

AGENDA**FRANKLIN CITY COUNCIL****MONDAY, June 12, 2017 – CITY HALL COUNCIL CHAMBERS – 207 W. SECOND AVE.****6:00 P.M.****Closed Session**

- A. **CALL TO ORDER**
 B. **CLOSED SESSION**

I move that the Franklin City Council meet in Closed Session to discuss appointments to boards and commissions; discuss and consider performance, and the evaluation of the City Manager and the City Attorney where the discussion will involve the performance of specific individuals; to discuss a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community; and to consult with the City Attorney pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the litigating posture of the public body pursuant to Virginia Code Section 2.2 – 3711 (A) (1), (5) & (7).

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.

- C. **Recess**

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 – Claressa Strawn – Southside RAM of Virginia's Health Expedition

AMENDMENTS TO AGENDA

1. **CONSENT AGENDA**
 - A. **Minutes: May 22, 2017 Regular Meeting & Work Session; May 23, 2017 Recessed Meeting; June 5, 2017 Called Meeting**
2. **FINANCE**
 - A. **FY 2016 – 2017 City Budget Amendment # 2017 – 17**
 - B. **FY 2016 – 2017 City Budget Amendment # 2017 – 18**
3. **OLD/NEW BUSINESS**
 - A. **Beautification Commission Code Amendment Request**
 - B. **City Manager's Report**
4. **COUNCIL/STAFF REPORTS ON BOARDS/COMMISSIONS**
5. **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.

SUBJECT

PETA Animal Tethering Ordinance Request
Columbia Natural Gas Franchise
Charter Cable Franchise
Commercial Rehabilitation Loan Program

TENTATIVE TIME LINE

June 24, 2017
TBD
TBD
TBD



A GIFT TO THE COMMUNITY FROM THE COMMUNITY

SOUTHSIDE RAM of Virginia's HEALTH EXPEDITION
with our LOCAL LIONS CLUBS



June 24-25 Greensville County High School, Emporia VA

Dental

- Cleanings
- Fillings
- Extractions

Eye Care

- Eye Exams
- Glaucoma Testing
- Glasses Prescriptions
- Diabetic Retinopathy Screening

Fast Track to Eye Glasses

Bring your current eye glass prescription, within one year, to avoid the wait for an eye exam at RAM of VA

Medical Care

- Primary Care
- X-Ray Service
- Laboratory Services
- Mental Health
- Women's Health
- Audiology/Hearing
- Diagnostic Testing
- Nutrition
- Resources

Specialty Care: Cardiology, Urology, Endocrinology, Neurology, and Podiatry

Health Education: CPR & Heart Health, Kidney, Diabetes, Arthritis, Health Care, and Biblically Speaking Nutrition

Registration at 6 am Daily
First Come First Served Basis
No Pets Allowed (Service Animals Only)
Tobacco Free Event

Service provided for the uninsured, under-insured,
and those who cannot afford health care by
volunteer nurses, doctors, dentists, optometrists,
and other trained health professionals.

No Pain Medicine Prescription Will Be Issued



FOR MORE INFORMATION CALL (434) 336-7757
Please Bring Food and Medication

CONSENT AGENDA

A. Minutes: May 22, 2017 Regular & Work Session; May 23, 2017 Recessed Meeting; June 5, 2017 Called Meeting

Franklin City Council
Regular City Council Meeting Work Session
Monday, May 22, 2017 – 6:00 p.m.

The Franklin City Council met in a Work Session at 6:00 p.m. prior to the Regular Meeting of May 22, 2017 in the Council Chambers. The purpose of the meeting was to have a joint work session with the Franklin City School Board to discuss the FY 2017 -2018 School Division Budget Request.

Members of the City Council present were: Frank Rabil, Mayor; Mary Hilliard, Greg McLemore, Bobby Cutchins, Benny Burgess, Vice-Mayor Cheatham and Linwood Johnson arrived after the session had begun.

Others present: Bob Holt, Chairman; Rebecca Jester, Amy Phillips, Marchelle Williams, Jessica Grant, Ron Rusnak, Interim Superintendent Kelvin Edwards, Sheila Minor, Interim Finance Director; Randy Martin, City Manager; and Taylor Williams, City Attorney (Andrea Hall-Leonard absent).

Mayor Rabil called the joint meeting to order then recognized School Board Chairman Bob Holt to give an update on the School Division's FY 2017 –2018 budget request. Chairman Holt recognized Interim Superintendent Kelvin Edwards who presented handouts to Council and gave a verbal update on the actions taken by the School Division regarding the FY 2017 -2018 budget since the original request was discussed at the last joint meeting of the two boards.

Interim Superintendent Edwards advised that the Division had reduced their budget request by \$350,000 and he noted some of the major reductions. This reduction brought the Division request to the level base funding proposed in the City Manager's budget recommendation to Council. He further explained that the budget included funds for the state approved pay increase for SOQ positions effective February 1, 2018. On behalf of the School Board, the Division is now requesting an additional appropriation of \$100,000 to make the pay increase for all Division employees effective September 1, 2017. The 2% pay increase was scheduled originally in the current year budget effective December 1, 2016, but State revenues were below expectations, so the increase was delayed until the new state budget was developed and state revenues had improved. Interim Superintendent Edwards commented that the request was prompted by Division concerns about high employee turnover particularly among teachers. He specifically expressed concern about the turnover rate at S. P. Morton Elementary and the impact this could have on their goal to have all school's accredited as soon as possible. Interim Superintendent Edwards then recognized Sheila Minor, Interim Finance Director who was available to answer questions from Council regarding budget or related matters.

All members of Council posed questions on topics including: attrition numbers historically; cuts made to the original budget request to reduce the request by \$350,000; substitute teacher practices and the budgetary impact and teacher morale affecting attrition; impact of "negative" perceptions and school division image on employee attrition rates; clarification on \$100,000 request and who would receive the additional 2% salary increase; budget sustainability next year if the raise is funded; early childhood initiatives; challenges to accreditation goal being achieved; school staffing cuts versus central office staffing and cuts; options for focusing pay increase on instructional staff versus other staff; starting teacher pay and pay scale concerns; response if state officials withheld the funding again for the pay increase; contract limitations and higher paid staff salaries when their roles change with lesser responsibilities; state rules on teachers leaving after contracts issued; and, concerns about being a training ground after teachers are here a few years. The Interim Superintendent and Interim Finance Director Minor responded to questions and reviewed the handouts provided to Council. School Board Chair Holt also commented on the priorities and goals of the School Board to address several of the concerns raised by Council.

Franklin City Council
Regular City Council Meeting Work Session
Monday, May 22, 2017 – 6:00 p.m.

Council members made comments and stated opinions on a number of items including: personnel actions of the School Division that impact on the budget; keeping a balance on the funding for administration versus instructional costs of the Division; support for the early childhood and accreditation goals stated; history of Franklin's funding of the schools; comparison statistics throughout Virginia and in the Hampton Roads region of per pupil funding from each source including local; positive comments about the makeup of the new school board and the working relationship and communication between the two boards; SOQ considerations and meeting requirements of the State MOU; increased base funding expectations and in-kind financial support the city provides to the school division; debt funding provided by the city to the schools and the impact on the budget in recent years; concerns about past funding increases not being utilized by the School Division consistent with the request to Council (e.g. QZAB projects and uses of debt funds, the recent increase in base funding of \$150,000 to address salary concerns); analysis of the tenure of staff leaving the division; reasons stated for teachers leaving positions; state ranking for Franklin's level of funding support for the school division.

At the conclusion of the discussion, School Board Chair Holt thanked the Council for their support and the opportunity to meet with the Council and present their request. Mayor Rabil expressed his appreciation to the School Board and Staff for attending and providing the update. He hoped that the Council's questions and comments are not perceived as meddling in the School Board's areas of responsibility.

Mayor Rabil then suggested that City Council continue the FY 2017 -2018 Proposed budget discussion at 6:00 p.m. on Tuesday, May 23, 2017 in Council Chambers as previously agreed upon if deemed necessary during previous budget discussions. The consensus of Council was to meet as the Mayor suggested.

Mayor Rabil then recessed this meeting until Tuesday at 6:00 p.m. as noted. The meeting was recessed at 7:00 p.m. to be followed by the Regular Meeting agenda.

These Minutes for May 22, 2017 City Council Called Meeting were adopted on the 8th day of June, 2017.

Mayor

Clerk to City Council

The Franklin City Council held its regular meeting on Monday, May 22, 2017 at 7:00 p.m. in the Council Chambers at City Hall.

Council Members in Attendance: Mayor Frank Rabil, Barry Cheatham, Vice-Mayor; Linwood Johnson, Bobby Cutchins, Mary Hilliard, Greg McLemore and Benny Burgess.

Staff in Attendance: Randy Martin, City Manager; Taylor Williams, City Attorney; Mark Bly, Director of Power and Light; Chief Phil Hardison, Franklin Police Department; Russ Pace, Public Works Director; and Brenda Rickman, Commissioner of Revenue.

Others in Attendance: Sergeant Scott Halverson, Franklin Police Department; Dan Howe, Executive Director, Downtown Franklin Association, Inc.; and Teresa Rose-McQuay; Administrative Assistant and Acting Secretary, Recording Minutes.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by everyone in attendance.

CITIZENS' TIME

Ms. Amy Branch of 109 Langston Court appeared before Council once again to reiterate her support for Ms. Andrea Hall-Leonard for reappointment to the Ward 3 School Board seat. Ms. Branch was concerned about an article written in the Tidewater News that made mention of Ms. Hall-Leonard's educational credentials. Ms. Branch stated that she had also emailed a statement to all the Council members concerning her feelings about the article.

Mr. Tim Bradshaw of 300 S. Main Street, President & CEO of Insercorp, addressed the Council about pedestrian safety for citizens and visitors in the Downtown district. Mr. Bradshaw asked the Council to utilize its assets to mitigate risk by installing pedestrian crossing signs, markings and any other means to promote pedestrian safety.

AMENDMENTS TO AGENDA

There were no amendments to the agenda.

Minutes: April 17, 2017 Called Meeting

Mayor Rabil asked if there were any further corrections to the minutes of the April 17, 2017 Called meeting as corrected. Hearing none, he asked for a motion. Councilman McLemore made the motion to approve the April 17, 2017 Called meeting minutes as corrected and Councilman Johnson seconded it.

The motion was approved with the vote as follows:

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

Minutes: April 18, 2017 Called Meeting

Mayor Rabil asked if there were any corrections to the minutes of the April 18, 2017 Called meeting. Hearing none, he asked for a motion. Vice-Mayor Cheatham made the motion to approve the April 18, 2017 Called meeting minutes and Councilman Johnson seconded it.

The motion was approved with the vote as follows:

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

Minutes: April 20, 2017 Called Meeting

Mayor Rabil asked if there were any corrections to the minutes of the April 20, 2017 Called meeting. Hearing none, he asked for a motion. Councilwoman Hilliard made the motion to approve the April 20, 2017 Called meeting minutes and Vice-Mayor Cheatham seconded it.

The motion was approved with the vote as follows:

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

Minutes: May 8, 2017 Regular Meeting

Mayor Rabil asked if there were any corrections to the minutes of the May 8, 2017 Regular meeting. Hearing none, he asked for a motion. Councilman Johnson made the motion to approve the May 8, 2017 Regular meeting minutes and Councilwoman Hilliard seconded it.

The motion was approved with the vote as follows:

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

Minutes: May 15, 2017 Called Meeting

Mayor Rabil asked if there were any corrections to the minutes of the May 15, 2017 Called meeting. Hearing none, he asked for a motion. Vice-Mayor Cheatham made the motion to approve the May 15, 2017 Called meeting minutes and Councilwoman Hilliard seconded it.

The motion was approved with the vote as follows:

Councilman Johnson, AYE; Councilman Cutchins, AYE; Councilwoman Hilliard, AYE; Vice-Mayor Cheatham, Aye; Councilman Burgess, AYE; Councilman McLemore, ABSTAIN and Mayor Rabil, AYE.

Departmental Reports: April, 2017

There were no questions or comments concerning the April, 2017 Departmental Reports that were sent to Council under separate file.

FINANCE**City/School Division FY 2017- 2018 Budget Request**

Mayor Rabil advised everyone that the City Council held a work session prior to the Regular meeting today. The work session meeting was recessed and will be reconvened Tuesday, May 23, 2017 at 6:00 p.m. in the Council Chambers. The purpose is to further discuss the FY 2017 – 2018 budget and to continue discussing the School Division budget request and rendering a decision on the School Division budget appropriation for FY 2017 – 2018.

School Division FY 2016 – 2017 Budget Amendment #2017 - 15

Mayor Rabil recognized City Manager Martin to present the City/School Division FY 2017 – 2018 Budget Amendment # 2017 – 15.

In preparation for the fiscal year end, the current amount of appropriation must be adjusted to reflect the additional revenue to be received by FCPS and appropriate the funds accordingly. The School Division requests City Council to approve this appropriation. The request is for the school appropriation to be increased by \$728,500. No additional Local appropriation is being requested for FY 2016 – 2017. The amendments should be made to the following revenue and expenditure accounts:

Revenue		
252-3-33010-100	Federal School Fund Services	\$110,000
254-3-41050-001	Use of Fund Balance	\$ 50,000
250-3-24000-0202	State School Basic Aid	\$456,100
250-3-24000-0252	State Technology Funds	\$112,400
Expenditures		
252-4-62000-8101	Equipment Assistance Grant	\$ 54,200
252-4-62000-2000	Food Costs	\$ 55,800
254-4-61000-7254	Instruction – Textbooks	\$ 50,000
250-4-6000-0001	Instruction	\$330,000
250-4-6000-0002	Admin.,Attend. & Health	\$ 45,900
250-4-6000-0003	Transportation	\$ 75,000
250-4-6000-0004	Operations and Maintenance	\$192,600
250-4-6000-0011	Technology	\$(75,000)

Councilman Burgess made the motion to approve Budget Amendment # 2017 – 15 as requested by the School Division and Councilman McLemore seconded it.

Mayor Rabil asked if there were any questions or comments concerning the motion to approve the School Division FY 2016 – 2017 Budget Amendment #2017 – 15; hearing none Council voted.

The motion was approved by a 7 – 0 vote.

FY 2016 – 2017 City Budget Amendment #2017 – 16

Manager Martin advised Council of a budget transfer request from the Power & Light department to transfer \$35,000 from the line item of reserve for Capital Expenditures to the line item for Automotive. This is to replace a vehicle (Unit 5-2); which is a 2005 Ford Explorer, with more than 89,000 miles. This is a unplanned purchase due to mechanical problems that are more costly to repair than the vehicle is worth.

Vice-Mayor Cheatham made the motion to approve City Budget Amendment # 2017 – 16 and Councilman Johnson seconded the motion.

Mayor Rabil asked if there were any questions or comments concerning the motion to approve the FY 2016 – 2017 Budget Amendment #2017 – 16; hearing none Council voted.

The motion was approved by a 7 – 0 vote.

OLD/NEW BUSINESS**Wards 1 & 3 School Board Appointments**

Mayor Rabil asked Council what was their desire regarding the Wards 1 & 3 School Board appointments.

Vice-Mayor Cheatham made the motion to reappoint Ms. Rebecca Jester to the Ward 1 School Board seat and Councilman Burgess seconded it.

The motion was approved by a 7 – 0 vote.

Councilman McLemore made the motion to reappoint Ms. Andrea Hall-Leonard to the Ward 3 School Board seat and Councilman Johnson seconded it.

The motion was approved with the vote as follows:

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

City Manager's Report

Manager Martin stated that unless Council had questions for him; he had nothing further to report.

COUNCIL/STAFF REPORTS ON BOARDS & COMMISSIONS

Councilman Burgess reported on the Franklin Business Center board meeting. He stated that they have a new member on the board, Mrs. Patty Rhodes, an insurance agent with State Farm. He reported that the Business Center is at 78% occupancy and they have new clients coming in and some that they are considering. Councilman Burgess reported that the average salary in the Business Center will drop when Highground is completely in their new building and he reiterated that the Business Center is a positive generator of revenue for the City of Franklin.

Councilman McLemore briefed Council on his progress in pursuing the solar city initiative. He shared that he would like to establish a committee to conduct a feasibility study on the solar initiative.

Councilman McLemore thanked CEO & Executive Director, Amanda Jarratt of the FSEDI, for helping set up meetings with Dominion Power to discuss the solar initiative.

Councilman Johnson reported on the Western Tidewater Regional Jail. He listed several items that are currently underway at the jail. Councilman Johnson also reported on a VML meeting he attended where the topic discussed was about tourism. Councilman Johnson congratulated Amanda Jarratt, CEO & Executive Director of FSEDI for her work with the Franklin Business Center. He commented that people around the state are taking notice of the success that is being generated by the Franklin Business Center.

Councilman Burgess commented that he feels that the Council needs to look at how we are spending our dollars concerning the outside organizations and agencies. Councilman Burgess stated that he does not feel that the City of Franklin is getting the most for the money that is being invested in some of these organizations.

Councilman McLemore described an unpleasant experience he had trying to get a citizen help from the Western Tidewater Free Clinic. He stated that the Council needs to make sure these organizations that we are funding are making their services available to our citizens.

Mayor Rabil cautioned Council that if and when they attempt to interact with private organizations they do so as a private citizen and not as a representative of Council with the authority to determine funding given to such organizations.

Mayor Rabil commented on the Cruise In, We B Jammin and the Farmers' Market. He stated that Cruise In has averaged over 100 cars in the last three weeks. The kickoff for We B Jammin was a success and the Farmers' Market is doing well. He advised Council that we will plan to have a retreat to discuss matters such as outside agencies and organizations sometime in September or October.

Attorney Williams distributed a handout to Council in response to how the schools arrived at the \$350,000 that was initially requested in the budget. Attorney Williams stated that Council may like to have this information for review before their work session on Tuesday, May 23rd.

Councilman McLemore stated that at the upcoming meeting with Dominion, Councilman Cutchins has agreed to attend. He thanked Mayor Rabil and City Manager Martin for coming to the last meeting concerning the solar initiative. Councilman McLemore extended an invitation for any Council member to attend meetings concerning the solar initiative.

Closed Session

Vice-Mayor Cheatham made the motion for the Franklin City Council to meet in Closed Session to discuss and consider the performance, and the evaluation of the City Manager and the City Attorney where the discussion will involve the performance of specific individuals pursuant to Virginia Code Section 2.2 – 3711 (A) (1). Councilwoman Hilliard seconded the motion.

Mayor Rabil asked for any comments or questions on the motion. Hearing none, Council voted.

The motion was approved by a 7 – 0 vote.

The Council entered into closed session at 7:40 p.m.

Mayor Rabil reconvened the open session at 7:55 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

Vice Mayor Cheatham made a motion to adjourn the meeting which was seconded by Councilwoman Hilliard.

The motion was approved by a 7 – 0 vote.

Mayor Rabil declared the meeting adjourned at 7:56 p.m.

These Minutes for the May 22, 2017 City Council Regular Meeting were adopted on the 12th day of June, 2017.

Mayor

Clerk to City Council

Franklin City Council Recessed Meeting
Tuesday, May 23, 2017 – 6:00 p.m.
Recessed from Monday, May 22, 2017 – City Hall Council Chambers

The Franklin City Council held a recessed meeting on Tuesday, May 23, 2017 at 6:00 p.m. in the City Council Chambers. The Franklin City Council had met in a Work Session at 6:00 p.m. prior to the Regular Meeting of May 22, 2017 in the Council Chambers. The purpose of this meeting was to have a joint work session with the Franklin City School Board to discuss the FY 2017 – 2018 School Division Budget Request.

Members of the City Council present at this meeting were: Frank Rabil, Mayor; Barry Cheatham, Vice-Mayor; Mary Hilliard, Bobby Cutchins, Benny Burgess, and Linwood Johnson (Greg McLemore absent).

Others present: Randy Martin, City Manager; and Taylor Williams, City Attorney; Kelvin Edwards, Interim Superintendent, Pam Kindred, Executive Secretary and Tidewater News reporter, Stephen Faleski.

Mayor Rabil called the recessed meeting back to order. The purpose of the recessed meeting is to continue the City Council discussion on the proposed FY 2017 - 2018 City Budget. The City Council had recessed from the prior evening as previously scheduled on this date if deemed necessary before considering adoption of the FY 2017 – 2018 budget on June 5th at 7:00 p.m. The Council also indicated their desire to give the School Division a timely response on their budget request so that employee contracts can be addressed for the next fiscal year. The Council had discussed the School Division budget request on May 22nd at the joint called meeting with the School Board and during the regular session that followed, but deferred their decision on the School Division budget until this recessed meeting.

School Division Budget Request

Council focused on the FY 2017 – 2018 School Division budget request by continuing the discussion begun the prior evening at the joint meeting. Mayor Rabil polled each member for their thoughts. Council members also posed questions to Interim Superintendent Edwards and City Manager Martin. Council reviewed the pay increase history of school personnel compared to City staff. Members of Council all stated support for the schools with differing comments and opinions regarding the budget request and whether the additional funds to move up the effective date of the salary request was justified. After considerable discussion and questions; Mayor Rabil advised that the only apparent source available to consider the additional funding request of \$100,000 was the recommended contingency amount of \$50,000. Any additional amount would require cutting other funding items. He cautioned Council to eliminate the entire contingency would leave the City without any funds for unexpected items during the next fiscal year.

Council members further debated the pros and cons of the additional salary funding to move the state approved pay increase for all school division staff from February 1, 2018 to September 1, 2017. Council particularly expressed their views that the increase should focus on “boots on the ground” staff referring primarily to instructional staff. Vice-Mayor Cheatham then made a motion to approve the base school division local appropriation as recommended by the City Manager at \$4,987,395.00 plus an additional amount of up to \$50,000 as requested by the School Board for salaries. Councilman Johnson seconded the motion and it was approved by a 6 – 0 vote (Councilman McLemore absent).

Franklin City Council Recessed Meeting
Tuesday, May 23, 2017 – 6:00 p.m.
Recessed from Monday, May 22, 2017 – City Hall Council Chambers

FY 2017 – 2018 City Budget Adjustments

Mayor Rabil then asked Council if there were other budget adjustments that they wanted to discuss other than those previously detailed in prior budget work sessions. The Council briefly discussed the budget then it was a consensus that the City Manager prepare a revised budget resolution reflecting the changes previously discussed and agreed upon for Council consideration on June 5, 2017 at 7:00 p.m. in a called meeting in the Council Chambers. Mayor Rabil thanked all members of Council, Interim Superintendent Edwards and City Manager Martin for their efforts on the budget and at this meeting.

ADJOURNMENT

Vice-Mayor Cheatham made a motion to adjourn the called meeting. Councilman Johnson seconded the motion.

The motion was approved by a 6 – 0 vote (Councilman McLemore absent).

Mayor Rabil declared the meeting adjourned at 7:15 p.m.

These Minutes for May 22, 2017 City Council Called Meeting were adopted on the 8th day of June 12, 2017.

Mayor

Clerk to City Council

**Franklin City Council
Called Meeting
June 5, 2017 – 7:00 p.m.**

The Franklin City Council met in a called meeting on Monday, June 5, 2017 in the Council Chambers at 7:00 p.m.

Council Members in Attendance: Frank Rabil, Mayor; Barry Cheatham, Vice-Mayor; Benny Burgess, Linwood Johnson, Mary Hilliard, Bobby Cutchins and Greg McLemore.

Others in Attendance: Randy Martin, City Manager; and Taylor Williams, City Attorney; Brenda Rickman, Commissioner of Revenue; Dinah Babb, Treasurer; Dan Howe, Executive Director, DFA; and Stephen Faleski, Tidewater News Reporter.

Mayor Rabil called the meeting to order for the purpose of considering actions necessary to finalize the FY 2017 – 2018 City Budget including the budget resolution and electric rate ordinance.

Mayor Rabil recognized the City Manager to present the updated resolution, ordinance and related documents. Manager Martin briefly reviewed the changes previously agreed upon by Council and his recommendations to balance the budget. Mayor Rabil asked Council members if there was any further discussion on the recommendations. There were no comments.

Councilman Burgess made a motion to approve the FY 2017 – 2018 Budget Resolution as revised and recommended by the City Manager. The resolution establishes the tax rates, fees and charges as detailed. Vice-Mayor Cheatham seconded the motion. The Mayor asked for discussion and there was none, so the Mayor asked for a vote.

The motion was approved by a 7 – 0 vote.

Vice-Mayor Cheatham then made a motion to adopt the FY 2017 – 2018 Electric Rate Ordinance and Councilwoman Hilliard seconded it.

The motion was approved by a 7 – 0 vote.

The Mayor thanked all members of Council, The City Manager and city staff for their efforts on the budget.

ADJOURNMENT

There being no further business scheduled for this called meeting, Mayor Rabil asked for a motion to adjourn. Councilwoman Hilliard made a motion to adjourn which was seconded by Councilman Burgess.

The motion was approved by a 7 – 0 vote.

Mayor Rabil declared the meeting adjourned at 7:04 p.m.

These Minutes for May 15, 2017 City Council Called Meeting were adopted on the 22nd day of May, 2017.

Mayor

Clerk to City Council

FINANCE

- A. FY 2016 – 2017 City Budget Amendment # 2017 – 17**
- B. FY 2016 – 2017 City Budget Amendment # 2017 – 18**

BUDGET AMENDMENT 2017-17

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2016-2017 City Budget is hereby amended to recognize additional revenues and to appropriate such revenues for new uses.

		2016-2017	TOTAL	INCREASE
296 MADISON STREET NEIGHBORHOOD CDBG FUND (MY-2) REVENUE		<u>BUDGET</u>	<u>BUDGET</u>	<u>(DECREASE)</u>
296-24000-001	State Aid - Grant	\$ -	\$ 533,575.00	\$ 533,575.00
TOTAL				<u>\$533,575.00</u>
EXPENSES				
ADMINISTRATION				
296-86000-3140	Contract Execution - DHCD	-	4,500.00	4,500.00
296-86000-3141	Management Assistance	-	3,650.00	3,650.00
296-86000-3143	Contract Monitoring	-	3,950.00	3,950.00
296-86000-3145	Compliance Review	-	1,000.00	1,000.00
296-86000-3149	Construction Completion	-	17,160.00	17,160.00
296-86000-3148	Administrative Closeout	-	2,500.00	2,500.00
TOTAL ADMINISTRATION				\$32,760.00
HOUSING REHABILITATION (Investor)				
296-86000-4501	Investor- Owned Construction	-	72,200.00	72,200.00
296-86000-4503	Rehabilitation Specialist	-	7,220.00	7,220.00
296-86000-4505	Temporary Relocation	-	6,000.00	6,000.00
296-86000-4507	Home Maintenance Training	-	600.00	600.00
TOTAL HOUSING REHAB (Investor)				\$86,020.00
IMPROVEMENTS				
296-86000-7601	Drainage - Construction	-	154,000.00	154,000.00
296-86000-7602	Drainage - Inspections	-	6,304.00	6,304.00
296-86000-7603	Water – Construction	-	15,000.00	15,000.00
296-86000-7604	Sewer – Construction	-	218,374.00	218,374.00
296-86000-7606	Water – Inspections	-	750.00	750.00
296-86000-7607	Sewer – Inspections	-	12,623.00	12,623.00
296-86000-7608	Sewer – A & E Design	-	7,744.00	7,744.00
TOTAL DRAINAGE/WATER & SEWER IMPROVEMENTS				\$414,795.00
TOTAL EXPENDITURES				<u>\$533,575.00</u>

To record the Madison Street Neighborhood Revitalization CDBG Grant (MY-2)

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

Clerk to the City Council

CONTRACT #16-07 MY2
GRANTEE: City of Franklin

AGREEMENT

This AGREEMENT, entered into as of this 7th day of April, 2017, by and between the Virginia Department of Housing and Community Development hereinafter referred to as "DHCD" and the City of Franklin, Virginia hereinafter referred to as "GRANTEE."

WITNESSETH

WHEREAS, the Commonwealth of Virginia has been authorized to distribute and administer Community Development Block Grant (CDBG) funds pursuant to the Housing and Community Development Act of 1974, as amended, and

WHEREAS, DHCD has been authorized by the Governor of the Commonwealth of Virginia to distribute and administer CDBG funds in the form of competitive improvement grants according to the CDBG Program Design, and

WHEREAS, the PROJECT as described in the Community Improvement Grant Proposal as submitted by the GRANTEE has achieved a sufficiently high ranking through a competitive proposal selection system to qualify for CDBG funding on the basis of the CDBG Program Design,

Now THEREFORE, the above-mentioned parties hereto do mutually agree as follows:

1. DHCD agrees to award the GRANTEE a COMMUNITY IMPROVEMENT GRANT in an amount of the total allowable, eligible costs in carrying out the ACTIVITIES included in Products herein described not to exceed five hundred thirty-three thousand, five hundred seventy-five dollars and zero cents (\$533,575.00).
2. DHCD agrees to provide the GRANTEE with technical assistance in setting up and carrying out the administration of its CDBG Grant.
3. The GRANTEE will commence, carry out and complete the following Products (more thoroughly described in the GRANTEE'S CDBG Proposal).

PROJECT TITLE: Madison Street Housing Rehabilitation

OUTCOMES: To improve the living conditions of three (3) households, all of which are low- to moderate-income (LMI) households, through the provision of housing rehabilitation activities, and to improve the living conditions of thirty (30) total households, of which sixty-three

(63) are LMI persons through the provision of water, drainage, street and sanitary sewer infrastructure activities.

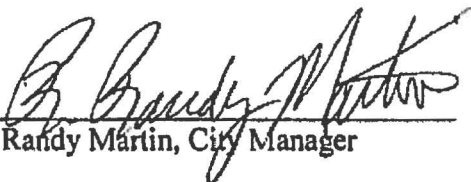
BENEFITS: 63 persons, all of whom are low- to moderate-income.

ACTIVITIES:

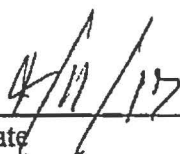
- A. The rehabilitation of three (3) LMI investor-owned housing units to DHCD Housing Quality Standards;
- B. The contract award and installation of relining 1,000 LF of 48 public sanitary sewer laterals and 1,000 LF of 48 private sanitary sewer laterals;
- C. The contract award and installation of 500 LF of 8" water lines to connect existing water lines for fire flows, upgrade 4" water lines to 8" water lines to include appurtenances;
- D. The contract award and installation of 8,700 SY of street paving replacement and 520 LF of curb and gutter replacement;
- E. The contract award and installation of storm drainage improvements, including lining 2,400 LF of 12"-15" storm drainage, repairing 2 storm drain conflict manholes, repairing 13 storm drain structures, and regarding ditches; and
- F. Clearance of all junk, debris, weeds, and inoperable vehicles and dilapidated structures from the project area, including two (2) annual neighborhood cleanup sessions to assist residents to dispose of outside debris.

employment be given to lower-income residents of the project area and contracts for work in connection with the project be awarded to eligible business concerns which are located in, or owned in substantial part by, persons residing in the area of the project.

12. It will comply with the provisions of Executive Order 11988, relating to evaluation of flood hazards and Executive Order 12088 relating to the prevention, control, and abatement of water pollution.
13. It will comply with Section 104 (1) of the *Housing and Community Development Act of 1974*, as amended, in that: it has adopted and is enforcing a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations and a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is subject of such nonviolent civil rights demonstration within its jurisdiction.



R. Randy Martin, City Manager



Date

Budget Revision #: PR00002
Revised On: 05/05/2017
Status: Approved

Cost/Activity Category	DHCD Request	Other Funding	Total
Administration	\$32,760.00	\$0.00	\$32,760.00
Contract Monitoring	\$3,950.00	\$0.00	\$3,950.00
Construction Completion	\$17,160.00	\$0.00	\$17,160.00
Administrative Project Closeout	\$2,500.00	\$0.00	\$2,500.00
Satisfactory Compliance Review(s)	\$1,000.00	\$0.00	\$1,000.00
Execution of Project Contract(s)	\$3,650.00	\$0.00	\$3,650.00
Execution of DHCD Contract	\$4,500.00	\$0.00	\$4,500.00
Interim Assistance	\$0.00	\$0.00	\$0.00
Permanent Relocation	\$0.00	\$0.00	\$0.00
Acquisition	\$0.00	\$0.00	\$0.00
Clearance and Demolition	\$0.00	\$0.00	\$0.00
Owner Occupied Housing Rehabilitation	\$0.00	\$0.00	\$0.00
Home Maintenance Education Program	\$0.00	\$0.00	\$0.00
Temporary Relocation	\$0.00	\$0.00	\$0.00
Rehabilitation Specialist	\$0.00	\$0.00	\$0.00
Owner Occupied Housing Rehabilitation	\$0.00	\$0.00	\$0.00
Investor-Owned Housing Rehabilitation	\$86,020.00	\$0.00	\$86,020.00
Temporary Relocation	\$6,000.00	\$0.00	\$6,000.00
Rehabilitation Specialist	\$7,220.00	\$0.00	\$7,220.00
Investor-Owned Housing Rehabilitation	\$72,200.00	\$0.00	\$72,200.00
Home Maintenance Education Program	\$600.00	\$0.00	\$600.00
Owner Occupied Substantial Reconstruction	\$0.00	\$0.00	\$0.00
Homeownership Creation	\$0.00	\$0.00	\$0.00
Sewer Improvements	\$238,741.00	\$20,158.00	\$258,899.00
Other: Design (Architect/Engineer)	\$7,744.00	\$588.00	\$8,332.00
Other: Resident Inspections	\$12,623.00	\$570.00	\$13,193.00
Construction	\$218,374.00	\$19,000.00	\$237,374.00
Water Improvements	\$15,750.00	\$0.00	\$15,750.00
Other: Resident Inspections	\$750.00	\$0.00	\$750.00
Construction	\$15,000.00	\$0.00	\$15,000.00
Storm Sewer Improvements	\$0.00	\$0.00	\$0.00
Street Improvements	\$0.00	\$141,846.00	\$141,846.00
Other: Design (Architect/Engineer)	\$0.00	\$3,123.00	\$3,123.00
Other: Resident Inspections	\$0.00	\$3,123.00	\$3,123.00
Construction	\$0.00	\$135,600.00	\$135,600.00
Flood Drainage Facilities	\$160,304.00	\$0.00	\$160,304.00
Other: Resident Inspections	\$6,304.00	\$0.00	\$6,304.00
Construction	-\$154,000.00	\$0.00	\$154,000.00

Microenterprise Assistance	\$0.00	\$0.00	\$0.00
Business District Revitalization	\$0.00	\$0.00	\$0.00
Telecommunications	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total:	\$533,575.00	\$162,004.00	\$695,579.00

BUDGET AMENDMENT 2017-18

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2016-17 General Fund Budget is hereby amended to recognize additional flood insurance recoveries:

REVENUE			WASTEWATER TREATMENT PLANT			
				2016-2017	Amended	Increase
				Budget	Budget	(Decrease)
501	16190	1902	Insurance Recovery - Flood	\$ -	\$ 9,263.00	\$ 9,263.00
			TOTAL REVENUE			\$ 9,263.00
EXPENSES			WASTEWATER TREATMENT PLANT			
501	44120	6014	Other Operating Supplies	\$ 3,000.00	\$ 6,402.00	\$ 3,402.00
501	44120	8408	Other - Capital Expense	\$ 100,000.00	\$ 105,861.00	\$ 5,861.00
			TOTAL EXPENSES			\$ 9,263.00

Insurance Recoveries for WWTP Building Repairs and Contents

Certified copy of resolution adopted by

Franklin City Council

Clerk to the City Council

INSURED	: CITY OF FRANKLIN	DATE OF REPORT	: 12/13/2016
LOCATION	: 501 N MAIN ST	DATE OF LOSS	: 10/8/2016
	: FRANKLIN, VA 23851-1437	POLICY NUMBER	: 0000104526
COMPANY	: Selective Insurance Company of America	CLAIM NUMBER	: 161947
	: 40 Wantage Ave.	OUR FILE NUMBER	: ASA15-6212
	: Branchville, NJ 07890	ADJUSTER NAME	: Tim Haggerty

ESTIMATE TOTALS (WWTP Shop Building)

ESTIMATE TOTAL PAGE ITEMS	RCV	DIFF	ACV
Repair Item Totals	\$2,940.04	\$109.65	\$2,830.39
Additional Items Totals (1)	\$4,544.00	\$545.28	\$3,998.72
Applicable Sales Tax	\$36.41	\$3.81	\$32.60
Rate: 6.0000% (Includes M,E)			
Estimate Grand Totals	\$7,520.45	\$658.74	\$6,861.71
Less Deductible	(\$1,000.00)		(\$1,000.00)
BUILDING FINAL TOTALS	\$6,520.45	\$658.74	\$5,861.71

Sales Tax Legend: M - Materials, E - Equipment

1. THIS IS AN ESTIMATE / RECOMMENDATION ONLY AND IS SUBJECT TO REVIEW BY YOUR CARRIER AND THE NFIP.
2. SALES TAX IS INCLUDED AT THE END OF THE ESTIMATE.
3. BUILDING VALUATION DOES NOT INCLUDE LAND, LOCATION, OR MARKET VALUE.
4. PLEASE SAVE ALL ESTIMATES, INVOICES, RECEIPTS, AND THESE DOCUMENTS FOR 10 YEARS IN CASE OF FUTURE FLOOD LOSS. PRIOR LOSS DOCUMENTATION WILL BE REQUIRED IN THE EVENT OF A FUTURE LOSS.

Flood adjusters have no authority to deny or accept federal flood insurance claims (as per the NFIP flood policy language). This estimate does not constitute a settlement offer of this claim. This estimate is not an authorization for repairs to begin. This estimate is subject to review and final approval from your insurance carrier or their legal representative. Any additional repairs or replacements of items not included in this estimate is also subject to review and final approval from the insurance carrier or their legal representative. You are required to keep all receipts, invoices, cancelled checks, credit card statements, etc. as proof of repair and/or replacement of damaged items in the event of any future flood claims. The hiring of any type of contractor or repair/mitigation service is strictly the decision of the policyholder.

*** This is an estimate of recorded damages and is subject to review and final approval by the insurance carrier. ***

SELECTIVE INSURANCE COMPANY OF AMERICA
1935 3rd Avenue East
Suite 100
Kalispell, HT 59901

Return Service Requested



007380 R3K6T1A
CITY OF FRANKLIN
PO BOX 179
FRANKLIN VA 23851



Date: 02/15/2017
Check #: 193347
Payment Amount: 5,861.71
Vendor #: 13868

Remittance Advice

Date of Loss	Policy #	Claim Payment Description	Check Amount
10/08/2016	0000104526		5,861.71

PLEASE DETACH BEFORE DEPOSITING CHECK

INSURED	: CITY OF FRANKLIN	DATE OF REPORT	: 12/13/2016
LOCATION	: 501 N MAIN ST	DATE OF LOSS	: 10/8/2016
	: FRANKLIN, VA 23851-1437	POLICY NUMBER	: 0000104526
COMPANY	: Selective Insurance Company of America	CLAIM NUMBER	: 161947
	: 40 Wantage Ave.	OUR FILE NUMBER	: ASA15-6212
	: Branchville, NJ 07890	ADJUSTER NAME	: Tim Haggerty

INVENTORY TOTALS

INVENTORY SUMMARY ITEMS	RCV	DIFF	ACV
Inventory Item Totals	\$7,557.30	\$1,120.21	\$6,437.09
Applicable Sales Tax	\$453.44	\$67.21	\$386.23
<small><Depreciated Sales Tax included in ACV Totals></small>			
Gross Contents Loss	\$8,010.74	\$1,187.42	\$6,823.32
Less Deductible/Participation	(\$1,000.00)		(\$1,000.00)
INVENTORY FINAL TOTALS	\$7,010.74		\$5,823.32

*Less: Air Compressor - (2421.21)
+ applicable Sales Tax*

3402.11

1. THIS IS AN ESTIMATE / RECOMMENDATION ONLY AND IS SUBJECT TO REVIEW BY YOUR CARRIER AND THE NFIP.
2. SALES TAX IS INCLUDED AT THE END OF THE ESTIMATE.
3. PLEASE SAVE ALL ESTIMATES, INVOICES, RECEIPTS, AND THESE DOCUMENTS FOR 10 YEARS IN CASE OF FUTURE FLOOD LOSS. PRIOR LOSS DOCUMENTATION WILL BE REQUIRED IN THE EVENT OF A FUTURE LOSS.

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*** This is an estimate of recorded damages and is subject to review and final approval by the insurance carrier. ***

DR0409

14,757

SELECTIVE INSURANCE COMPANY OF AMERICA
1935 3rd Avenue East
Suite 100
Kalispell, MT 59901

Page 1 of 1

Return Service Requested



007379 R3K6T1A
CITY OF FRANKLIN
PO BOX 179
FRANKLIN VA 23851



Date: 02/15/2017
Check #: 193348
Payment Amount: 3,402.11
Vendor #: 13868

Remittance Advice

Date of Loss	Policy #	Claim Payment Description	Check Amount
10/08/2016	0000104526		3,402.11

OLD/NEW BUSINESS

- A. Beautification Commission Code Amendment Request**
- B. City Manager's Report**



DEPARTMENT OF COMMUNITY DEVELOPMENT
PLANNING - BUILDING INSPECTIONS – ZONING

To: R. Randy Martin, City Manager

From: Donald E. Goodwin, CBO, CFM, Director of Community Development

Date: 6/6/2017

CC: City Council Members

Re: **Beautification Commission Membership Change**

The Beautification Commission has unanimously agreed to request that City Council amend section 29-63 (a) to reduce its membership from nine members to seven. This recommendation comes as a result of continued membership turnover in the past few years and the lack of being able to obtain a quorum to take action on agenda items.

Staff is also in support of this change. I have attached the proposed ordinance amendment for Council's consideration.

Please let me know if you any questions regarding this issue.

STAFF RECOMMENDATION: Adopt proposed amendment as written.

THE CITY COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA DOES
ORDAIN AS FOLLOWS:

That Section 29-63 Appointment of members of Franklin Beautification Commission of Article III subsection (a) of the City of Franklin Code is hereby amended to read as follows:

Sec. 29-63.

(a) The Franklin Beautification Commission shall be composed of ~~nine~~ **seven** members who shall be residents of the city and who shall be appointed by city council for staggered terms of four years. Members whose terms have expired shall hold office until their successors have been appointed. Vacancies occurring on the commission otherwise than through the expiration of terms shall be filled for the unexpired terms by appointment of city council.

(b) To the extent that such persons are available members shall consist of landscape architects, landscape designers, arborists, gardeners and other persons interested in the appearance of the city, its streets, sidewalks, parks and other public places.

This ordinance shall be effective from the date of its adoption.

Certified copy of ordinance adopted by the City of Franklin City Council at its meeting held on June 12, 2017.

Clerk to City Council

COUNCIL/STAFF REPORTS ON BOARDS & COMMISSIONS