

AGENDA

FRANKLIN CITY COUNCIL

MONDAY, AUGUST 26, 2013 – CITY HALL COUNCIL CHAMBERS – 207 W. SECOND AVENUE

7:00 P.M.

REGULAR MEETING

CALL TO ORDER. . . . MAYOR RAYSTINE D. JOHNSON-ASHBURN

PLEASE TURN OFF CELL PHONES . . . MAYOR RAYSTINE D. JOHNSON-ASHBURN

INVOCATION WARD 1

PLEDGE OF ALLEGIANCE

CITIZENS' TIME

AMENDMENTS TO AGENDA

- 1. **CONSENT AGENDA**
 - A. Minutes from August 12, 2013 Regular City Council Meeting
- 2. **PUBLIC HEARING**
 - A. Virginia Department of Transportation Beautification Project (2nd Hearing)
- 3. **FINANCIAL:**
 - A. FY 2012-2013 Budget Amendments – Carryover to FY 2013-2014
- 4. **OLD/NEW BUSINESS**
 - A. City Manager’s Report
- 5. **COUNCIL/STAFF REPORTS ON BOARDS AND COMMISSIONS**
- 6. **CLOSED SESSION** – I move that the Franklin City Council meet in closed session to discuss and consider appointments to boards and commissions, and to consult with the City Attorney regarding specific legal matters requiring the provision of legal advice by such counsel pursuant to Virginia Code Section 2.2-3711 (A) (1) & (7).

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

- 7. **ADJOURN**

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**TENTATIVE TIME LINE****FSEDI Economic Development (Work Session)****September 23, 2013****PTO & Health Insurance (Work Session)****October 21, 2013 (Tentative)****Other Personnel Policies Review (Work Session)****October 28, 2013****Rental Inspection Program Discussion (Work Session)****November 4, 2013**

CONSENT AGENDA

A. Minutes from August 12, 2013 Regular City Council Meeting

Minutes from the August 12, 2013 Regular City Council Meeting

The Franklin City Council held a Regular City Council Meeting on Monday, August 12, 2013, at 7:00 p.m. in the Council Chambers, 207 West Second Avenue.

Council Members in Attendance: Raystine D. Johnson-Ashburn, Mayor; Barry Cheatham, Vice-Mayor; Greg McLemore, Benny Burgess, Mary Hilliard, and Mona Murphy (Councilman Don Blythe absent).

Staff in Attendance: Randy Martin, City Manager; Taylor Williams, City Attorney; Russ Pace, Director of Public Works; Dan Howe, Director of Downtown Development; Dinah Babb, Treasurer; Brenda Rickman, Commissioner of Revenue; Mark Bly, Director of Power & Light; Frank Davis, Director of Parks & Recreation; Phil Hardison, Chief of Police; Alan Hogge, Director of Social Services; Melissa Rollins, Director of Finance; Carolyn Joyner, Director of Human Resources and Donald Goodwin, Director of Community Development.

Other Staff in Attendance: Mark Carr, Deputy Director of Emergency Services, and Joe Ann Faulk, Financial Accountant.

CALL TO ORDER

The Regular City Council Meeting was called to order by Mayor Johnson-Ashburn at 7:00 p.m.

INVOCATION

The invocation was offered by Councilwoman Hilliard.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by everyone in attendance.

INTRODUCTION OF NEW EMPLOYEES

Community Development

Mr. Goodwin, Director of Community Development introduced Elizabeth (Beth) Lewis, Deputy Director of Community Development and Lee Copeland, Deputy Building Code Official.

Mayor Johnson-Ashburn welcomed Mrs. Lewis and Mr. Copeland on the behalf of herself and Council.

Police Department

Phil Hardison, Chief of Police introduced Kyle Niles, Mario Hunter and James Ebert as new Police Officers to the City of Franklin's Police Department.

Mayor Johnson-Ashburn welcomed Officer Niles, Officer Hunter and Officer Ebert on the behalf of herself and Council.

Social Services

Alan Hogge, Director of Social Services introduced Irma E. Brown as the newest employee to the Social Services Department.

Mayor Johnson-Ashburn welcomed Mrs. Brown on the behalf of herself and Council.

CITIZEN'S TIME

Citizen 1

Amanda Jarratt, President and CEO of Franklin Southampton Economic Development, Inc. stated she wanted to make the Mayor, Council and Citizens aware that Franklin's Business Incubator is one of nine Incubators chosen from across the Country that were featured in the National Incubation Association Publication. Mrs. Jarratt thanked the Mayor, Council and the City for supporting the Incubator.

Citizen 2

Thomas Councill, Jr. a concerned citizen made the following requests:

- That Council takes immediate action and appoint a representative from the City of Franklin Library to the Parks and Recreation Advisory Committee.
- That the City Council apologize to Dr. Bishop, Linwood Johnson and the citizens he represents concerning the electric overcharge issue.

AMENDMENTS TO THE AGENDA

There were no amendments to the Agenda.

Mayor Johnson-Ashburn announced there will be a Work Session on Monday, September 23, 2013, between City Council and representatives of Franklin Southampton Economic Development, Inc. to discuss economic development. She announced this Work Session will be held in lieu of the Regular City Council Meeting scheduled for Monday, September 23, 2013.

CONSENT AGENDA

Resolution of Special Recognition for Nancy Layman

At the request of the Mayor, Vice-Mayor Cheatham read aloud then he motioned to accept the Resolution honoring Nancy H. Layman for her service with the City of Franklin. The motion was seconded by Councilwoman Murphy and passed with a 6-0 vote (Councilman Blythe absent).

The Mayor on behalf of the City of Franklin presented Nancy Layman with a Resolution in honor of her thirty-seven years of service as an Accounting Supervisor with the City.

Minutes from July 22, 2013 Regular City Council Meeting

Mayor Johnson-Ashburn asked if there were any corrections to the Minutes for the Regular City Council Meeting that was held on July 22, 2013, hearing none she asked for a motion of adoption.

A motion was made by Vice-Mayor Cheatham to adopt the minutes from the July 22, 2013 regular City Council Meeting. The motion was seconded by Councilwoman Murphy.

The motion was approved with the vote as follows:

Mayor Johnson-Ashburn, AYE; Vice-Mayor Cheatham, AYE; Councilman McLemore, AYE; Councilman Burgess, Abstain; Councilwoman Hilliard, AYE; Councilwoman Murphy, AYE; (Councilman Blythe absent).

FINANCIAL

Preliminary FY 2012-2013 End of Year Financial Report

Melissa Rollins, Director of Finance reviewed highlights from the Preliminary FY 2012-2013 End of Year Financial Report. Director Rollins noted that this report is typically not presented until later in the new fiscal year, so the data is preliminary and not finalized until the audit review is complete.

- Mrs. Rollins stated the information she was presenting is based on information received through August 8, 2013.
- Transfers to other funds are yet to be determined; impact to the City's year end fund balance (GF) is estimated.
- Cash balances for certain funds are inconclusive; cash balance summary report by Fund has not been disclosed due to remaining uncertainties.

General Fund Revenue Highlights

- Overall General Property Taxes collected - \$6.79 million, 97.5% of budget – 3.97% increase over FY12 collections of \$6.53 million
- Current Real Estate Taxes - \$4.92 million, 95.8% of budget and 6.6% higher than FY12 collections of \$4.61 million
- Delinquent Real Estate Taxes - \$237,000 or 135% of budget and 9% less than FY12 collections as projected
- Personal Property Taxes - \$1.278 million, 97% of budget increased slightly by 3.0% from same period last year.
- Delinquent Personal Property Taxes – received nearly \$65,000 compared to \$106,047 in the prior fiscal year – 68% of budget
- Other General Property Taxes – Penalty and interest, machinery and tools and public service corporation taxes – collectively exceeded budget at \$283,000 collected versus \$241,000 budget

Other Local, State & Federal Revenue

- Fees from permits expected to decrease from prior year
- Charges for waste collection & disposal = 97% of budget
- Revenue from ambulance service charges are up 7.2% from prior year
- Miscellaneous revenues reflects receipt of IOW County revenue sharing payment in the amount of \$227,000 FY14 payment is up and has already been received

Other Local, State & Federal Revenue

- State revenue anticipated at June 30 to be on target with budgeted projections or consistent with prior year actual revenue and include shared expense revenue, PPTRA revenue, street & highway funds and state funding for police departments
- All federal revenue as budgeted is expected to be received

General Fund Expenditure Highlights

Various categories of general fund expenditures reflect decreases in the fiscal year under the prior year at June 30 and most items are well within budgeted appropriations.

- Expenditures of \$13.099 million (83% of budget) are over \$515,000 less when compared to prior year expenditures of \$13.61 million

Savings Highlights Includes

- Vacancy savings
- Tipping Fee Savings
- Professional Services Savings
- A portion of balance not spent reflects operating funds for new money capital initiatives that will require carry over to the new fiscal year along with some restricted funds for highway improvements (Items unspent at year end)

Fire and Rescue reflects the most significant increase in General Fund expenditures increasing \$253,000 over the prior fiscal year as a result of increased payroll expenditures in fire and rescue as expected due to additional staff (Grant Funded) and other factors (budgeted expenditures increased from the prior year)

Airport Fund

- Fuel Sale Revenue decreased from FY2012 by 26,000 or 24%

Water & Sewer Fund

- Revenue from the sale of water and sewer service charges of \$3.01 million at June 30 represents nearly 97% of budget and is projected to be in line with prior year revenue of \$3.04 million
- Expenditures of \$2.46 million - \$733,000 decrease from the \$3.19 million spent at the end of FYE June 30, 2012, largely due to sewer system improvement projects and water line rehabilitation projects that were completed in the prior year

Mayor Johnson-Ashburn asked if Council had any questions.

Councilman Burgess asked how much was the City saving from not taking our yard waste to the landfill.

Mrs. Rollins answered in the last ten months the City saved \$218,000.00

Councilman Burgess then asked how much was the highway funding carry over.

Mrs. Rollins answered the highway's carry over was \$400,000.00.

At the conclusion of the financial report, Manager Martin announced that the City of Franklin had met one of the administrative goals that were set and endorsed by Council. The City of Franklin was awarded a Certificate of Achievement by the Government Finance Officers Association (GFOA) for their participation and in honor of the City's financial reporting. This is an award that the City has never received.

The Manager congratulated the Finance Director, departmental staff, others who assisted and acknowledged the role the auditor played in accomplishing this goal.

Mrs. Rollins thanked everyone in her department and all of staff for their participation in achieving this award.

Vice-Mayor Cheatham congratulated staff on a job well done.

Councilwoman Murphy expressed her appreciation to staff for all their hard work.

Councilman Burgess stated he always had confidence in the City of Franklin's team but this recognition was proof and congratulations on the great work.

Councilwoman Hilliard also expressed her appreciation to Nancy Layman for all of her dedication and hard work over the years and congratulated staff.

Mayor Johnson-Ashburn expressed her appreciation and is very proud of the staff.

Mrs. Rollins stated the City of Franklin will be receiving a plaque for this honor and she advised a GFOA State Representative is willing to come and do a presentation at a future Council Meeting.

The Mayor welcomed scheduling the presentation on a future agenda.

OLD/NEW BUSINESS

Farm Lease Discussion for Pretlow Industrial Park

Taylor Williams, City Attorney reminded Council that it is the time of year to do farm lease advertisement for bids on the Pretlow Park property. Attorney Williams suggested a lease term through 2017 to get on the same cycle as other farming leases the City has in place.

Mayor Johnson-Ashburn asked if a motion was needed in order to start the process.

Mr. Williams replied no all that was needed was the consensus of Council to proceed which was acknowledged by Council.

City Manager's Report

Manager Martin did not have anything additional to report at this time.

COUNCIL/STAFF REPORTS ON BOARDS AND COMMISSIONS

Councilman Burgess reported on the Franklin's Present Meeting that was held on Tuesday, August 6, 2013. He stated there was a little resistance at this meeting between the City and the School representative committee members. He stated they would work through this as a team.

CLOSED SESSION

A motion was made by Vice-Mayor Cheatham that the Franklin City Council meet in closed session to discuss and consider appointments to boards and commissions and to discuss a prospective business or industry locating in the City of Franklin, where no previous announcements has been made of the business' or industry's interest in locating in the City, pursuant to Virginia Code Section 2.2-3711 (A) (1) and (5). The motion was seconded by Councilwoman Murphy and passed with a 6-0 vote (Councilman Blythe absent).

Motion Upon Returning to Open Session: A motion was made by Vice-Mayor Cheatham that the only matters discussed during the 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 Councilwoman Murphy and passed with a 6-0 vote (Councilman Blythe absent).

Action 1

A motion was made by Vice-Mayor Cheatham to appoint Clyde Parker, Welton Deshields, Jr., Tanya Hunter and Philip H. Page, Jr. to Department of Social Services Advisory Board vacancies. The motion was seconded by Councilwoman Hilliard. The motion designated that the terms for Mr. Parker and Mr. Deshields, Jr. would end on December 31, 2014 and that the terms for Ms. Hunter and Mr. Page would end on December 31, 2016.

The motion was approved with the vote as follows:

Mayor Johnson-Ashburn, AYE; Vice-Mayor Cheatham, AYE; Councilman McLemore, Dissenting; Councilman Burgess, Abstain; Councilwoman Hilliard, AYE; Councilwoman Murphy, AYE; (Councilman Blythe absent).

ADJOURNMENT

A motion was made by Vice-Mayor Cheatham to adjourn the City Council Meeting. The motion was seconded by Councilman McLemore and passed with a 6-0 vote (Councilman Blythe absent).

Mayor adjourned the City Council Meeting at 8:47 p.m.

PUBLIC HEARING

A. Virginia Department of Transportation Beautification Project (2nd Hearing)



TO: Honorable Mayor Johnson-Ashburn & City Council Members
FROM: R. Randy Martin 
RE: City Gateway Enhancement Project
DATE: August 21, 2013

The City Council held an advertised Public Hearing on April 8, 2013 to receive comments on the City's participation in the Virginia Department of Transportation (VDOT) Roadside Beautification Program in conjunction with the previously approved City Gateway Enhancement Project. A copy of the excerpt of the City Council Minutes for that meeting are enclosed as well as related background information included with the April 8th Agenda.

The Council approved the enclosed Resolution, as noted in the minutes, and left the Public Hearing open for an additional fourteen days in an attempt to comply with VDOT notification requirements. No additional public comments were received. The City has been awaiting VDOT approval of the City's request.

To expedite VDOT approval and be in strict compliance with VDOT requirements, a second Public Hearing has been advertised and scheduled for the August 26, 2013 meeting. VDOT has been notified well in advance of this second hearing in writing. This is expected to complete the City's actions for this program.

PUBLIC HEARING

CITY OF FRANKLIN, VIRGINIA

The Franklin City Council will convene a public hearing on Monday, August 26, 2013 at 7:00 P.M. at the regular city council meeting being held in the City Council Chambers at City Hall, 207 W. Second Avenue, Franklin, Virginia. The purpose of such meeting is to receive public comments regarding the City of Franklin requesting the Virginia Department of Transportation to approve a project for roadside beautification of the City of Franklin in conjunction with the City's Gateway Enhancement project. The Master Plan will be on public display in the Department of Community Development for review. City staff and project team members will be available to take public comments.

Donald Goodwin, CBO, CFM
Director of Community Development

Please run in the Tidewater News legals on Sunday, August 11, 2013.

PUBLIC HEARING

Virginia Department of Transportation Beautification Project

Amanda Jarratt introduced Proctor Harvey with Sage Enterprises from Lynchburg, Va. to give a Power Point Presentation on the Virginia Department of Transportation Beautification Project.

Mr. Harvey gave a review of this project; the Comprehensive Roadside Management Program is administered by the Virginia Department of Transportation and enables private businesses, civic organizations, communities, individuals and local governments an opportunity to improve the appearance and safety of the state maintained right-of-way or real property, by participating in the project development, establishment, and maintenance of landscaping activities within the state maintained right-of-way. In order to participate there are minimum contributions established by the Virginia Department of Transportation as follows:

- Noncontrolled access primary and secondary highways: \$7,500 contribution.
- Controlled access primary and secondary highways: \$8,500 contribution.
- Interchanges on controlled access primary and secondary highways: \$10,000 contribution.
- Interstate interchanges: \$20,000 contribution

The Comprehensive Roadside Management Program allows localities to leverage private dollars to fund landscaping improvements to publicly owned property. It also allows signage opportunities in locations that would not otherwise be allowed by VDOT. The only Highway 58 interchange that has received significant focus in terms of beautification from the City of Franklin is the interchange of Highway 58 and Armory Drive (Route 671). Participation in this program allows our community to leverage private dollars to beautify all the interchanges on 58 in or near the City and allows additional signage opportunities for businesses in our community. There is no cost to the City of Franklin for participation in this program and all of the costs for maintenance and planting are obtained through the private donations. This project is also effective in storm water control. Donations are for five year periods at which time they can be renewed if desired. Mr. Harvey provided other examples of Virginia cities that had great success in this program since it began. He noted that VDOT requires the community publicize it is considering the program to get public input before VDOT will authorize the program to begin locally. Mr. Harvey presented an aerial map depicting potential locations for garden spots throughout the City including the Highway 58 corridor.

Mayor Johnson-Ashburn opened the Public Hearing for comments at 8:07 p.m.

Amanda Jarratt, President of Franklin Southampton Economic Development, Inc. spoke in favor of this program which will allow continued efforts to beautify our City at no taxpayer cost and will benefit businesses to advertise their businesses in a way that otherwise would not be permitted.

Dan Howe, Director of Downtown Franklin Association; also spoke in favor of this project. He stated this program offers great promise; it doesn't cost our citizens to beautify our city and will make our City attractive for new businesses, visitors or new residents. Mr. Howe also stated it's a very positive action to be taken by our City.

Mayor Johnson-Ashburn asked if anyone else wished to speak on this matter. There being no one, Mayor Johnson-Ashburn closed the public hearing portion and requested Council discussion.

Councilman Burgess asked for a description of how the process is done to get businesses to participate.

Mr. Harvey answered typically; the process begins with development of a promotional book. The process usually takes about six months to get donations; sometimes participation in fundraisers or events is helpful in getting the information out to the community. Once you get a few gardens and signs installed, more will come.

Councilman Burgess asked who determines the contribution amount?

Mr. Harvey answered the minimum contribution amount is established by the State. The minimum donation is \$7500 if you want a sign on the site and there can be two donors per site to split the cost. The sign design and dimensions are also established.

Vice-Mayor Cheatham asked what determines which site is used and how these gardens are maintained?

Mr. Harvey responded the donor can pick his or her site. As far as keeping the sites up, sometimes the sponsor is a Landscaping Contractor who will donate their time in maintaining these gardens instead of donating a monetary figure.

Councilman Burgess asked do the businesses have the opportunity to donate man power instead of funds in order to have and maintain a garden?

Mr. Harvey stated the City would have to make that decision. He did caution that safety along the Highway 58 corridor and other affected right-of-ways would limit who the candidate for doing the work should be.

Mayor Johnson-Ashburn asked for any desired action from Council.

Manager Martin advised that the staff felt the City should take advantage of this opportunity and he highly recommended approval of this Resolution.

A motion was made by Vice-Mayor Cheatham to allow the public comment period to remain open for an additional fourteen days to meet VDOT requirements and to adopt the proposed Resolution. The motion was seconded by Councilman Burgess and passed with a 5-0 vote (Councilmen McLemore and Blythe absent).

Certificate of Publication

THE TIDEWATER NEWS
1000 Armory Drive
Franklin, Va. 23851

I, Steve Stewart, publisher of The Tidewater News, publishing in the City of Franklin, Southampton County, Virginia, and has General Circulation in Isle of Wight County, do hereby certify that the publication as attached was published in the said newspaper once a week for 2 successive week (s) in the manner prescribed by law, to-wit in its issues of:

3-24-13 +

3-31-13

Signed Michelle Gray
Publisher Tony Clark
By Michelle Gray
Dated 4-2-13

Sworn to and subscribed before me, in my presence, this 2nd day of April, 2013. A Virginia Notary Public. In and for the State at Large.

Loretta Lomax

My commission expires: January 31, 2017

PUBLIC HEARING
CITY OF FRANKLIN,
VIRGINIA

The Franklin City Council will convene a public hearing on Monday, April 8, 2013 at 7:00 P.M. at the regular city council meeting being held in the City Council Chambers at City Hall, 207 W. Second Avenue, Franklin, Virginia. The purpose of such meeting is to receive public comments regarding the City of Franklin requesting the Virginia Department of Transportation to approve a project for roadside beautification of the City of Franklin in conjunction with the City's Gateway Enhancement project. The Master Plan will be on public display in the Department of Community Development for review. City staff and project team members will be available to take public comments.

Donald Goodwin,
CBO, CFM
Director of Community Development



Loretta Lomax
Commonwealth of Virginia
Notary Public
Commission No. 7237388
My Commission Expires 1/31/2017



601 N. Mechanic Street ♦ Suite 300 ♦ Franklin, VA 23851 ♦ 757-562-1958
Fax 757-562-0486 ♦ www.franklinsouthamptonva.com

April 2, 2013

To: Franklin City Council

Copy to: R. Randy Martin, City Manager
H. Taylor Williams IV, City Attorney

From: Amanda C. Jarratt
President & CEO

Reference: VDOT Comprehensive Roadside Management Program

The Comprehensive Roadside Management Program (program) is administered by the Virginia Department of Transportation (department), and enables private businesses, civic organizations, communities, individuals and local governments an opportunity to improve the appearance and safety of the state maintained right-of-way or real property, by participating in the project development, establishment, and maintenance of landscaping activities within the state maintained right-of-way.

Signs acknowledging the name or logo, or both, of participating entities may be authorized for erection at the project site in accordance with 24 VAC 30-121-40. In order to participate there are minimum contributions established by the Virginia Department of Transportation as follows:

- Noncontrolled access primary and secondary highways: \$7,500 contribution.
- Controlled access primary and secondary highways: \$8,500 contribution.
- Interchanges on controlled access primary and secondary highways: \$10,000 contribution.
- Interstate interchanges: \$20,000 contribution.

The Comprehensive Roadside Management Program allows localities to leverage private dollars to fund landscaping improvements to publicly owned property. It also allows signage opportunities in locations that would not otherwise be allowed by VDOT. The signage specifications are set out in the Administrative Code of the Code of Virginia and are approved through the Virginia Department of Transportation.

The only interchange that has received significant focus from the City of Franklin is the interchange of Highway 58 and Armory Drive (Route 671). Through participation in this program we are hopeful that we can leverage private dollars to make significant improvements at the two additional interchanges in the City of Franklin.

Participation in this program allows our community to leverage private dollars to beautify our interchanges and allows additional signage opportunities for businesses in our community. There is no cost to the City of Franklin for participation in this program and all of the costs for maintenance and planting are obtained through the private donations. Participation in this program will contribute significantly to our ability market property along Highway 58 and our interchanges.

Recommended Action

Hold the required public hearing. Allow the public comment period to remain open for an additional 14 days. Adopt the attached resolution.

FRANKLIN, VIRGINIA

DATE: MARCH 2013

NTS

COMPREHENSIVE ROADSIDE MANAGEMENT PROGRAM PHASE I

 INDICATES ENLARGED VIEW OF
POTENTIAL GARDEN LOCATIONS

PHASE I STATISTICS:

- (12) POTENTIAL INTERSECTIONS/
INTERCHANGES
- (30) POTENTIAL GARDENS WITHIN
THESE IDENTIFIED AREAS





RESOLUTION

WHEREAS, the City of Franklin, in accordance with the Virginia Department of Transportation's *Comprehensive Roadside Management Plan*, requests the Commonwealth Transportation Board to establish a project for the roadside beautification of the City of Franklin, and

WHEREAS, the Virginia Department of Transportation (VDOT) requires a formal resolution from the local governing body, adopted subsequent to a public hearing during which the proposed landscaping activities are made available for review, and

WHEREAS, the City of Franklin will follow the General Rules and Regulations of the Commonwealth Transportation Board (Sections 24VAC 30-20-20, 24 VAC 30-20-80), and the Land Use Permit Manual (24 VAC30-150 et seq.), and

WHEREAS, the City of Franklin will apply for and anticipate approval for a Land Use Permit from VDOT, and

WHEREAS, The City of Franklin assumes full responsibility for maintenance of the presented program for highway beautification, and

BE IT FURTHER RESOLVED, that the City of Franklin hereby agrees to have available to VDOT the Corridor Master Plan at all times, will assume responsibility for maintenance of described project, and will comply by all rules and regulations detailed in VDOT's Comprehensive Roadside Management Program.

Adopted this 8th day of April, 2013, Virginia by the City Council of the City of Franklin, Virginia.

APPROVED:

ATTEST:

Mayor, _____

City Clerk

FINANCIAL

A. FY 2012-2013 Budget Amendments – Carryover to FY 2013-2014



August 20, 2013

To: Randy Martin
City Manager

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

Re: FY 2012-2013 Budget Carryover to FY2013-2014

Each year, the City carries forward appropriations from the prior fiscal year (FY2012-2013) of funds not spent which require re-appropriation of the funds to the current fiscal year (FY2013-2014). Carry forwards are essentially necessary for several reasons including the following:

1. Grants or other restricted revenue sources need to be re-appropriated for their specific purpose.
2. Purchase of goods or services are encumbered and ordered prior to the year end, but the actual goods or service is not received prior to June 30th; the funds do not exist in the new budget to cover the expenditure.
3. Ongoing construction projects cross over fiscal years, but the appropriation for the project is included in the prior year.
4. Expected expenditures for a planned initiative in the new fiscal year may exceed available budget and there are unspent funds in the prior year for the same purpose that can be re-appropriated to cover the expense.

The items included in **Budget Amendment Request #2014-03** are listed below and are grouped by the reasons as indicated above:

1. Grants or other restricted revenue sources that need to be re-appropriated.
 - a. Foundation Grant Funds - 220 \$ 36,962
 - b. Fire Training Grant-Burn Building – 209 \$199,532
 - c. Chowan River Basin Gauge Funds-100 \$ 13,950
 - d. Airport Fund – Grants – 504 \$371,398
 - e. School Fund – Federal Grants Carryover – 250 \$612,189
(See attached request from Dr. Belle)
 - f. School Fund – Medicaid Funds Carryover-250 \$192,034
2. Purchase of goods encumbered and ordered prior to the year end, but the goods are not expected to be received until FY 12-13:

NONE

3. Ongoing construction projects crossing the fiscal year end:
 - a. Sewer System Improvements - 501 \$534,231
 - b. Water Line Rehab – 501 \$193,386
 - c. School Construction Fund -251 \$ 55,036

4. Expected expenditures to exceed budgeted amounts
 - a. Inspections (Vehicle Repairs) – 100 \$ 988
 - b. Planning – Professional Services – 100 \$ 11,221
 - c. Public Works Streets- (Drainage) – 100 \$104,001
 - d. Public Works – Streets (Paving) – 100 \$437,458
 - d. Beautification (Gateway Enhancement) – 100 \$ 3,807
 - e. Registrar (Travel) – 100 \$ 400
 - f. Airport Fund – (Maintenance Services) – 504 \$ 6,380

If approved, the items earmarked Fund 100 will commit General Fund balance at June 30, 2013 in the amount of the approved carryover. The FY 2013-2014 budget will increase in all Funds as noted in the line items above.

The items included in **Budget Amendment Request #2014-04** are General Fund capital projects that remain unspent at June 30, 2013 from the New Money issuance.

REQUIRED ACTION FROM CITY COUNCIL

Amend the FY 2013-2014 City budget to reflect the re-appropriation of FY 2012-2013 carryover to the various funds as outlined in the attached amendment requests and appropriate the funds for spending.

BUDGET AMENDMENT 2014-03

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2013-2014 City Budget is hereby amended as follows:

		2013-2014	AMENDED	INCREASE
		BUDGET	BUDGET	(DECREASE)
100	<u>GENERAL FUND</u>			
	REVENUE			
41050-0004	Prior Year Budget Carryover	\$0	\$	\$557,875
41050-0100	Use of Restricted Fund Bal.	\$0	\$0	<u>13,950</u>
				571,825
	EXPENDITURES			
13100-5540	Registrar-Travel	550	950	400
34100-3310	Inspections – Repairs	600	1588	988
41200-8211	PW Streets- Drainage- CIP	120,000	224,001	104,001
41200-8333	PW Streets – Street Paving	400,000	837,458	437,458
81100-3160	Planning- Prof. Svcs.	10,000	21,221	11,221
81300-5856	Beautification- Gateways	3,500	7,307	3,807
31200-9002	EMS-River Gauge	\$0	13,950	<u>13,950</u>
	TOTAL			571,825
501	<u>WATER/SEWER</u>			
	REVENUE			
41050-0200	Prior Year Budget Carryover	\$0	<u>\$727,617</u>	<u>\$727,617</u>
	EXPENDITURES			
44112-8205	Water Line Rehab	\$215,996	409,382	\$193,386
44113-8246	Sewer System Improvements	<u>254,922</u>	<u>789,153</u>	<u>534,231</u>
	TOTAL			727,617
209	<u>FIRE TRAINING</u>			
	REVENUE			
41050-0100	Prior Year Budget Carryover	\$0	<u>199,532</u>	<u>\$199,532</u>
	EXPENDITURES			
32100-5304	Burn Building Grant	\$0	<u>199,532</u>	<u>\$199,532</u>
220	<u>FOUNDATION GRANTS</u>			
	REVENUE			
41050-0100	Prior Year Budget Carryover	\$0	\$36,961	\$36,961
	EXPENDITURES			
31100-5848	Camp Grant	\$0	\$5,096	\$5,096
32100-5604	Volunteer Incentive Program	0	652	652
32100-5848	Camp Foundation Grant	0	24,739	24,739
32100-8101	Thermal Imaging Cameras	0	409	409
32100-8117	Fire Prevention	0	1,000	1,000
32100-8600	Child Safety Seat	0	808	808

		2013-2014	AMENDED	INCREASE
		BUDGET	BUDGET	(DECREASE)
43200-8300	Hayden Study	0	3,199	3,199
71300-5848	Summer Youth Day Scholarships	0	1,058	1,058
	TOTAL		\$36,961	\$36,961
251	<u>SCHOOL CONSTRUCTION</u>			
	REVENUE			
41050-0200	Prior Year Budget Carryover	\$0	\$55,036	\$55,036
	EXPENDITURES			
61000-7210	Capital Expenditures	0	\$55,036	\$55,036
	TOTAL			\$55,036

251	<u>SCHOOL FUND</u>			
	REVENUE			
41050-0200	Prior Year Budget Carryover	\$0	\$804,223	\$804,223
	EXPENDITURES			
60000-0008	Title VIB Special Ed	\$0	\$78,847	\$78,847
60000-0015	Pre-School Grant	\$0	11,298	11,298
60000-0021	VA Medical Asst. Program	\$75,000	267,034	192,034
60000-0071	NCLB Title I	\$0	206,453	206,453
60000-0061	Title I-1003A	\$0	78,146	78,146
60000-0062	Title I-1003G	\$0	109,082	109,082
60000-0072	NCLB Title II	\$0	\$2,073	2,073
60000-0053	21 st Century Learning Grant	\$0	126,290	\$126,290
	TOTAL			804,223

504	<u>AIRPORT FUND</u>			
	REVENUE			
41050-0200	Carryover from Prior Year	\$0	6,380	6,380
41050-0200	Prior Year local match	\$0	\$7,427	\$7,428
41050-0421	Airport Improvements – State	\$0	11,142	11,142
41050-0420	Airport Improvements – Federal	\$0	352,828	352,828
				377,778
	EXPENDITURES			
20020-8424	Land Acquisition Services	0	296,263	296,263
20020-8429	Runway Lighting	0	20,141	20,141
20020-8430	Design Taxiway	0	54,993	54,994
20010-3317	Maintenance – Other	10,495	16,875	6,380
	TOTAL			377,778

**To carry forward unspent appropriations for specific grants, the completion of ongoing projects, and to supplement additional expenditures anticipated in the FY13-14 budget.*

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

Clerk to the City Council

BUDGET AMENDMENT 2014-04

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

<u>REVENUE</u>	<u>GENERAL FUND</u>	2012-2013 Budget	Amended Budget	Increase (Decrease)
100 41050	100 Use of Restricted Fund Balance	\$ -	\$ 1,052,725	\$ 1,052,725
TOTAL REVENUE				<u>\$ 1,052,725</u>
<u>EXPENSES</u>	<u>GENERAL FUND</u>			
100 12560	8113 Computer Software Upgrade	\$ -	\$ 185,000	\$ 185,000
100 41200	8150 Capital Outlaly- Equipment-Street Sweeper	\$ -	\$ 875	\$ 875
100 41200	8150 Capital Outlaly- Equipment-Tire Excavator	\$ -	\$ 175,000	\$ 175,000
100 42300	8199 Capital Outlay - Equipment-Garbage Truck	\$ -	\$ 185,000	\$ 185,000
100 43200	8400 Building Maintenance Capital -Roof Repairs	\$ -	\$ 364,600	\$ 364,600
100 43600	8400 Building Maintenance-City Hall AC Unit	\$ -	\$ 15,000	\$ 15,000
100 31100	8105 Motor Vehicles - Police	\$ -	\$ 127,250	\$ 127,250
TOTAL EXPENSES				<u>\$ 1,052,725</u>

**To carry forward unspent appropriations for the completion of ongoing projects in the FY13-14 budget.*

*Certified copy of resolution adopted by
Franklin City Council*

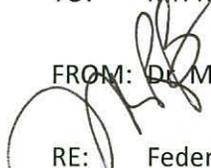
Clerk to the City Council



FRANKLIN CITY PUBLIC SCHOOLS

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

TO: Mr. Randy Martin, City Manger

FROM:  Dr. Michelle Belle, Superintendent

RE: Federal Carryover Budget Amendment

DATE: August 7, 2013

On behalf of the Franklin City Public Schools, I am requesting permission to carryover federal appropriation balances in the following amounts:

Grant	Amount
Title I, Part A - 2011-2012	\$ 117.50
Title I, Part A - 2012-2013	206,335.75
Title I, Part A - School Improvement	78,146.00
Title II, Part A	2,072.61
ARRA 1003G	48,647.49
1003G	60,434.90
21st Century	126,290.17
Title VIB - 2012-2013	78,846.64
Preschool - 2012-2013	11,297.71
Total	\$ 612,188.77

As always, my staff and I are available if you have any questions.

cc: Melissa Rollins, Franklin City Finance Director
Rachel Yates, Supervisor of Finance – FCPS

OLD/NEW BUSINESS

A. City Manager's Report

COUNCIL/STAFF REPORTS ON BOARDS AND COMMISSIONS