drive Park. These improvements will allow for a multi-sport court and will provide practice and game play space for various activities. To accomplish this, should the city be a successful candidate, the city will need other funding resources to insure that the project can be completed. (A attached proposed budget was enclosed in the agenda package). There have been verbal commitments from USA Soccer for 33% of the total cost and International Paper once the city secures the rest of the funding. There are funds budgeted in the current CIP for playground equipment at certain parks that are identified in the projects description in the CIP that if needed could go towards the project. However, to allow these funds to be accessible it would be necessary to amend the project description in the parks and recreation capital improvements project to read as follows; "Playground Equipment and improvements at the various city parks including College Drive, MLK, Jr. Community Center, Bruce Street & Riverwalk Parks".

After discussion by Council, Councilman McLemore made a motion to change the language of the description in the Capital Improvement Plan to read " Playground Equipment and improvements at the various city parks including College Drive, MLK, Jr. Community Center, Bruce Street & Riverwalk Parks". Councilman Cutchins seconded the motion.

The motion was approved by a 7-0 vote.

Interim City Manager Monday commented on the items in the City Manager's report. Interim City Manager Monday reported that at the upcoming session in the 2019 General Assembly there is a joint resolution to recognize and celebrate 100 years of service by the officers of the Commissioners of the Revenue Association. Commissioner of the Revenue Rickman will miss the the January 28th meeting to be at the Legislative meeting. Interim City Manager Monday commented that the city works well with all its staff members and its constitutional officers.

Interim City Manager Monday thanked Council for their trust in his abilities and allowing him to serve the City of Franklin during his tenure.

Mayor Rabil thanked Interim City Manager Monday for his professionalism that he shared during his tenure here and wished him well in his future endeavors. The majority of Council and all others in attendance gave Interim Manager Monday a standing ovation demonstrating their thanks and appreciation. Interim City Manager Monday was humbled by the act and again thanked everyone.

COUNCIL/STAFF REPORTS ON BOARDS & COMMISSIONS

Vice-Mayor Cheatham reported that the HRPTO and HRTAC meetings that he attended. The majority of those meetings centered around the Hot Lanes that will begin in Bowers Hill to the Hampton Roads Bridge Tunnel. He also reported on the Western Tidewater Regional Jail and informed the Council that the jail would be reviewing the budget in the near future.

Councilman Cutchins asked about the name change for the airport. Interim City Manager Monday stated that would be on the January 28th agenda.

Councilman Johnson reported on the 2019 VML/VACO Finance Forum that he attended. He stated that he would be sharing the materials that were discussed with Council members at an upcoming meeting.

Councilman Burgess informed everyone that the current tax law for 2019. He asked that everyone contact local legislators and request they pass conformity as soon as possible in order to prevent delays during the 2019 season. This will cause delays with returns and refunds for this tax season.

Mayor Rabil stated they Mr. Jamie Craig and incoming City Manager Amanda Jarratt would be joining them in the Closed Session for a presentation.

Closed Session

Councilwoman Copeland made the motion for the Franklin City Council to meet in Closed Session to discuss and consider a prospective candidate for employment; to discuss and consider the acquisition of real property for a public purpose; to discuss and consider a prospective business where no previous announcement has been made of the business' interest in locating in the City; consultation with legal counsel pertaining to probable litigation where such briefing in open meeting would adversely affect the negotiating posture of the City; Consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel pursuant to Virginia Code Section 2.2-3711 (A)(1), (A) (3), (A) (5), (A) (7) and (A) (8). Councilman Burgess seconded the motion.

The motion was approved by a 7 – 0 vote.

The Council entered closed session at 9:00 p.m.

Mayor Rabil reconvened the open session at 11:04 p.m. and asked for a motion certifying the closed session.

Vice-Mayor Cheatham made a motion certifying that the only matters discussed during the closed session were those lawfully exempted from open meeting requirements and identified in the motion by which the closed session was convened. The motion was seconded by Councilman Johnson.

The motion was approved by a 7 – 0 vote.

Adjournment

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

The motion was approved by a 7 – 0 vote.

Mayor Rabil declared the meeting adjourned at 11:05 p.m.

These Minutes for the January 14, 2019 City Council Regular Meeting were adopted on the 28th day of January 2019.

Mayor

Interim Clerk to City Council

FINANCE

A. Mid-Year Financial Report

B. FY 2018 – 2019 City Budget Amendment # 2018 – 08

C. Tentative FY 2019-2020 Calendar



HIGHLIGHTS – GENERAL FUND
For the period ending December 31, 2018

Based on Unaudited Financial Data

Basis of Reporting

- The information enclosed is the City's Financial Report for the General Fund for the period ending December 31, 2018.
- The report contains provisions for most revenue and expenditure accruals.
 - Reflects 6 months of revenues & expenditures in most cases (where noted, the 6th month has been estimated) – modified accrual basis of accounting.
- Financial Report presentation is consistent with the department's objectives to:
 - Report timely, relevant, understandable and accurate financial data
 - Promote accountability through monitoring, assessment and reporting.

Revenue Highlights – Tax Collections

- ❑ Overall General Property Tax collections of \$4.29m is down from FY18 collections of \$4.4m, primarily attributable to: (1) \$85k decrease in real estate current tax collections; and (2) \$34k decrease in real estate delinquent tax collections.
- ❑ There are five major sources included in General Property Taxes:
 - ❑ Real Estate Taxes (Current & Delinquent)
 - ❑ Personal Property Taxes (Current & Delinquent)
 - ❑ Penalty and Interest on Taxes
 - ❑ Public Service Corporation Taxes
 - ❑ Machinery & Tools Taxes

Revenue Highlights – Tax Collections

- ❑ Current Real Estate taxes of \$2.56m are at 44.9% of budget and 3.2% lower than prior year period collections of \$2.65m.
- ❑ Delinquent RE taxes of \$149k are at 69.2% of budget and 18.8% lower than prior year period collections of \$183k.
- ❑ Current Personal Property taxes of \$1.38m are at 90.5% of budget and is comparable to prior year.
- ❑ Delinquent Personal Property taxes of \$46.3k are at 132.2% of budget and 43.6% higher than prior year period collections of \$32.2k.
- ❑ Penalties and Interest of \$56.8k are at 43.7% of budget and 2% lower than prior year period collections of \$57.9k.
- ❑ Public Service Corporation taxes of \$79.4k are at 106.2% of budget.

General Property Taxes- Overall BUDGET COMPARISON-Cash Basis

| REVENUE SOURCE | 2018-2019 | ACTUAL | BUDGET | 2017-2018 | ACTUAL | BUDGET |
|------------------------------------|---------------------|---------------------|--------------|---------------------|---------------------|--------------|
| | BUDGET | Current Year | % | BUDGET | Prior Year | % |
| Real Estate Taxes-Current | \$ 5,710,573 | \$ 2,561,869 | 44.9% | \$ 5,421,074 | \$ 2,647,544 | 48.8% |
| Real Estate Taxes-Delinquent | 215,000 | 148,780 | 69.2% | 220,000 | 183,246 | 83.3% |
| Personal Property Taxes-Current | 1,520,700 | 1,375,504 | 90.5% | 1,551,897 | 1,386,636 | 89.4% |
| Personal Property Taxes-Delinquent | 35,000 | 46,282 | 132.2% | 45,000 | 32,225 | 71.6% |
| Machinery & Tools | 20,000 | 19,483 | 97.4% | 21,050 | 20,024 | 95.1% |
| Penalties & Interest Taxes | 130,000 | 56,761 | 43.7% | 130,000 | 57,922 | 44.6% |
| Public Service Corporation Taxes | 74,750 | 79,375 | 106.2% | 68,614 | 74,698 | 108.9% |
| GENERAL PROPERTY TAX | \$ 7,706,023 | \$ 4,288,054 | 55.6% | \$ 7,457,635 | \$ 4,402,295 | 59.0% |

| | |
|---------------|--------------|
| Current | \$ 4,288,054 |
| Prior Year | \$ 4,402,295 |
| Net Change \$ | (114,241) |
| Net Change % | (2.60%) |

Local Tax Revenue - (Prior Year Comparison) – Modified Accrual Basis

| | Meals Taxes | Lodging Taxes | Cigarette Taxes | Sales Taxes | Total |
|---------------|-------------|---------------|-----------------|-------------|-----------|
| Dec-18 | 710,165 | 79,097 | 154,471 | 933,583 | 1,877,316 |
| Dec-17 | 679,357 | 58,882 | 145,437 | 849,197 | 1,732,873 |
| Prior Year \$ | 30,808 | 20,215 | 9,034 | 84,386 | 144,443 |
| Prior Year % | 4.53% | 34.33% | 6.21% | 9.94% | 8.34% |

At the end of the fiscal year, it is projected that the Local Tax Revenue sources will have a budgeted shortfall of \$15,367.

Local Tax Revenue (Budget per Actual Comparison)-(Modified Accrual Basis)

Benchmark – 50%

| | FY 18-19 Budget | 12/31/2018 | % of Budget Realized |
|--------------------------------|---------------------|---------------------|-------------------------|
| Local Sales & Use* | \$ 1,850,000 | \$ 933,583 | 50.5% |
| Cigarette Taxes | \$ 280,000 | \$ 154,471 | 55.2% |
| Meals Taxes* | \$ 1,480,000 | \$ 710,165 | 48.0% |
| Lodging Taxes* | \$ <u>160,000</u> | \$ <u>79,097</u> | <u>49.4%</u> |
| Total Local Tax Revenue | \$ 3,770,000 | \$ 1,877,316 | 49.8% |

*prepared on modified accrual basis

At six (6) months into the fiscal year, meals tax revenue and lodging tax revenue will not meet targeted projections; the total for all local tax revenue sources has a projected shortfall of \$15,367.

Revenue & Expenditure Summary – Cash Basis

- General Fund **revenue** at the end of the period totaled \$11.5 mil and represented 48.7% of the total budget; when compared to the prior year period of \$11.2 mil, this is a \$314k increase, primarily attributable to:

| | |
|--|----------|
| • Permits & Other Licenses-SoCo | \$194k |
| • Charges for Admin Services-Enterprise Funds | \$119k |
| • Recovered Costs (Wkmen's Comp, Insurance, SoCo) | \$138k |
| • Categorical Aid-State | \$ 95k |
| • Business License Taxes-New businesses in FY2018 | \$(64k) |
| • Miscellaneous-Sale of Real Estate & Timber in FY2018 | \$(152k) |

- General Fund **expenditures** at the end of the period totaled \$10.7 mil and represented 44.7% of the total budget; when compared to the prior year period of \$9.9 mil, this is a \$824k increase, primarily attributable to the timing of the payment of \$311k to Southampton County for shared operations and \$487k to Western Tidewater Jail as well as Council approved increase EMS salary increases of \$106k.

- FY19 Fund Balance Appropriated by Council for planned expenditures at December 31st: \$339,363.

General Fund Revenue – Prior Year Comparison – Cash Basis

| Account Description | Prior Year Revenue | Budgeted | YTD Revenue | Balance/Excess/Deficit | % Realized | Prior Year Variance Good (Bad) |
|--------------------------------------|--------------------|-------------------|-------------------|------------------------|------------|--------------------------------|
| REAL PROPERTY TAXES | 2,830,790 | 5,925,573 | 2,710,649 | (3,214,924) | 45.74% | (120,141) |
| PUBLIC SERVICE CORPORATION TAXES | 74,698 | 74,750 | 79,375 | 4,625 | 106.19% | 4,677 |
| PERSONAL PROPERTY TAXES | 1,418,861 | 1,555,700 | 1,421,786 | (133,914) | 91.39% | 2,926 |
| MACHINERY & TOOLS TAXES | 20,024 | 20,000 | 19,483 | (517) | 97.42% | (541) |
| PENALTIES AND INTEREST | 57,922 | 130,000 | 56,761 | (73,239) | 43.66% | (1,161) |
| OTHER LOCAL TAXES | 566,131 | 1,850,000 | 622,389 | (1,227,611) | 33.64% | 56,258 |
| UTILITY TAXES | 274,808 | 500,000 | 278,448 | (221,552) | 55.69% | 3,641 |
| BUSINESS LICENSE TAXES | 47,411 | 918,000 | (16,339) | (934,339) | -1.78% | (63,750) |
| BUSINESS LICENSE TAXES - PENALTY | 300 | 500 | 321 | (179) | 64.12% | 21 |
| MOTOR VEHICLE LICENSES | 113,023 | 172,000 | 117,479 | (54,521) | 68.30% | 4,456 |
| MOTOR VEHICLE LICENSES - PENALTY | 5,669 | 20,000 | 7,131 | (12,869) | 35.66% | 1,462 |
| BANK STOCK TAXES | - | 56,200 | - | (56,200) | 0.00% | - |
| TAXES ON RECORDATION AND WILLS | 26,383 | 38,000 | 31,641 | (6,359) | 83.26% | 5,258 |
| CIGARETTE TAXES | 145,437 | 280,000 | 154,472 | (125,528) | 55.17% | 9,035 |
| LODGING TAXES | 74,467 | 160,000 | 65,914 | (94,086) | 41.20% | (8,553) |
| MEALS TAX | 617,370 | 1,480,000 | 591,804 | (888,196) | 39.99% | (25,566) |
| PROBATE TAXES | 2,405 | 3,100 | 229 | (2,871) | 7.37% | (2,176) |
| PERMITS AND OTHER LICENSES | (102,037) | 226,450 | 92,315 | (134,135) | 40.77% | 194,353 |
| FINES AND FORFEITURES | 14,267 | 35,000 | 10,864 | (24,136) | 31.04% | (3,404) |
| REVENUE FROM USE OF MONEY | 851 | 1,000 | 448 | (552) | 44.76% | (403) |
| REVENUE FROM USE OF PROPERTY | 149,115 | 256,358 | 187,798 | (68,560) | 73.26% | 38,684 |
| CHARGES FOR CURRENT SERVICES | 5,903 | 9,600 | 8,139 | (1,461) | 84.78% | 2,235 |
| CHARGES FOR OTHER PROTECTION | 196,490 | 631,850 | 194,586 | (437,264) | 30.80% | (1,903) |
| MISC BILLING SERVICES | 981 | - | 1,270 | 1,270 | 0.00% | 288 |
| CHG FOR SANITATION & WASTE REMOVAL | 4,920 | 8,900 | 8,771 | (129) | 98.55% | 3,851 |
| CHARGES FOR ADMIN-FUNDS | 480,860 | 1,209,646 | 600,314 | (609,332) | 49.63% | 119,454 |
| RECREATIONAL FEES | 6,499 | 10,500 | 3,223 | (7,278) | 30.69% | (3,276) |
| MISCELLANEOUS | 1,086,655 | 1,240,366 | 954,074 | (286,292) | 76.92% | (132,580) |
| RECOVERED COSTS | 25,137 | 460,074 | 162,653 | (297,421) | 35.35% | 137,516 |
| NON-CATEGORICAL AID STATE | 1,035,555 | 1,618,897 | 1,030,107 | (588,790) | 63.63% | (5,448) |
| SHARED EXPENSES | 48,809 | 188,811 | 61,774 | (127,037) | 32.72% | 12,965 |
| CATEGORICAL AID - STATE | 1,048,742 | 2,588,376 | 1,143,296 | (1,445,080) | 44.17% | 94,554 |
| CATEGORICAL AID -FEDERAL GOVERNMENT | 47,103 | 179,098 | 16,595 | (162,503) | 9.27% | (30,508) |
| TRANSFERS FROM ENTERPRISE FUNDS | 845,849 | 1,725,421 | 867,269 | (1,197,515) | 50.26% | 21,420 |
| General Fund Revenue Subtotal | 11,171,394 | 23,574,170 | 11,485,038 | (12,428,495) | | 313,644 |
| APPROPRIATED FUND BALANCE BY COUNCIL | | 339,363 | | | | - |
| General Fund Revenue Total | 11,171,394 | 23,913,533 | 11,485,038 | (12,428,495) | | 313,644 |

General Fund Expenditures – Prior Year Comparison – Cash Basis

| Department | Prior Year Expenditures | Budgeted | YTD Expenditures | Balance/Excess/Deficit | % Expended | Prior Year Variance Good (Bad) |
|---------------------------------------|-------------------------|-------------------|-------------------|------------------------|------------|--------------------------------|
| **CITY COUNCIL ** | 84,390 | 145,149 | 88,988 | 56,161 | 61.31% | (4,598) |
| CITY MANAGER ***** | 96,856 | 246,992 | 126,970 | 120,022 | 51.41% | (30,113) |
| CITY ATTORNEY ***** | 91,963 | 158,609 | 74,884 | 83,725 | 47.21% | 17,078 |
| MANAGEMENT SERVICES & HR***** | 50,741 | 175,912 | 40,122 | 135,790 | 22.81% | 10,618 |
| COMMISSIONER OF THE REVENUE ***** | 132,021 | 287,663 | 132,447 | 155,216 | 46.04% | (426) |
| REAL ESTATE ASSESSOR ***** | 31,749 | 75,324 | 29,017 | 46,307 | 38.52% | 2,732 |
| CITY TREASURER ***** | 145,102 | 341,610 | 149,689 | 191,922 | 43.82% | (4,586) |
| ACCOUNTING ***** | 178,571 | 391,293 | 227,328 | 165,082 | 58.10% | (48,757) |
| PURCHASING & GENERAL SERVICES**** | 29,110 | 98,465 | 29,563 | 68,902 | 30.02% | (454) |
| UTILITY COLLECTIONS & BILLING ***** | 103,645 | 300,486 | 126,774 | 173,712 | 42.19% | (23,128) |
| INSURANCE ***** | 92,967 | 202,798 | 86,011 | 116,787 | 42.41% | 6,955 |
| INFORMATION TECHNOLOGY***** | 69,032 | 262,641 | 84,242 | 178,399 | 32.07% | (15,210) |
| BOARD OF ELECTIONS ***** | 55,642 | 128,434 | 64,410 | 64,024 | 50.15% | (8,768) |
| CIRCUIT COURT *** | - | 7,020 | 7,020 | (0) | 100.00% | (7,020) |
| GENERAL DISTRICT COURT *** | 8,224 | 20,775 | 9,448 | 11,327 | 45.48% | (1,224) |
| CLERK OF CIRCUIT COURT*** | - | 60,300 | 60,296 | 5 | 99.99% | (60,296) |
| SHERIFF'S OFFICE *** | - | 200,650 | 200,646 | 4 | 100.00% | (200,646) |
| DISTRICT COURT SERVICE *** | 27,560 | 72,117 | 19,588 | 52,529 | 27.16% | 7,972 |
| COMMONWEALTH'S ATTORNEY *** | - | 65,100 | 43,093 | 22,007 | 66.20% | (43,093) |
| WESTERN TIDEWATER REGIONAL JAIL** | 460,992 | 948,013 | 948,013 | - | 100.00% | (487,022) |
| POLICE *** | 1,597,492 | 3,088,418 | 1,511,033 | 1,577,385 | 48.93% | 86,459 |
| E - 911 ***** | 264,869 | 850,316 | 371,404 | 478,912 | 43.68% | (106,535) |
| EMERGENCY MANAGEMENT SERVICES *** | 1,117,527 | 2,417,895 | 1,117,821 | 1,300,074 | 46.23% | (294) |
| BUILDING INSP & CODE ENFORCEMENT*** | 254,663 | 491,387 | 239,776 | 251,611 | 48.80% | 14,887 |
| ANIMAL CONTROL***** | 36,413 | 104,293 | 43,160 | 61,133 | 41.38% | (6,747) |
| PUBLIC WORKS-STREET MAINTENANCE**** | 718,525 | 1,268,762 | 606,691 | 662,071 | 47.82% | 111,834 |
| PUBLIC WORKS-SNOW REMOVAL**** | - | 13,000 | 3,750 | 9,250 | 28.84% | (3,750) |
| PUBLIC WORKS-GARAGE**** | 110,335 | 250,342 | 115,590 | 134,752 | 46.17% | (5,255) |
| REFUSE COLLECTION***** | 466 | - | - | - | 0.00% | 466 |
| BUILDING MAINTENANCE-GENERAL***** | 303,689 | 704,858 | 301,681 | 403,177 | 42.80% | 2,008 |
| BUILDING MAINTENANCE-ARMORY*** | 13,585 | - | 13,451 | (13,451) | 0.00% | 134 |
| BUILDING MAINTENANCE-CITY HALL**** | 92,720 | 203,871 | 93,671 | 110,200 | 45.95% | (952) |
| BLDG MAINTENANCE-SOC SERVICES***** | 30,248 | 159,145 | 112,735 | 46,410 | 70.84% | (82,487) |
| BUILDING MAINTENANCE-HEALTH DEPT*** | 8,999 | 35,470 | 12,365 | 23,105 | 34.86% | (3,365) |
| HEALTH DEPARTMENT***** | 110,000 | 110,000 | 55,000 | 55,000 | 50.00% | 55,000 |
| MENTAL HEALTH***** | - | 35,958 | - | 35,958 | 0.00% | - |
| **CHILDREN'S CENTER** | - | 565,794 | - | 565,794 | 0.00% | - |
| RECREATION***** | 221,340 | 407,741 | 193,503 | 214,238 | 47.46% | 27,837 |
| CEMETERIES***** | 21,123 | 53,020 | 23,028 | 29,992 | 43.43% | (1,905) |
| SENIOR CITIZENS TITLE III *** | - | 6,659 | - | 6,659 | 0.00% | - |
| SENIOR CITIZENS NUTRITION *** | 21,901 | 39,862 | 18,683 | 21,179 | 46.87% | 3,218 |
| LIBRARY***** | 144,246 | 333,941 | 158,184 | 175,757 | 47.37% | (13,937) |
| PLANNING AND ZONING**** | 112,540 | 292,784 | 133,371 | 159,413 | 45.55% | (20,831) |
| BEAUTIFICATION COMMISSION ***** | 1,946 | 24,293 | 985 | 23,308 | 4.06% | 961 |
| DOWNTOWN DEVELOPMENT ***** | 33,148 | 110,000 | 35,032 | 74,968 | 31.85% | (1,884) |
| PAYMENTS TO SOUTHAMPTON COUNTY *** | - | 700,000 | - | 700,000 | 0.00% | - |
| NON-DEPARTMENT MISCELLANEOUS*** | 34,615 | 56,000 | 32,713 | 23,287 | 58.42% | 1,901 |
| TRANSFERS***** | 2,945,744 | 7,400,373 | 2,936,663 | 4,463,710 | 39.68% | 9,080 |
| General Fund Expenditure Total | 9,854,698 | 23,913,533 | 10,678,840 | 13,235,810 | | (824,142) |



HIGHLIGHTS – ENTERPRISE FUNDS

For the period ending December 31, 2018

Based on Unaudited Financial Data

Basis of Reporting

- The information enclosed is the City's Financial Report for the Enterprise Funds for the period ending December 31, 2018.
- The report contains provisions for most revenue and expenditure accruals.
 - Reflects 6 months of revenue & expenditures – full accrual basis of accounting.
- Financial Report presentation is consistent with the department's objectives to:
 - Report timely, relevant, understandable and accurate financial data
 - Promote accountability through monitoring, assessment and reporting.

Airport Fund

- **Revenue Analysis**
 - Fuel sales and airport rental fees are below target with 42.7% of budgeted realized.
- **Expense Analysis**
 - Expenses in the fund are at target with 48.8% of budget expended (net of capital outlay, depreciation and transfers).
- **Cash Balance**
 - Cash balance in the Airport Fund is \$51,612.

Water & Sewer Fund

- **Revenue Analysis**

- Revenue from the sale of water and sewer service charges of \$1.6m at the end of the period is below target at 46.3% of budget.

- **Expense Analysis**

- Expenses in the fund are \$761k and below target at 40.9%. Expenses are tracking \$2.7k lower than the prior year (net of capital outlay, debt service and transfers). Expenses are \$9k higher than prior year in the water division due to well operation maintenance; \$23k lower than prior year in the sewer division due to sewer clean out expenses in prior year; and \$11k higher than prior year in the wastewater division due to sludge disposal and treatment plant supply expenses.

Water & Sewer Fund – Cash Balance

• Cash balance - \$1,049,606
 FY19 Council Approved CIP Appropriation of \$674,980 Posted in December 2018

| Month | FY 17-18 | FY 18-19 |
|-----------|--------------|--------------|
| July | \$ 1,652,123 | \$ 1,270,905 |
| August | \$ 1,518,399 | \$ 1,299,941 |
| September | \$ 1,588,063 | \$ 1,532,163 |
| October | \$ 1,586,500 | \$ 1,589,778 |
| November | \$ 1,695,279 | \$ 1,635,493 |
| December | \$ 1,802,144 | \$ 1,049,606 |
| January | \$ 1,475,022 | |
| February | \$ 1,416,362 | |
| March | \$ 1,457,412 | |
| April | \$ 1,529,505 | |
| May | \$ 1,391,374 | |
| June | \$ 1,375,767 | |

Solid Waste Fund

- **Revenue Analysis**

- Revenue for the Solid Waste Fund is at target with revenue at \$658k or 50.1% of budget and is comparable to prior year period collections.

- **Expense Analysis**

- Expenses in the fund at \$324k are slightly below target with 49.1% of budget expended (net of capital outlay, depreciation, debt service and transfers) and is below the prior year period expenses of \$382k (net of capital outlay, depreciation, debt service and transfers).

Solid Waste Fund – Cash Balance

Cash balance - \$282,542

| Month | FY 17-18 | FY 18-19 |
|-----------|-----------|-----------|
| July | \$271,649 | \$226,627 |
| August | \$265,937 | \$238,139 |
| September | \$275,027 | \$250,455 |
| October | \$274,940 | \$240,796 |
| November | \$265,379 | \$255,153 |
| December | \$257,988 | \$282,542 |
| January | \$255,839 | |
| February | \$132,974 | |
| March | \$142,195 | |
| April | \$164,243 | |
| May | \$180,101 | |
| June | \$211,529 | |

Electric Fund

- **Revenue Analysis**

- Revenue from energy sales at \$7.78mil is at slightly below target at 48.6% of budget; below is a snapshot of prior year billed service revenue, current year budget, actual and % of budget realized:

| Account Description | FY18 | FY19 | FY19 | % Realized |
|-------------------------------------|---------------------|----------------------|---------------------|--------------|
| | Actual | | Budget | |
| | December 31 | | December 31 | |
| Sale of Electricity -Fuel Adj | \$ 542,909 | \$ 1,572,741 | \$ 802,031 | 51.0% |
| Sale of Electric Energy-Residential | 3,871,921 | 8,573,431 | 4,023,087 | 46.9% |
| Sale of Electricity-Commercial | 3,107,054 | 5,725,949 | 3,009,436 | 52.6% |
| Cycle & Save | (59,635) | 119,100 | (59,385) | -49.9% |
| | <u>\$ 7,462,249</u> | <u>\$ 15,991,221</u> | <u>\$ 7,775,169</u> | <u>48.6%</u> |

- **Expense Analysis**

- Expenses associated with the sale of energy for the fiscal year was \$5.5mil and is below budget at 41.7% of the total budget (net of capital outlay, depreciation, debt service and transfers). This is higher than the prior year period of \$5.07mil primarily due to the VMEA Transmission Peak Shaving True-Up credit in September 2017 of \$544k.

ELECTRIC FUND CASH ANALYSIS

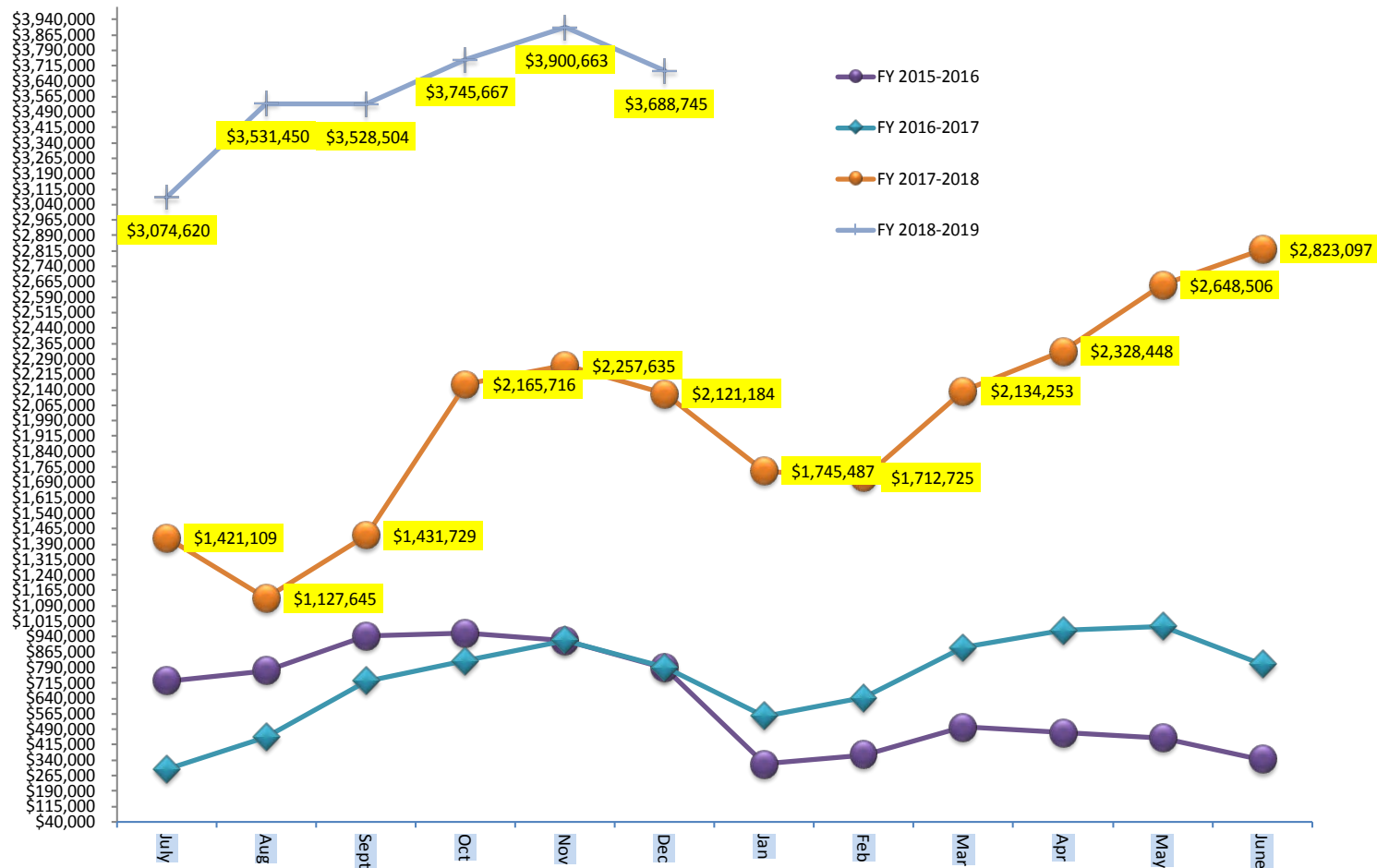
| | FY 2013-2014 | FY 2014-2015 | FY 2015-2016 | FY 2016-2017 | FY 2017-2018 | FY 2018-2019 |
|-------|--------------|--------------|--------------|--------------|--------------|--------------|
| 7/31 | \$ 642,085 | \$ 957,000 | \$ 724,794 | \$ 276,984 | \$ 1,421,109 | \$ 3,074,620 |
| 8/31 | \$ 672,538 | \$ 1,095,099 | \$ 774,246 | \$ 453,148 | \$ 1,127,645 | \$ 3,531,450 |
| 9/30 | \$ 784,569 | \$ 1,220,000 | \$ 942,197 | \$ 729,003 | \$ 1,431,729 | \$ 3,528,504 |
| 10/31 | \$ 904,924 | \$ 1,273,878 | \$ 956,592 | \$ 822,659 | \$ 2,165,716 | \$ 3,745,667 |
| 11/30 | \$ 876,767 | \$ 1,327,621 | \$ 919,275 | \$ 922,617 | \$ 2,257,635 | \$ 3,900,663 |
| 12/31 | \$ 733,859 | \$ 1,284,717 | \$ 788,629 | \$ 791,600 | \$ 2,121,184 | \$ 3,688,745 |
| 1/31 | \$ 438,344 | \$ 1,004,954 | \$ 322,369 | \$ 554,258 | \$ 1,745,487 | |
| 2/28 | \$ 559,511 | \$ 805,356 | \$ 366,352 | \$ 644,526 | \$ 1,712,725 | |
| 3/31 | \$ 803,846 | \$ 881,641 | \$ 502,204 | \$ 888,414 | \$ 2,134,253 | |
| 4/30 | \$ 751,999 | \$ 906,867 | \$ 474,040 | \$ 970,688 | \$ 2,328,448 | |
| 5/31 | \$ 908,047 | \$ 968,713 | \$ 448,880 | \$ 990,559 | \$ 2,648,506 | |
| 6/30 | \$ 882,157 | \$ 842,112 | \$ 343,328 | \$ 807,485 | \$ 2,823,097 | |

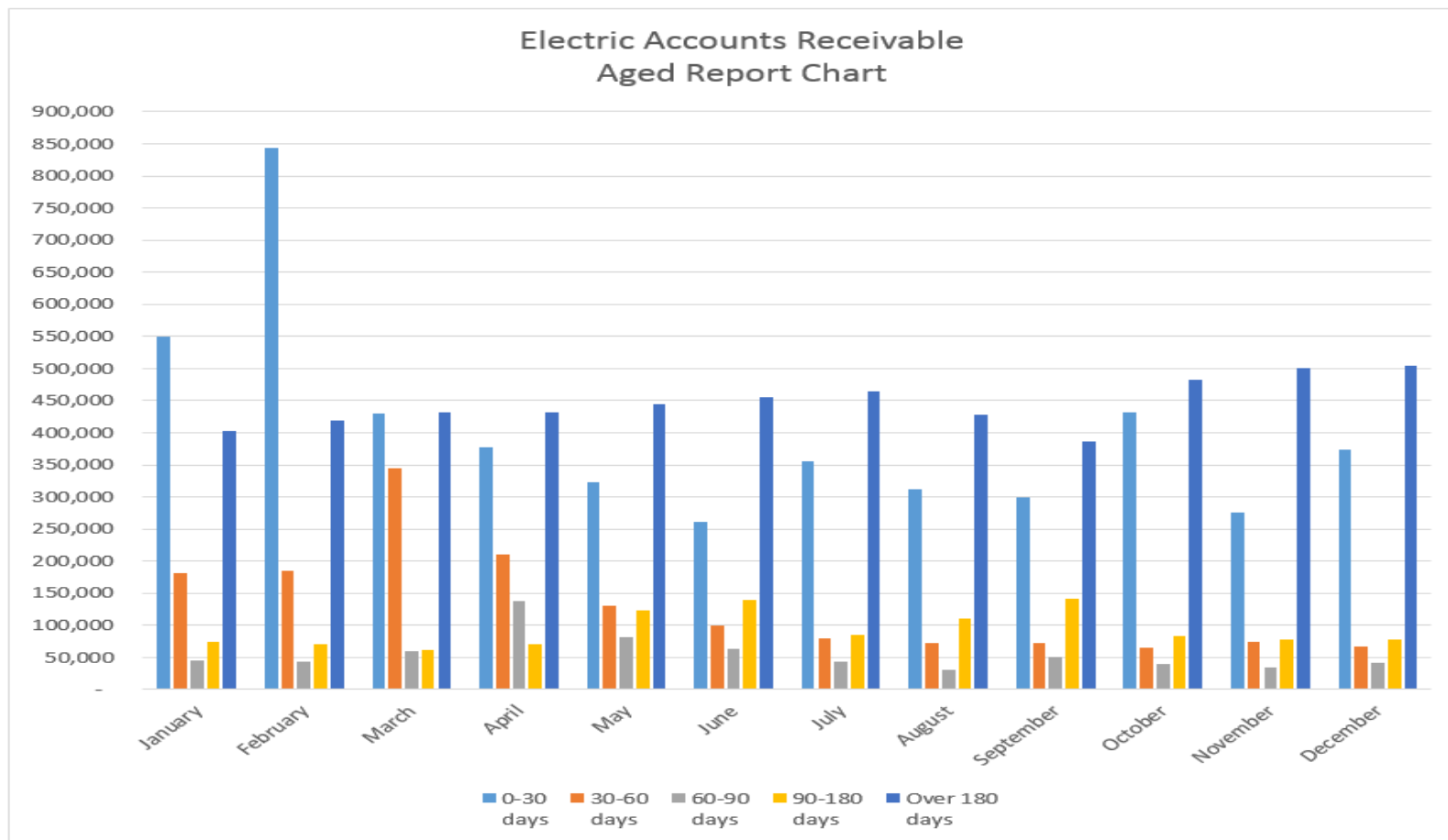
Cash in the Electric Fund at \$3,688,745 decreased by \$11,918 from the prior month period (net of the FY19 Council approved CIP appropriation of \$200,000 posted in December 2018).

Policy Evaluation:

Cash is above minimum policy guideline of \$1.494 million by \$2.19 million.

ELECTRIC FUND CASH ANALYSIS





The receivables in the “0-30” group has increased which is comparable to prior year. The “90-180” group & “over 180” group has leveled out.

BUDGET AMENDMENT 2019-8

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2018-2019 City Budget is hereby amended to:

1. *reduce Community Development appropriated revenues to agree to FY19 projections-net reduction of \$34,500;*
2. *reduce rental income from Pretlow Farms by \$348;*
3. *recognize additional revenues from workmen's compensation rebates & insurance recoveries and appropriate such revenue for use;*
4. *recognize additional revenues from VDOT for FY19 and appropriate such revenue for use;*
5. *appropriate use of unassigned general fund balance to fund shortfall in Community Development revenue and fund projected FY19 VDOT eligible expenses;*
6. *recognize additional revenues from the Franklin Southampton Charities and to appropriate such revenue for new uses;*
7. *recognize revenues related to the Western Tidewater Home Consortium Fund and appropriate such revenue for use; and*
8. *fund projected shortfall in projected salaries & wages for the Solid Waste Fund.*

| | | 2018-2019 | AMENDED | INCREASE |
|------------|----------------------------------|-----------|-----------|------------------|
| | | BUDGET | BUDGET | (DECREASE) |
| 100 | <u>GENERAL FUND</u> | | | |
| | <u>REVENUE</u> | | | |
| 13030-0008 | Building Permits | \$17,000 | \$10,000 | \$(7,000) |
| 13030-0009 | Reinspection Fees | 250 | 100 | (150) |
| 13030-0010 | Electrical Permits | 4,500 | 3,000 | (1,500) |
| 13030-0012 | Plumbing Permits | 6,000 | 2,000 | (4,000) |
| 13030-0014 | Mechanical Permits | 4,500 | 500 | (4,000) |
| 13030-0015 | Administrative Fee All Permits | 6,000 | 3,500 | (2,500) |
| 13030-0016 | Building Annual Permits | 100 | 0 | (100) |
| 13030-0019 | Sign Permits & Inspection Fees | 800 | 400 | (400) |
| 13030-0024 | Erosion & Sediment Control | 2,300 | 800 | (1,500) |
| 13030-0025 | Storm Water Management | 8,100 | 500 | (7,600) |
| 13030-0031 | Zoning Clearance & Other Chgs | 2,500 | 1,500 | (1,000) |
| 13030-0032 | Building Permit Plan Review | 3,500 | 1,500 | (2,000) |
| 13030-0033 | Building Permit Stop Work | 400 | 100 | (300) |
| 13030-0034 | Building & Zoning Appeals | 1,000 | 0 | (1,000) |
| 13030-0037 | Permit Extension | 200 | 400 | 200 |
| 13030-0040 | Planning Subdivision Plat Review | 450 | 100 | (350) |
| 13030-0041 | Planning Site Plan Review | 600 | 300 | (300) |
| 13030-0042 | Planning Rezoning Application | 1,000 | 0 | (1,000) |
| 15020-0010 | Rental of Pretlow/Rawls Farms | 31,249 | 30,901 | (348) |
| 19020-0001 | Workmen's Comp Recoveries | 0 | 11,486 | 11,486 |
| 19020-0002 | Insurance Recoveries | 6,924 | 17,249 | 10,325 |
| 24040-0006 | Street & Highway Maintenance | 1,574,444 | 1,621,456 | 47,012 |
| 41050-0150 | Use of Unassigned Fund Balance | 339,363 | 484,610 | <u>145,247</u> |
| | | | | \$179,222 |

| | | | | |
|------------|--|-----------|-----------|------------------|
| | EXPENDITURES | | | |
| 31130-1101 | Salaries & Wages-Regular | \$306,452 | 226,452 | (80,000) |
| 31130-1200 | Salaries & Wages-Overtime | 20,000 | 100,000 | 80,000 |
| 21910-7001 | Joint Operations-City Share CCP | 14,997 | 11,623 | (3,374) |
| 41200-1101 | Salaries & Wages-Regular | 537,891 | 565,091 | 27,200 |
| 41500-1101 | Salaries & Wages-Regular | 155,924 | 152,724 | (3,200) |
| 43200-1101 | Salaries & Wages-Regular | 176,119 | 162,519 | (13,600) |
| 91500-5855 | Merchant Card Fees | 56,000 | 66,000 | 10,000 |
| 93100-9380 | Transfer to Capital Projects | 379,460 | 541,656 | <u>162,196</u> |
| | | | | \$179,222 |
| 200 | <u>GENERAL CAPITAL IMPROVEMENT FUND</u> | | | |
| | REVENUE | | | |
| 41050-9480 | Transfer from General Fund | \$379,460 | \$541,656 | <u>\$162,196</u> |
| | | | | \$162,196 |
| | EXPENDITURES | | | |
| 94000-8605 | Street Improvements | \$175,000 | \$337,196 | <u>\$162,196</u> |
| | | | | \$162,196 |
| 289 | <u>FOUNDATION GRANT FUND</u> | | | |
| | REVENUE | | | |
| 18990-3001 | Franklin/Southampton Charities | \$0 | \$10,000 | <u>\$10,000</u> |
| | | | | \$10,000 |
| | EXPENDITURES | | | |
| 32100-8117 | Fire Prevention Other Grants | \$0 | \$5,000 | \$5,000 |
| 91450-4009 | Pass Thru Hunterdale Fire | 5,000 | 10,000 | <u>5,000</u> |
| | | | | \$10,000 |
| 289 | <u>WESTERN TIDEWATER HOME CONSORTIUM FUND</u> | | | |
| | REVENUE | | | |
| 18990-8800 | WTHC-Home Program Income | \$0 | \$1,311 | \$1,311 |
| 24002-8700 | Home Funds-WTHC | 0 | 69,873 | <u>69,873</u> |
| | | | | \$71,184 |
| | EXPENDITURES | | | |
| 99999-3600 | Administration | \$0 | \$3,776 | \$3,776 |
| 99999-7814 | 209 Madison Street | 0 | 16,088 | 16,088 |
| 99999-7818 | 212 Roosevelt Street | 0 | 51,320 | <u>51,320</u> |
| | | | | \$71,184 |

| | | | | |
|------------|--------------------------------|-----------|-----------|-----------------|
| 502 | SOLID WASTE FUND | | | |
| | REVENUE | | | |
| 41050-0300 | Use of Restricted Fund Balance | \$0 | \$81,743 | <u>\$81,743</u> |
| | | | | \$81,743 |
| | EXPENDITURES | | | |
| 42300-1101 | Salaries & Wages-Regular | \$129,390 | \$221,133 | \$91,743 |
| 42300-3310 | Repairs & Maintenance-Vehicles | 60,000 | 50,000 | <u>(10,000)</u> |
| | | | | \$81,743 |

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

Clerk to the City Council

VDOT SURVEY
FY 2019 WORKSHEET
BASED ON BUDGET

| | % Allocable to VDOT | Total | Direct | Indirect | Indirect Eligible 45% | Ineligible |
|---------------------------|------------------------|------------------------|--|---------------|-----------------------------|---------------|
| Labor | 40% | \$ 819,889.00 | 327,955.60 | \$ 491,933.40 | \$ 221,370.03 | \$ 270,563.37 |
| Equipment | 54% | \$ 157,995.00 | 85,548.00 | \$ 72,447.00 | \$ 32,601.15 | \$ 39,845.85 |
| Materials & Contract Serv | 100% | \$ 244,200.00 | \$ 244,200.00 | \$ - | \$ - | \$ - |
| Street Lights & Signals | 100% | 224,000.00 | \$ 224,000.00 | | | |
| Drainage | 100% | 108,000.00 | \$ 108,000.00 | | | |
| Overhead | 50% | \$ 39,678.00 | \$ 19,839.00 | \$ 19,839.00 | \$ 8,927.55 | \$ 10,911.45 |
| | | | \$ 1,009,542.60 | \$ 584,219.40 | \$ 262,898.73 | \$ 321,320.67 |
| Engineering | \$ - | | | | \$ 1,593,762.00 | |
| | | <u>\$ 1,593,762.00</u> | Ties to Exp Summary 41200 & CIP | | | |

FY19 Budget @ 12.31.18

| | | | | | | |
|-----------|--------------|-----|---------------------------------------|---------------|---------------|---------------|
| Garage | \$ 250,342 | 20% | Ties to Exp Summary 41500 | \$ 50,068.40 | \$ 22,530.78 | \$ 27,537.62 |
| Gen Gov't | \$ 2,241,307 | 15% | Ties to FY19 Budget @ 12.31.18 | \$ 336,196.05 | \$ 151,288.22 | \$ 184,907.83 |
| | | | | \$ 386,264.45 | \$ 173,819.00 | \$ 212,445.45 |

| | |
|------------------|---------------|
| 246,992 | City Manager |
| 158,609 | Attorney |
| 175,912 | HR |
| 287,663 | Commis |
| 75,324 | Assessor |
| 341,610 | Treasurer |
| 489,758 | Acctg & Purch |
| 202,798 | Insurance |
| 262,641 | IT |
| <u>2,241,307</u> | |

| | Eligible | Total |
|----------------------|-----------------|-----------------|
| Road Maintenance | \$ 1,009,542.60 | |
| Less : Street Lights | \$ (224,000.00) | |
| Drainage | \$ (108,000.00) | |
| Indirect | \$ 262,898.73 | |
| Paving Part | \$ 940,441.33 | \$ 1,261,762.00 |

| | Eligible | All |
|--------------------------------------|------------------------|------------------------|
| G. Pavement | \$ 940,441.33 | \$ 1,261,762.00 |
| Traffic Control Devices | \$ 224,000.00 | 224,000.00 |
| Drainage | \$ 108,000.00 | 108,000.00 |
| | <u>\$ 1,272,441.33</u> | <u>\$ 1,593,762.00</u> |
| Emergency Snow & Ice | \$ 13,000.00 | \$ 13,000.00 |
| Engineering | - | - |
| Ties to Exp Summary 41330 | <u>\$ 13,000.00</u> | <u>\$ 13,000.00</u> |
| I. Gen Admin | <u>\$ 173,819.00</u> | <u>\$ 386,264.45</u> |
| | | |
| FY19 Total Eligible | <u>\$ 1,459,260.33</u> | <u>\$ 1,993,026.45</u> |
| FY19 VDOT Revenue To Be Rec'd | <u>\$ 1,621,456.00</u> | |
| | | |
| FY19 Budget Amendment | <u>\$ 162,195.67</u> | |

Franklin Southampton Charities

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

December 13, 2018

Mr. Clarence Monday
Interim City Manager
City of Franklin
P. O. Box 179
Franklin, VA 23851

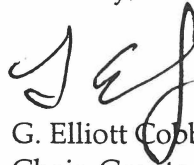
Dear Mr. Monday:

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

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

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

Sincerely,



G. Elliott Cobb, Jr.
Chair, Grants Committee

Enclosures



TO: Tracy Spence, Interim Finance Director
FROM: R.E. Porti, Deputy Chief of Police
SUBJ: Budget Amendment
DATE: 22 January 2019

Ms. Spence:

As per our earlier discussion, please accept this memorandum as a request to amend the budget for our E 9-1-1 Communications Center. The Communications Center has been short staffed, having had four vacancies throughout this fiscal year.

As such, the overtime expenditures have greatly increased while the salaries line item has remained below anticipated amounts.

To balance the budgeted line items and prepare for the remainder of the fiscal year, please accept this request to transfer \$80,000 from the salaries line item to the overtime line item.

| FROM | TO | AMOUNT |
|------------------|------------------|----------|
| 100-4-31130-1101 | 100-4-31130-1200 | \$80,000 |

This will leave the salaries line item expensed at approximately 56%, which is on target for this point in the year.

Should you have any questions or concerns, please do not hesitate to contact me.

A handwritten signature in blue ink, appearing to be "R. Porti", with a long horizontal line extending to the right.

Robert E. Porti
Deputy Chief of Police



January 23, 2019

TO: Taylor Williams, Interim City Manager
FROM: Tracy Spence, CPA, Interim Director of Finance
RE: Unassigned General Fund Balance Evaluation – Effect of Adoption of Budget Amendment 2019-8

General Fund Balance Policy Evaluation

| | | |
|---|----|------------|
| FY 18-19 Revised Budget | \$ | 24,092,755 |
| Percentage of General Fund Balance | | 16.78% |
| Minimum Balance Needed for 15% Policy Compliance | \$ | 3,613,913 |
| Amount In Excess of Policy Minimum | \$ | 430,030 |

If additional information is needed, please advise.



| <u>Dates Subject to Change</u> | Day | Action Item |
|--------------------------------|----------|--|
| <i>December 17, 2018</i> | Monday | <ul style="list-style-type: none"> FY 2019-2020 Budget Requests Forms For Agencies Posted on City Webpage |
| <i>January 7, 2019</i> | Monday | <ul style="list-style-type: none"> FY 2019-2020 Budget Requests Due from Agencies & Organizations |
| <i>January 28, 2019</i> | Monday | <ul style="list-style-type: none"> FY 2019-2020 Proposed Department Budgets Requests Due to City Manager |
| <i>January 28, 2019*</i> | Monday | <ul style="list-style-type: none"> 6:00 P.M. Agencies & Organizations Budget Presentations |
| <i>February 4, 2019</i> | Monday | <ul style="list-style-type: none"> FY 2019-2020 School Board Budget Submitted to City Manager |
| <i>February 4-14, 2019</i> | Monday | <ul style="list-style-type: none"> Management Budget Meetings with Dept. Directors |
| <i>February 11, 2019*</i> | Monday | <ul style="list-style-type: none"> 6:00 P.M. - Council Priorities/Goals/Budget Review |
| <i>February 21, 2019</i> | Thursday | <ul style="list-style-type: none"> School Board Conducts Public Hearing on Proposed FY 2019-2020 Budget |
| <i>February 25, 2019*</i> | Monday | <ul style="list-style-type: none"> Joint Budget Work session with School Board |
| <i>February 25, 2019*</i> | Monday | <ul style="list-style-type: none"> 7:00 P.M. - City Manager Presents Overview of Consolidated Budget Requests to City Council |
| <i>March 4, 2019</i> | Monday | <ul style="list-style-type: none"> 6:00 P.M. - Budget Work session #1 with City Manager/Council Commissioner, Treasurer, Police, Fire & Rescue, City Attorney, City Administration (City Council, City Manager & Human Resources) |
| <i>March 5, 2019</i> | Tuesday | <ul style="list-style-type: none"> 6:00 P.M. – Budget Work session #2 with City Manager/Council Registrar, Social Services, Inspections & Community Development, Power & Light, Finance & Utility Billing |
| <i>March 7, 2019</i> | Thursday | <ul style="list-style-type: none"> 6:00 P.M. – Budget Work session #3 with City Manager/Council Information Technology, Parks & Recreation & Public Works |
| <i>March 18, 2019</i> | Monday | <ul style="list-style-type: none"> Budget Work session with City Council |
| <i>March 31, 2019</i> | Sunday | <ul style="list-style-type: none"> Release Advertisement for Public Hearing |
| <i>April 8, 2019*</i> | Monday | <ul style="list-style-type: none"> 6:00 P.M. – Tentative Budget Work session (as necessary) 7:00 P.M. – Public Hearing(s) on the FY 2019-2020 Proposed Budget |
| <i>April 22, 2019*</i> | Monday | <ul style="list-style-type: none"> City Council Considers action on School Board Budget |
| <i>May 13, 2019*</i> | Monday | <ul style="list-style-type: none"> City Council Considers Action on FY 2019-2020 Budget, Sets Tax Rates and Adopt Budget Resolutions |

*Denotes Regularly Scheduled City Council Meeting

Note: Other Funds & Reports will be discussed during each Work session

OLD/NEW BUSINESS

- A. Airport Renaming and Vehicle Request**
- B. Emergency Medical Dispatch Program Grant—Interim Police Chief Porti**
- C. Vehicle Preventative Maintenance and Vehicle Replacement Programs—Interim Police Chief Porti**
- D. City Manager’s Report**
 - 1. Open Positions Update**
 - 2. Information on Federal Employees Furlough**
 - 3. Update on Emergency Services Billing Amounts**



Office Of The City Attorney
H. Taylor Williams, IV
January 10, 2019

From: H. Taylor Williams, IV, City Attorney
To: Members of City Council
Re: Airport Renaming & Vehicle Request

At the December 10, 2018 Regular Council meeting, Councilman Cutchins initiated a request from the Airport Advisory Board to consider purchasing a newer vehicle for use for those who fly in to the airport that need ground transportation and a name change to improve the image of the airport.

It was the desire action of Council to look at the budgetary situation of the City before making any recommendations concerning the vehicle. I was asked to draft a resolution concerning the name change for the airport.

Taylor Williams



Office Of The City Attorney
H. Taylor Williams, IV
January 10, 2019

From: H. Taylor Williams, IV, City Attorney
To: Members of City Council
Re: Emergency Medical Dispatch Program Grant

Interim Police Chief Bob Porti will be advising Council of a Grant opportunity through the Obici Healthcare Foundation. Attached in the agenda package is the award letter for your information.

Taylor Williams



COMMONWEALTH of VIRGINIA

Department of Health

PO BOX 2448
RICHMOND, VA 23218

TTY 7-1-1 OR
1-800-828-1120

January 01, 2019

Erin Winslow
City Of Franklin Emergency Communications (911)
1018 Pretlow St
Franklin, VA 23851

Dear Grant Administrator:

The Office of Emergency Medical Services (OEMS) is pleased to announce that your agency has been awarded funding from the Financial Assistance for Emergency Medical Services Grant Program, known as the Rescue Squad Assistance Fund (RSAF). The attached Award Page itemizes the actual dollar value, quantity, funding level and item(s) your agency has been awarded under this program. The following documents can be completed and submitted via E-Gift:

Memorandum of Agreement: Must be submitted by February 28, 2019.

Instructions for Grant Reimbursement: All items must be submitted in order to process your reimbursement.

Equipment Status/Final Report Form: This form must be submitted sixty (60) days after the grant cycle deadline.

If your agency has had special conditions placed on your grant award, any and all conditions must be met in order to receive reimbursement. Items awarded may be available by state contract, www.eva.virginia.gov, OEMS recommends your agency purchase under state contract if applicable.

Any funding your agency receives through Return to Localities funding cannot be used as the matching share of Rescue Squad Assistance Fund grants or any grants offered using **Four-For-Life** funds. "Any funds received from Section 16.2-694 by a non-state agency cannot be used to match any other funds derived from Section 46.2-691 by that same non-state agency".

All items awarded funding must be ordered from the vendor by **February 28, 2019** invoices for all items awarded funding must be submitted to OEMS by **July 31, 2019**. You must contact OEMS prior to the February 28, 2019 deadline if your agency has encountered difficulties in meeting these deadlines.

If you have any questions, please contact Luke Parker, OEMS Grant Program Manager at (804) 888-9106, luke.parker@vdh.virginia.gov or Linwood P. Pulling, Grant Specialist at (804) 888-9105, Linwood.Pulling@vdh.virginia.gov or 1-800-523-6019 for additional grant information.

Congratulations,

A handwritten signature in black ink that reads "Gary R. Brown".

Gary R. Brown, Director



January 15, 2019

Mrs. Erin Winslow
Assistant Communications Manager
City of Franklin
1018 Pretlow St
Franklin, VA 23851

Re: Grant #1105

Dear Mrs. Erin Winslow:

Congratulations! We have reviewed and approved your request for funding from our Community Engagement grants. Please find enclosed a check for \$5,000 for funding of Emergency Medical Dispatch Purchase and Implementation.

The Foundation requests that you give recognition for its support whenever appropriate. Please complete and return the check receipt within 10 days.

On behalf of the Obici Healthcare Foundation we wish you success with this program.

Sincerely,

A handwritten signature in black ink that reads "Annette Beuchler". The signature is written in a cursive, flowing style.

Annette Beuchler
President & CEO

Enclosures



Office Of The City Attorney
H. Taylor Williams, IV
January 24, 2019

From: H. Taylor Williams, IV, City Attorney

To: Members of City Council

Re: Vehicle Preventative Maintenance and Vehicle Replacement Programs

During previous meetings concerning police vehicle preventative maintenance and vehicle replacement, Council asked for information on vehicle maintenance and replacement.

Interim Police Chief Bob Porti will provide a presentation on these matters at the January 28, 2019 Regular Meeting. There will be a large binder with information on each vehicle in the Police fleet beginning with the oldest vehicles to the newest vehicles. Each vehicle will be identified by make and model with a picture of the vehicle. The information will cover types of vehicle repairs, a list of vehicle repairs in excess of \$500 (considered major repairs) and a total of all maintenance costs for each vehicle.

Taylor Williams



Office Of The City Attorney
H. Taylor Williams, IV
January 10, 2019

From: H. Taylor Williams, IV, City Attorney
To: Members of City Council
Re: Information on Federal Employees Furlough

I have asked the treasurer's office and the utility service office to try to keep track of persons that might be furloughed federal employees worried about their utility accounts. At this time the Treasurer's Office reports just 2 inquires and Utility Services reports just 4 inquiries for a total of 6 inquiries. I have also attached a list of other communities that are offering some form of assistance to furloughed federal employees when assistance is requested. The list also includes a short description of the assistance being offered.

Taylor Williams

Utilities and Furloughed Customers January '19

Dominion Virginia Energy
866-366-4357

Working with customers on individual basis-late fees, etc will still be applied to account.

Community Electric
757-242-6181

Working with customers on individual basis-late fees, etc will still be applied to account.

City of Elizabeth City
252-338-3981

Customer needs to bring in furlough papers - they will be placed on a no cut off list. At the end of furlough customer has 10 days to come in and make payment arrangements. All fees will be waived.

Virginia Beach Utilities
757-385-4631

Allowing additional days with proof - fees still applied.

City of Portsmouth
757-393-8524

30 extra days to pay if they present furlough papers-late fees, etc will be removed if asked.

City of Norfolk
757-664-6700

Extention on water if show proof of furlough, will waive any finance fees.

Virginia Natural Gas
877-572-3342

Working with customers on a one to one basis.

Following is a table showing what the City fees for ambulance services were before & after the April 23rd Council meeting as well as what is being billed by the MARS billing service. I have attached a spreadsheet from the MARS billing service which details the billed services for 5.1.18-1.31.19. I have also attached an excerpt from Vince's presentation to the Council on April 23rd that deals with the ambulance charges for your reference.

| | CPT Code | City Fees Before Change | City Fees After Change | MARS Billing | 5.1.18-1.31.19 Service Counts | 5.1.18-1.31.19 Self Pay Primary Payer |
|--|----------|-------------------------|------------------------|--------------|-------------------------------|---------------------------------------|
| Basic Life Support | A0428 | \$ 300 | \$ 400 | \$ 450 | 1 | 0 |
| Basic Life Support-Emergency Transport | A0429 | NA | NA | \$ 550 | 450 | 75 |
| Advanced Life Support Level 1 | A0427 | \$ 400 | \$ 650 | \$ 550 | 556 | 104 |
| Advanced Life Support Level 2 | A0433 | \$ 575 | \$ 800 | \$ 800 | 11 | 5 |
| Treatment without Transport | A0998 | NA | \$ 380 | NA | 1 | 1 |

Items to note:

1. There are discrepancies between what services & amounts are being billed by MARS and what are approved by Council. I recommend that these get trued up:
 - a. Basic Life Support (A0428) was billed at \$450. Had only 1 service event.
 - b. There is no Council approved service called Basic Life Support-Emergency Transport at a rate of \$550. Recommend adoption with retroactive back to April 23rd.
2. No service events of Treatment without Transport have been billed by MARS for the period under review.
 - a. Even if MARS didn't have an updated fee schedule, the services would have been submitted for billing. Who was following up on the denial reports from MARS?
 - b. Since the services have never been billed, there shouldn't be a back billing issue by MARS.
3. I've left a message with Valerie @ MARS to discuss the back billing. It looks like the only service at issue is ALS2. To quantify the City's exposure if back billing is denied:
 - a. There is a \$100 deficiency in the billing rate. There was 104 self-pay customers in the period which I assumed would be 0% collected. Assuming an average 65% collection rate, the City's exposure is \$29,380.

| | | |
|------------------------------|--------|---|
| | 556 | + |
| | 104 | - |
| Service Counts [2 items] | 452 | T |
| | 650 | + |
| | 550 | - |
| Difference in Rate [2 items] | 100 | T |
| | 452 | x |
| | 100 | = |
| Svc Cts X Rate Diff | 45,200 | T |
| | 45,200 | x |
| | 0.65 | = |
| Total X Collection Rate | 29,380 | T |



Franklin Fire and Rescue

100 South Main Street • Post Office Box 179 • Franklin, Virginia 23851
(757) 562-8581 • Fax (757) 562-6340 • Email vholt@franklinva.com

Vince Holt
Director of Emergency Services

DATE: February 8, 2018
TO: Mr. Randy Martin – City Manager
FROM: Chief Vince Holt
REF: Ambulance Billing Fees

Ordinance Modification

On November 7, 2017 we received notification from our ambulance billing company that a new category for billing was going to be implemented in January 2018. The new category is classified as Treatment-Without-Transport. This category would allow us to bill patients that we treat on the scene but are not transported to the hospital due to them refusing to go. To enable our agency to take advantage of this new payment category we would need to revise our current ambulance ordinance. During the revision I would also recommend updating the billing rates for the other levels of service. I have attached the current and a recommended revision which includes adding the new category of billing along with updating the existing bill rates to a more current rate that is being applied in the neighboring jurisdictions of Isle of Wight County and the City of Suffolk.

EMS Subscription

In the annual Fire & Rescue update that was provided to City Council in November 2017 there was some discussion on ways to increase revenue recovery for the ambulance services we provide but also assist the citizens with options that may ease the burden for the cost of utilizing our ambulance service. Our surrounding neighbors including Southampton County, Isle of Wight County, and the City of Suffolk all offer a subscription service that allows a household to subscribe annually for supplemental coverage that would prevent them from being responsible for any ambulance bill that is above and beyond the limits of their health insurance coverage or if they do not have health insurance.

Southampton County charges an annual rate of \$59 with Isle of Wight County and the City of Suffolk charging \$60 per household. As we move forward with investigating whether to take a harder line on the recovery of ambulance costs this may offer our citizens a fairly inexpensive method of reassurance that they will not face the burden of paying a large sum out of pocket should they need to utilize our ambulance service. I have attached examples of program literature and applications from Isle of Wight County and the City of Suffolk.

Please advise if you have any questions on the above items,

City of Franklin, VA
Tuesday, January 30, 2018

Chapter 10. FIRE PREVENTION AND PROTECTION

Article III. Ambulance Services

§ 10-31. Fees for ambulance services.

[Ord. of 10-28-2002(2)]

- (a) There shall be fees charged by the City for ambulance service provided by the Department of Emergency Services as follows:

| Type | Fee |
|--------------------------------|------------|
| Basic Life Support (BLS) | \$300 |
| Advanced Life Support 1 (ALS1) | \$400 |
| Advanced Life Support 2 (ALS2) | \$575 |

- (b) In addition to the above fees, there is also imposed a fee of \$8.25 per mile from the location where pickup of the patient is made to the hospital or other institution where the patient is delivered (loaded miles).

§ 10-31 Fees for ambulance services.
[Ord. of 10-28-2002(2)]

(a)

There shall be fees charged by the City for ambulance service provided by the Department of Emergency Services as follows:

| Type | Fee |
|---------------------------------------|------------|
| Treatment –Without- Transport (A0998) | \$380 |
| Basic Life Support (BLS) | \$400 |
| Advanced Life Support 1 (ALS1) | \$650 |
| Advanced Life Support 2 (ALS2) | \$800 |

(b)

In addition to the above fees, there is also imposed a fee of \$10.25 per mile from the location where pickup of the patient is made to the hospital or other institution where the patient is delivered (loaded miles).

COUNCIL/STAFF REPORTS ON BOARDS & COMMISSIONS