



**Franklin City Council Agenda  
July 10, 2023  
Council Chambers  
207 West Second Avenue  
Franklin, Virginia 23851**

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

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

**1. CONSENT AGENDA:**

- A. Approval of June 12, 2023 revised minutes and June 26, 2023 minutes
- B. National Parks and Recreation Month Resolution 2023-20
- C. National Parks and Recreation Professional's Day Resolution 2023-21

**2. FINANCIAL MATTERS**

- A. Budget Amendment 2023-22
- B. Budget Amendment 2024-01

**3. OLD/ NEW BUSINESS:**

- A. Armory Demolition and Construction Update
- B. City Manager's Report

**4. COUNCIL/STAFF REPORTS ON BOARDS/COMMISSIONS**

**5. CLOSED SESSION**

I move that the City of Franklin, Virginia City Council adjourn into a closed meeting pursuant to Virginia Code Section 2.2-3711-A-1, 1. discussion of appointments to boards and commissions, and discussion of performance of employees of the public body to discuss the following subject or subjects:, Industrial Development Authority, HRPDC Community Advisory Committee, Community Services Board, Blackwater Regional Library Board, Southview Cemetery Advisory Committee, Historic Preservation Commission, Beautification Commission, Franklin Redevelopment and Housing Authority.

**Motion Upon Returning to Open Session**- I move that the City of Franklin, Virginia City Council certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting held on July 10, 2023, meeting were heard, discussed or considered by the City of Franklin, Virginia City Council; and (ii) no action was taken in closed meeting regarding the items discussed.

**6. ADJOURNMENT**

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# Regular City Council Meeting Minutes June 12, 2023 (Amended)

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## Call to order

The Franklin City Council held a regular City Council meeting on June 12, 2023 at 7:00 p.m. in the City Council Chambers located at 207 West Second Avenue, Franklin, Virginia 23851.

Council Members in Attendance: Robert “Bobby” Cutchins, Mayor; Wynndolyn Copeland, Vice-Mayor; Councilman Linwood Johnson (7:06 P.M.); Councilwoman Jessica Banks; Councilman Mark Kitchen; Councilman Ray Smith; Councilman Gregory McLemore.

Council Members not in Attendance:

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

Other Staff in Attendance: Steve Patterson, Chief of Police; Vernie Francis; Chief of EMS; Carlee Gurskiy, Director of Community Development; Zach Wright, Director of Power & Light; Chad Edwards, Director of Public Works; Matthew Jezierski, Director of IT; Sarah Rexrode, Director of Social Services; Rachel Trollinger, Director of Finance.

## Citizen’s Time

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

## Amendments to Agenda

**No amendments to agenda.**

## Consent Agenda:

- A. Approval of May 22, 2023 and June 5, 2023 Meeting Minutes

Mayor Bobby Cutchins asked if there were any corrections or additions for the May 22, 2023 meeting minutes. Mayor Bobby Cutchins entertained a motion to approve the May 22, 2023 meeting minutes as presented. Councilman Mark Kitchen made a motion to approve the May 22, 2023 meeting minutes with a second from Councilwoman Jessica Banks.

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

**The vote was as follows:**

<b>Councilman Linwood Johnson</b>	<b>Absent</b>
<b>Councilman Mark Kitchen</b>	<b>Aye</b>
<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>

- Mayor Bobby Cutchins** **Aye**
- Councilman Ray Smith** **Aye**
- Councilman Gregory McLemore** **Aye**

Mayor Bobby Cutchins affirmed the motion carried.

**June 5, 2023 meeting minutes were not voted on, will be placed on next agenda.**

**B. Introduction of New Employees**

City Manager Amanda Jarratt called Ms. Carlee Gurskiy to come forward and introduce Community Developments new employees. Ms. Gurskiy introduced Ms. Eli Walker, Environmental Specialist, and Mr. Scott Miller, Deputy Code Official.

**C. STAR Performer**

City Manager Amanda Jarratt called Ms. Sarah Rexrode, Director of Social Services to come forward and present the STAR Performer. Ms. Rexrode stated that Ms. Rene Yarbrough was nominated as a STAR Performer by a colleague. Ms. Yarbrough is a tremendous asset for the agency, she is professional, very approachable, and down-to-earth for both DSS and the clients they serve. Ms. Yarbrough is patient and takes the time to find out what the clients need assistance with.

City Council thanked Ms. Yarbrough for her hard work and dedication.

**Financial Matters:**

**A. Budget Amendment #2023-20**

City Manager Amanda Jarratt called Ms. Rachel Trollinger, Director of Finance to come forward and present the Budget Amendment #2023-20. Ms. Trollinger stated be it resolved by the Council of the City of Franklin, Virginia that the 2022-2023 City Budget is hereby amended to

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

#1	2022-2023 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)	#2 250 SCHOOL OPERATIONS			
<b>100 GENERAL FUND</b>				<b>REVENUE</b>			
<b>EXPENDITURES</b>				250-3-33010-0234			
100-4-31100-1101 Salaries and Wages - Regular	\$ 1,475,164	\$ 1,415,164	\$ (60,000)	Race to GED Grant	\$ 4,000	\$ 4,137	\$ 137
100-4-31100-1200 Salaries and Wages - Overtime	\$ 364,000	\$ 424,000	\$ 60,000	250-3-33010-0249 Continuing Education	\$ 97,471	\$ 127,471	\$ 30,000
100-4-31100-1300 Salaries and Wages - Part Time	\$ 65,236	\$ 39,236	\$ (26,000)	250-3-33010-0219 RIPE Grant	\$ 75,000	\$ 110,000	\$ 35,000
100-4-31100-6010 Police Supplies	\$ 64,481	\$ 90,481	\$ 26,000	250-3-33010-0273 NCLB Grant - Title III Part A	\$ 4,322	\$ 6,350	\$ 2,028
100-4-31130-1101 Salaries and Wages - Regular	\$ 391,831	\$ 275,831	\$ (116,000)				<u>\$ 67,165</u>
100-4-31130-1200 Salaries and Wages - Overtime	\$ 45,000	\$ 161,000	\$ 116,000	<b>EXPENDITURES</b>			
		<u>\$</u>	<u>\$</u>	250-4-60000-0234			
				Race to GED Grant	\$ 4,000	\$ 4,137	\$ 137
				250-4-60000-0249			
				Continuing Education	\$ 97,471	\$ 127,471	\$ 30,000
				250-4-60000-0019			
				RIPE Grant	\$ 75,000	\$ 110,000	\$ 35,000
				250-4-60000-0073			
				NCLB Grant - Title III Part A	\$ 4,322	\$ 6,350	\$ 2,028
							<u>\$ 67,165</u>

				<b>#3</b>	
<b>100 GENERAL FUND</b>					
<b>REVENUE</b>					
100-3-18990-3016	Donations-Tourism	\$	-	\$	250
100-3-18990-3040	Donations-Fireworks	\$	-	\$	4,100
100-3-18990-3041	Donations-Police	\$	-	\$	725
					<u>\$ 5,075</u>
<b>EXPENDITURES</b>					
100-4-81600-5892	Festival and Events	\$	3,000	\$	3,250
100-4-81600-6017	Independence Day Celebration	\$	2,000	\$	6,100
100-4-31100-7300	National Night Out	\$	3,818	\$	4,543
					<u>\$ 5,075</u>

Mayor Bobby Cutchins entertained a motion to approve Budget Amendment 2023-20. Councilman Linwood Johnson made a motion to approve Budget Amendment 2023-20 with a second from Councilman Mark Kitchen.

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

**The vote was as follows:**

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

Mayor Bobby Cutchins affirmed the motion carried.

**Old/New Business:**

**A. Franklin City School Board Ward 1 and Ward 3 Appointment**

City Manager Amanda Jarratt stated that the terms for the Ward 1 and Ward 3 seats on the City of Franklin School Board are scheduled to end on June 30, 2023. The public notice was properly run in the Tidewater News and the public hearing was conducted on May 22<sup>nd</sup>. Interviews with four candidates were conducted on June 5, 2023. An individual must be nominated during the public hearing in order to be considered for a position on the Franklin City School Board. There would be two separate motions, one for Ward 1 and one for Ward 3 if Council chooses to do so.

Councilman Gregory McLemore made a motion to appoint Ms. Audrey Lee to Ward 1 with a second from Councilwoman Jessica Banks

**The motion failed the vote 5-2**

**The vote was as follows:**

- Councilman Linwood Johnson** **Nay**

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

Mayor Bobby Cutchins affirmed the motion did not carry.

Councilman Mark Kitchen made a motion to reappoint Mr. Robert Holt to Ward 1 with a second from Councilman Ray Smith.

**The motion carried the vote 5-2**

**The vote was as follows:**

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

Mayor Bobby Cutchins affirmed the motion carried.

Councilman Gregory McLemore made a motion to appoint Ms. Lachanda Parker to Ward 3 with a second from Vice-Mayor Wynndolyn Copeland.

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

**The vote was as follows:**

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

**Councilman Ray Smith** **Aye**

**Councilman Gregory McLemore** **Aye**

Mayor Bobby Cutchins affirmed the motion carried.

Council thanked everyone who was nominated and congratulated those who were appointed.

#### B. Juneteenth Update

City Manager Amanda Jarratt stated that Councilman Gregory McLemore will present the update on Juneteenth aka Virginia Mardi Gras. Councilman Gregory McLemore stated that it is scheduled for June 17<sup>th</sup>-19<sup>th</sup>, there will be lots of activities for everyone.

Mayor Bobby Cutchins asked when opening remarks will be. Councilman McLemore stated that will take place at Bon Secours during the wreath laying.

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

#### C. City Manager's Report

City Manager Amanda Jarratt stated that notice was sent out on social media today, there is a delay in the mailing of the utility bills, and the due date has been extended to June 29<sup>th</sup>. Isle of Wight County gave update on the lawsuit and the payback, initially it was stated that it would be over a four year period, the Board of Supervisors agreed to do a five year period. The Literary Loan was approved and the process to begin the closing is under way. The Franklin Police Department has partnered with local businesses to provide free painting of catalytic converters for residents of the City of Franklin. Painting them bright colors creates a visible deterrent against theft and alerts recyclers of possible theft.

#### General Updates

- Staff continues to work on the various capital projects approved by City Council.
  - The staff committee for the Armory Project consists of Chad Edwards, Sammara Green, and Lin Darden. Carlee Gurskiy will also be involved. Camp Community College and other community partners will offer feedback throughout the design process. Staff has now participated in three webinars with HUD about our grant award.
  - The staff committee for the courthouse renovation project will consist of Chief Steve Patterson, Chad Edwards, and Lin Darden. The judges, Clerk of Court, and Sherriff's Department in addition to other stakeholders will be consulted throughout the design process. Questionnaires are being completed by various stakeholders.
  - The staff committee met regarding Riverkwalk Park.
    - The kayak design is underway. Survey is complete for the kayak launch additional area. We will incorporate this into the site plans.
    - Kayaks launch design underway.
    - Flood study (no-rise study) underway. Not all bridge crossings requested from City are available. Awaiting completion of kayak launch to update.
    - At the moment we're currently awaiting the final site plan and kayak launch design before we can move forward with the Joint Permit Application for the VMRC and Corps permits. Once we have the final design in hand, we can prepare the required impacts mapping and update details relating to the VMRC

component of the application. It should take us around 2 weeks to finalize the application after the plans are received.

- With the ongoing lag in Corps review timeframes, I believe we're likely looking at anywhere from 60-90 days to obtain the permits following submittal.
- Staff continues to work with DHCD and Summit Engineering on the Laurel Street CDBG Grant. Client intake and income verifications have begun.
- Staff continues to meet with regional partners to discuss next steps on the regional radio system as well as violence and crime prevention.
- Attached is a flyer regarding a new program targeted at reducing thefts of catalytic converters.
- Staff continues to work with Court Services and out other locality partners for both short and long term solutions to the juvenile detention situation.
- The Literary Loan process continues with Franklin City Public Schools. A new contractor has been selected to assist the schools. The project estimates originally provided are not accurate and the project is estimated to cost an additional \$3million. We are working with the school system to phase the project and Davenport to develop a plan of finance. The Literary Loan was approved and we are working with our partners to complete the process.
- City Council held a retreat on March 2<sup>nd</sup>. The following topics were discussed and will be worked on by staff:
  - Food Trucks
    - A draft of updated regulations is being drafted by staff for review by the Planning Commission and Franklin City Council. An initial draft is schedule
  - Increased Code Enforcement
    - Staff is working on a demolition plan for the posted unsafe structures. We are putting a plan in place to prepare for high grass season. We are working with legal to draft updated ordinances for parking and vehicles.
  - Communication with Franklin City Public Schools
    - We held a joint meeting with Franklin City Public Schools on March 30<sup>th</sup>. Additional meetings are being scheduled to maintain communication.
  - Increased focus and investment in Public Safety
    - Additional positions are included in the FY24 budget. The updated radio system project is moving to Phase 2.
  - Historic District
    - Staff is reviewing the ordinance that is in place and providing a list of the individuals that need to be appoint. Staff is waiting on appointments from Franklin City Council.
  - Youth
    - Working on updated youth programming and additional partnerships.
    - The Virginia Foundation of Healthy Youth awarded the City of Franklin a grant to replace the antiquated equipment at the College Drive Park. The park will be built by City Employees on July 10<sup>th</sup>. There was no local match.
  - Special Tax Districts
    - Under discussion and research ongoing.
  - Camp Community College Partnerships
    - Under discussion.
  - Improved Communication with the Public through various means
    - A review of the PEG Channel and necessary equipment purchases are underway. Staff is working to update City Clips. Staff is researching other best practices. An Instagram page has been created.



Upcoming Community Events

- Every Wednesday Franklin Cruise In
- June 15<sup>th</sup> Third Thursday Concert Series Kick Off
- June 17<sup>th</sup>-19<sup>th</sup> – Juneteenth Cultural Festival aka Virginia Mardi Gras
- June 28<sup>th</sup> – Independence Day Celebration
- June 29<sup>th</sup> – Mayor Cup Blood Drive
- October 3<sup>rd</sup> – National Night Out
- December 1<sup>st</sup> – Holiday Parade
- December 2<sup>nd</sup> – Elf Parade & Holiday Market

Council/Staff Reports on Boards/Commissions:

**No reports at this time.**

Adjournment

Vice-Mayor Wynndolyn Copeland made a motion to adjourn the June 12, 2023 City Council meeting with a second from Councilman Gregory McLemore.

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

**The vote was as follows:**

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

Mayor Bobby Cutchins stated the meeting stands adjourned.

The June 12, 2023 City Council meeting was adjourned at 7:23 P.M.

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Mayor

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Clerk to City Council

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# Regular City Council Meeting Minutes June 26, 2023

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## Call to order

The Franklin City Council held a regular City Council meeting on June 26, 2023 at 7:00 p.m. in the City Council Chambers located at 207 West Second Avenue, Franklin, Virginia 23851.

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

Council Members not in Attendance:

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

Other Staff in Attendance: Steve Patterson, Chief of Police; Carlee Gurskiy, Director of Community Development; Zach Wright, Director of Power & Light; Chad Edwards, Director of Public Works; Matthew Jezierski, Director of IT; Rachel Trollinger, Director of Finance; Camara Jacobs, Director of Human Resources; Selenia Boone, Commissioner of the Revenue; Dinah Babb, Treasurer.

## Citizen’s Time

**Sheriff Josh Wyche, Sr. of Southampton County**, addressed Council to notify them that Sheriff Wyche will be seeking reelection. Sheriff Wyche is looking forward to the continued success of working together.

## Amendments to Agenda

**No amendments to agenda.**

## Consent Agenda:

- A. Approval of June 5, 2023 and June 12, 2023 Meeting Minutes

Mayor Bobby Cutchins asked if there were any corrections or additions for the June 5, 2023 meeting minutes. Mayor Bobby Cutchins entertained a motion to approve the June 5, 2023 meeting minutes as presented. Councilman Mark Kitchen made a motion to approve the June 5, 2023 meeting minutes with a second from Councilman Linwood Johnson.

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

**The vote was as follows:**

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





1. Reallocate appropriations within the General Fund for year-end spending;
2. Recognize Mallinckrodt Opioid Settlement Funds received and appropriate for use;
3. Recognize the Virginia Board of Education release of the Literary Fund loans for the Franklin High School and S.P. Morton Elementary schools roof projects and appropriate for use; and
4. Recognize additional State funding for schools and appropriate for use.

	2022-2023 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)				
<b>100 GENERAL FUND #1</b>				<b>250 SCHOOL OPERATIONS #4</b>			
<b>EXPENDITURES</b>				<b>REVENUE</b>			
100-4-94100-1101 Salaries and Wages - Regular	\$ 207,163	\$ 117,163	\$ (90,000)	250-3-24000-0201 State Sales Tax	\$ 1,693,629	\$ 2,084,229	\$ 390,600
100-4-94100-2100 FICA	\$ 15,948	\$ 9,948	\$ (6,000)	250-3-24000-0202 State School Basic Aid	\$ 9,734,645	\$ 9,524,870	\$ (209,775)
100-4-94100-2210 Retirement - VRS	\$ 27,905	\$ 17,717	\$ (10,188)	250-3-24000-0230 VA Preschool Initiative Program	\$ 331,548	\$ 284,769	\$ (46,779)
100-4-94100-2300 Hospitalization/Medical Plans	\$ 35,747	\$ 16,747	\$ (19,000)				
100-4-94100-2310 Health Savings Plan	\$ 600	\$ 650	\$ 50				
100-4-94100-3190 Professional Services	\$ -	\$ 125,138	\$ 125,138				
			\$ -				\$ 134,046
<b>100 GENERAL FUND #2</b>				<b>EXPENDITURES</b>			
<b>REVENUE</b>				250-4-60000-0011 Technology	\$ 1,023,134	\$ 1,163,180	\$ 134,046
100-9-18990-9014 Opioid Settlement Funds	\$ 22,723	\$ 23,550	\$ 827				\$ 134,046
			\$ 827	<b>252 SCHOOL CAFETERIA FUND</b>			
<b>EXPENDITURES</b>				<b>REVENUE</b>			
100-4-91200-5871 Opioid Settlement Funds	\$ 22,723	\$ 23,550	\$ 827	252-3-24000-1000 State School Food Match	\$ 15,593	\$ 30,762	\$ 15,169
			\$ 827				\$ 15,169
<b>100 GENERAL FUND #3</b>				<b>EXPENDITURES</b>			
<b>REVENUE</b>				252-4-62000-2000 Food Costs	\$ 313,745	\$ 328,914	\$ 15,169
100-3-41040-0002 Loans from Literary Fund	\$ -	\$ 2,000,000	\$ 2,000,000				\$ 15,169
			\$ 2,000,000	<b>254 SCHOOL TEXTBOOK FUND</b>			
<b>EXPENDITURES</b>				<b>REVENUE</b>			
100-4-93100-6261 Transfer to School Capital Project	\$ -	\$ 2,000,000	\$ 2,000,000	254-3-41050-0250 Transfer from School Fund	\$ 70,992	\$ 91,368	\$ 20,376
			\$ 2,000,000				\$ 20,376
<b>251 EDUCATION CAPITAL</b>				<b>EXPENDITURES</b>			
<b>REVENUE</b>				254-4-61000-7254 Instruction-Textbooks	\$ 71,007	\$ 91,383	\$ 20,376
251-9-41050-0100 Transfer from General Fund	\$ -	\$ 2,000,000	\$ 2,000,000				\$ 20,376
			\$ 2,000,000				
<b>EXPENDITURES</b>							
251-4-61000-7205 SPM Roof Project	\$ -	\$ 1,000,000	\$ 1,000,000				
251-4-61000-7501 HHS Roof Project	\$ -	\$ 1,000,000	\$ 1,000,000				
			\$ 2,000,000				

Mayor Bobby Cutchins entertained a motion to approve Budget Amendment 2023-21. Councilman Linwood Johnson made a motion to approve Budget Amendment 2023-21 with a second from Councilman Mark Kitchen.

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

**The vote was as follows:**

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

Mayor Bobby Cutchins affirmed the motion carried.

### Council Voting Report

			Budget Amendment 2023-21
First Name	Last Name	Keypad	3
Mark	Kitchen	1	Yes
Ray	Smith	2	Yes
Gregory	McLemore	3	Yes
Linwood	Johnson	4	Yes
Wyndolyn	Copeland	5	Yes
Jessica	Banks	6	Yes
Bobby	Cutchins	7	Yes
<b>Total 1 = Yes</b>			<b>7</b>
<b>Total 2 = No</b>			
<b>Total 3 = Abstain</b>			<b>0</b>
<b>Total Voters</b>			<b>7</b>
<b>Total Yes + No</b>			<b>7</b>
<b>% Yes</b>			<b>100.00%</b>
<b>% No</b>			<b>0.00%</b>
<b>% Abstain</b>			<b>0.00%</b>
<b>Pass Threshold</b>			<b>50.00%</b>
<b>Pass/Fail</b>			<b>Pass</b>

Councilman Gregory McLemore asked the Mayor if he would go back for the meeting minutes, he found an error in the June 12, 2023 agenda meeting minutes. When Council voted it was stated that Councilman McLemore was “Absent.” Mayor sought guidance from legal counsel.

City Attorney notified Council that a motion can be made to reconsider the matter of going back to the vote on the meeting minutes.

Councilman Linwood Johnson made a motion to make an amendment to correct the error on Councilman Gregory McLemore’s attendance.

City Manager Amanda Jarratt stated that the video will be reviewed to see if it was a typo or if the Councilman stepped out during the vote. Councilman Linwood Johnson withdrew the motion.

**Old/New Business:**

A. Literary Loan Public Hearing

Mayor Bobby Cutchins opened the Public Hearing.

Mayor Bobby Cutchins called for public comment three times

**No citizens spoke at this time.**

Mayor Bobby Cutchins closed the Public Hearing.

a. Adoption of Resolution 2023-19

Mayor Bobby Cutchins entertained a motion to adopt Resolution 2023-19. Councilman Mark Kitchen made a motion to adopt Resolution 2023-19 with a second from Councilman Linwood Johnson.

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

**The vote was as follows:**

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

Mayor Bobby Cutchins affirmed the motion carried.

**Council Voting Report**

			Adoption of Resolution #2023-19
First Name	Last Name	Keypad	4
Mark	Kitchen	1	Yes
Ray	Smith	2	Yes
Gregory	McLemore	3	Yes
Linwood	Johnson	4	Yes
Wynndolyn	Copeland	5	Yes
Jessica	Banks	6	Yes
Bobby	Cutchins	7	Yes
<b>Total 1 = Yes</b>			<b>7</b>
<b>Total 2 = No</b>			
<b>Total 3 = Abstain</b>			<b>0</b>
<b>Total Voters</b>			<b>7</b>
<b>Total Yes + No</b>			<b>7</b>
<b>% Yes</b>			<b>100.00%</b>
<b>% No</b>			<b>0.00%</b>
<b>% Abstain</b>			<b>0.00%</b>

Pass Threshold	50.00%
Pass/Fail	Pass

## B. City Manager's Report

City Manager Amanda Jarratt stated as Council knows, this Literary Loan is a long process. It has been awhile since the State has issued a Literary Loan. We are hopeful that the schedule will remain on schedule and the weather will permit that schedule. We are in the process of the final stage of the RFP issuance for the Juvenile Detention discussion. Jamie Weist will be here at the next meeting to give updates on the HUD grant process. The College Drive Park playground build day is approaching and we still have slots available for volunteers to help with that.

### General Updates

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  - The staff committee for the Armory Project consists of Chad Edwards, Sammara Green, and Lin Darden. Carlee Gurskiy will also be involved. Camp Community College and other community partners will offer feedback throughout the design process. Staff has now participated in three webinars with HUD about our grant award. Kimley Horne has been hired to navigate the HUD Grant process and will give an update at an upcoming meeting.
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    - Under discussion and research ongoing.
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    - Under discussion.
  - Improved Communication with the Public through various means
    - A review of the PEG Channel and necessary equipment purchases are underway. Staff is working to update City Clips. Staff is researching other best practices. An Instagram page has been created.

### Upcoming Community Events

- Every Wednesday Franklin Cruise In
- June 28<sup>th</sup> – Independence Day Celebration
- June 29<sup>th</sup> – Mayor Cup Blood Drive
- July 20<sup>th</sup> – Third Thursday Concert Series
- October 3<sup>rd</sup> – National Night Out
- October 21<sup>st</sup> – Trick or Trot 5k Run



Gregory	McLemore	3	Yes
Linwood	Johnson	4	Yes
Wyndolyn	Copeland	5	Yes
Jessica	Banks	6	Yes
Bobby	Cutchins	7	Yes
<b>Total 1 = Yes</b>		<b>7</b>	
<b>Total 2 = No</b>			
<b>Total 3 = Abstain</b>		<b>0</b>	
<b>Total Voters</b>		<b>7</b>	
<b>Total Yes + No</b>		<b>7</b>	
<b>% Yes</b>		<b>100.00%</b>	
<b>% No</b>		<b>0.00%</b>	
<b>% Abstain</b>		<b>0.00%</b>	
<b>Pass Threshold</b>		<b>50.00%</b>	
<b>Pass/Fail</b>			<b>Pass</b>

The June 26, 2023 City Council meeting was adjourned at 7:30 P.M.

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Mayor

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Clerk to City Council



Parks & Recreation Month  
Resolution #2023-20

WHEREAS, Parks and Recreation is an integral part of communities throughout this country, including the City of Franklin, Virginia; and

WHEREAS, Parks and Recreation promotes health and wellness, improving the physical and mental health of people who live near parks; and

WHEREAS, Parks and Recreation promotes time spent in nature, which positively impacts mental health by increasing cognitive performance and well-being, and alleviating illnesses such as depression, attention deficit disorders, and Alzheimer's; and

WHEREAS, Parks and Recreation encourages physical activities by providing space for popular sports, hiking trails, swimming pools and many other activities designed to promote active lifestyles; and

WHEREAS, Parks and Recreation is a leading provider of health meals, nutrition services and education; and

WHEREAS, Parks and Recreation programming and education activities, such as out-of-school time programming, youth sports and environmental education, are critical to childhood development; and

WHEREAS, Parks and Recreation increases a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS, Parks and Recreation is fundamental to the environment well-being of our community; and

WHEREAS, Parks and Recreation is essential and adaptable infrastructure that makes our communities resilient in the face of natural disasters and climate change; and

WHEREAS, our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS, the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS, The City of Franklin, Virginia recognizes the benefits derived from Parks and Recreation resources.

NOW, THEREFORE, BE IT RESOLVED, the City Council does hereby recognize July as Parks and Recreation Month, in the City of Franklin, Virginia.

Signed this 10<sup>th</sup> day of July, 2023.

---

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



Parks & Recreation Professional's Day  
Resolution #2023-21

WHEREAS, the City of Franklin City Council recognizes that the Parks and Recreation field is a diverse and comprehensive system that improves personal, social, environmental and economic health; and

WHEREAS, the City Council recognizes the importance and benefits of Park and Recreation services that enrich the lives of its citizens, and help make this community a desirable place to live, work and visit; and

WHEREAS, the City Council supports the skilled work of Park and Recreation professionals to strengthen community cohesion and resiliency, connect people with nature and each other, and provide and promote opportunities for healthful living, social equity and environmental sustainability; and

WHEREAS, the City Council values the essential services that Park and Recreation professionals and volunteers perform to provide recreational and developmental enrichment for our children, youth, adults, and older adults; and to ensure our parks and recreation spaces are clean, safe, inclusive, welcoming and ready to use.

NOW, THEREFORE, BE IT RESOLVED, the City Council does hereby proclaim July 21, 2023, as "Parks and Recreation Professional's Day" in the City of Franklin, Virginia.

Signed this 10<sup>th</sup> day of July, 2023.

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

## BUDGET AMENDMENT 2023-22

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

*1. reallocate appropriations within the General Fund for year-end spending.*

		<u>2022-2023</u>	<u>AMENDED</u>	<u>INCREASE</u>
		<u>BUDGET</u>	<u>BUDGET</u>	<u>(DECREASE)</u>
	<b>#1</b>			
	<b>100 GENERAL FUND</b>			
	<b>EXPENDITURES</b>			
100-4-32100-1101	Salaries and Wages Regular	\$ 2,985,420	\$ 2,709,010	\$ (276,410)
100-4-32100-1250	Salaries and Wages Holiday	141,617	123,768	(17,849)
100-4-32100-1300	Salaries and Wages Part Time	91,480	50,609	(40,871)
100-4-32100-2810	Education & Uniforms Allowance	19,800	13,920	(5,880)
100-4-32100-3160	Professional Services	1,500	1,168	(332)
100-4-32100-3190	Contractual Services	62,500	37,521	(24,979)
100-4-32100-3310	Repairs & Maint Motor Vehicles	56,000	47,362	(8,638)
100-4-32100-3500	Printing & Binding	300	198	(102)
100-4-32100-5110	Utilities- Electrical Service	38,500	33,584	(4,916)
100-4-32100-5130	Utilites - Water & Sewer	2,700	2,453	(247)
100-4-32100-6004	Supplies Medical & Lab	17,000	15,446	(1,554)
100-4-32100-6008	Vehicle Supplies Fuel	43,000	39,663	(3,337)
100-4-32100-1200	Salaries and Wages Overtime	624,860	921,542	296,682
100-4-32100-2100	FICA	274,487	279,786	5,299
100-4-32100-2213	Line of Duty Act	53,000	53,865	865
100-4-32100-6012	Books & Subscriptions	13,750	29,157	15,407
100-4-32100-8723	Fire Turnout Gear	25,000	41,777	16,777
100-4-32100-2310	Health Savings Plan	1,200	1,300	100
100-4-32100-5540	Education Expenses	11,080	16,960	5,880
100-4-32100-3133	Contract Services IT	1,000	1,332	332
100-4-32100-8730	Vehicles	35,000	58,783	23,783
100-4-32100-8724	Fire Communication Equipment	5,000	6,196	1,196
100-4-32100-3317	Repairs - Other	500	7,368	6,868
100-4-32100-8107	Computer Equipment	4,000	5,771	1,771
100-4-32100-3600	Advertising	750	852	102
100-4-32100-5135	Utilites Hunterdale Fire	14,000	16,146	2,146
100-4-32100-8102	Office Furniture & Equipment	1,000	3,770	2,770
100-4-32100-5120	Utilities	1,200	1,447	247
100-4-32100-8115	Rescue Equipment	17,950	19,021	1,071
100-4-32100-6005	Housekeeping & Janitorial Supplies	750	758	8
100-4-32100-5604	Support of Volunteer Fire Department	500	788	288
100-4-32100-6007	Repairs & Maintenance Supplies	1,000	1,187	187
100-4-32100-8400	Capital Outlay	136,866	139,656	2,790
100-4-32100-8103	Communication Equipment	-	547	547
				<u>\$ 0</u>

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

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*Clerk to the City Council*

## BUDGET AMENDMENT 2024-01

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

1. *appropriate Electric Fund unrestricted net position funds for the purchase of transformers related to two new subdivisions;*
2. *appropriate Water & Sewer Fund unrestricted net position funds related to Council approved projects that were not completed primarily due to supply chain issues;*
3. *appropriate Electric Fund unrestricted net position funds related to Council approved projects that were not completed primarily due to supply chain issues;*
4. *appropriate General Fund restricted fund balance related to Council approved projects that were not completed primarily due to supply chain issues; and*
5. *appropriate Laurel Street Revitalization Fund restricted balance for use in FY24.*

		<b>2023-2024 BUDGET</b>	<b>AMENDED BUDGET</b>	<b>INCREASE (DECREASE)</b>
	<b>#1</b>			
	<b>505 ELECTRIC FUND</b>			
	<b>REVENUE</b>			
505-3-41050-0060	Use of Unrestricted Net Position	\$ -	\$ 505,000	\$ 505,000
				<u>\$ 505,000</u>
	<b>EXPENDITURES</b>			
505-4-20020-8134	Transformers	\$ 85,000	\$ 590,000	\$ 505,000
				<u>\$ 505,000</u>
	<b>#2</b>			
	<b>REVENUE</b>			
501-3-41050-0300	Use of Unrestricted Net Position	\$ -	\$ 599,788	\$ 599,788
				<u>\$ 599,788</u>
	<b>EXPENDITURES</b>			
501-4-44112-8725	Dewatering Equipment	\$ -	\$ 590,000	\$ 590,000
501-4-44113-8726	Sewer CIPP	-	9,788	9,788
				<u>\$ 599,788</u>
	<b>#3</b>			
	<b>REVENUE</b>			
505-3-41050-0060	Use of Unrestricted Net Position	\$ 505,000	\$ 505,656	\$ 656
				<u>\$ 656</u>
	<b>EXPENDITURES</b>			
505-4-20010-8723	Automated Gates	\$ -	\$ 656	\$ 656
				<u>\$ 656</u>



#4

**100 GENERAL FUND**

**REVENUE**

100-3-41050-0100	Use of Restricted Fund Balance	\$	-	\$	4,004,811	\$	4,004,811
						\$	<u>4,004,811</u>

**EXPENDITURES**

100-4-12560-8728	IT System Major Infrastructure/Internet	\$	-	\$	389,500	\$	389,500
100-4-12560-8729	City-Wide Wireless/Broadband Improvement		-		344,892		344,892
100-4-31100-8710	Police Vehicles		-		10,228		10,228
100-4-31100-8711	Surveillance Cameras		-		57,389		57,389
100-4-31100-8712	Body Cameras		-		36,734		36,734
100-4-31100-8713	Police Truck		-		15,389		15,389
100-4-31100-8714	Police Helmets		-		1,521		1,521
100-4-31100-8716	Radio System		-		1,607,500		1,607,500
100-4-31100-8717	Police Communication Equipment		-		671		671
100-4-31130-8710	E911 Communication Equipment		-		1,300		1,300
100-4-31130-8711	E911 Computer Equipment		-		6,913		6,913
100-4-32100-8722	Emergency Operations Software		-		50,000		50,000
100-4-34100-8719	Demolition of Blighted Properties		-		500,000		500,000
100-4-41200-8727	Stormwater Projects - YR 1		-		189		189
100-4-41200-8728	Paving Projects		-		70,129		70,129
100-4-41200-8729	Road Closure & Safety Equipment		-		23,024		23,024
100-4-71300-8700	Armory Park Bathroom Renovations		-		29,093		29,093
100-4-71300-8702	College Drive Park Renovations		-		117,117		117,117
100-4-71300-8704	Riverwalk Park Project		-		332,841		332,841
100-4-71300-8706	Hayden Park Project		-		200,000		200,000
100-4-71300-8707	Armory Field Upgrade Project		-		100,000		100,000
100-4-71300-8709	Blackwater Park		-		20,424		20,424
100-4-71300-8716	Parks & Recreation Vehicles		-		34,909		34,909
100-4-81300-8701	City Light Poles		-		14,700		14,700
100-4-81600-8716	Tourism Interpretive Panels		-		25,000		25,000
100-4-81600-8718	Virginia Tourism Authority ARPA Grant		-		15,350		15,350
						\$	<u>4,004,811</u>

		Budget Amendment 2024-01		
		2023-2024 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
<b>#5</b>				
<b>297 LAUREL STREET REVITALIZATION</b>				
<b>REVENUE</b>				
297-3-18990-0100	SERCAP Inc Grant Revenue	\$ -	\$ 30,000	\$ 30,000
297-3-33000-0100	Federal Aid - MY1	\$ -	\$ 1,334,067	\$ 1,334,067
				<u>\$ 1,364,067</u>
<b>EXPENDITURES</b>				
297-4-85000-3142	Execution of DHCD Contract	\$ -	\$ 15,000	\$ 15,000
297-4-85000-3143	Contract Monitoring	-	20,800	20,800
297-4-85000-3144	Execution of Project Contracts	-	17,500	17,500
297-4-85000-3146	Satisfactory Compliance Reviews	-	3,000	3,000
297-4-85000-3147	Fair Housing & Section 3 Activities	-	1,500	1,500
297-4-85000-3148	Administrative Project Closeout	-	5,500	5,500
297-4-85000-3149	Construction Completion	-	17,800	17,800
297-4-85000-3150	Labor Standards	-	12,000	12,000
297-4-85000-4303	Rehab Specialist	-	21,000	21,000
297-4-85000-4305	Temporary Relocation	-	10,000	10,000
297-4-85000-4307	Home Maintenance Education Program	-	1,300	1,300
297-4-85000-4308	Owner-Occupied Housing Rehabilitation	-	209,800	209,800
297-4-85000-4503	Rehab Specialist	-	36,500	36,500
297-4-85000-4505	Temporary Relocation	-	20,000	20,000
297-4-85000-4507	Home Maintenance Education Program	-	2,500	2,500
297-4-85000-4508	Investor-Occupied Housing Rehabilitation	-	364,800	364,800
297-4-85000-7604	Storm Sewer Construction	-	503,400	503,400
297-4-85000-7607	Inspection	-	30,300	30,300
297-4-85000-7608	Engineering	-	50,400	50,400
297-4-86000-8000	SERCAP Inc Grant Expenditures	-	20,967	20,967
				<u>\$ 1,364,067</u>

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

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*Clerk to the City Council*



*Office of the City Manager  
Amanda C. Jarratt*

July 5, 2023

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

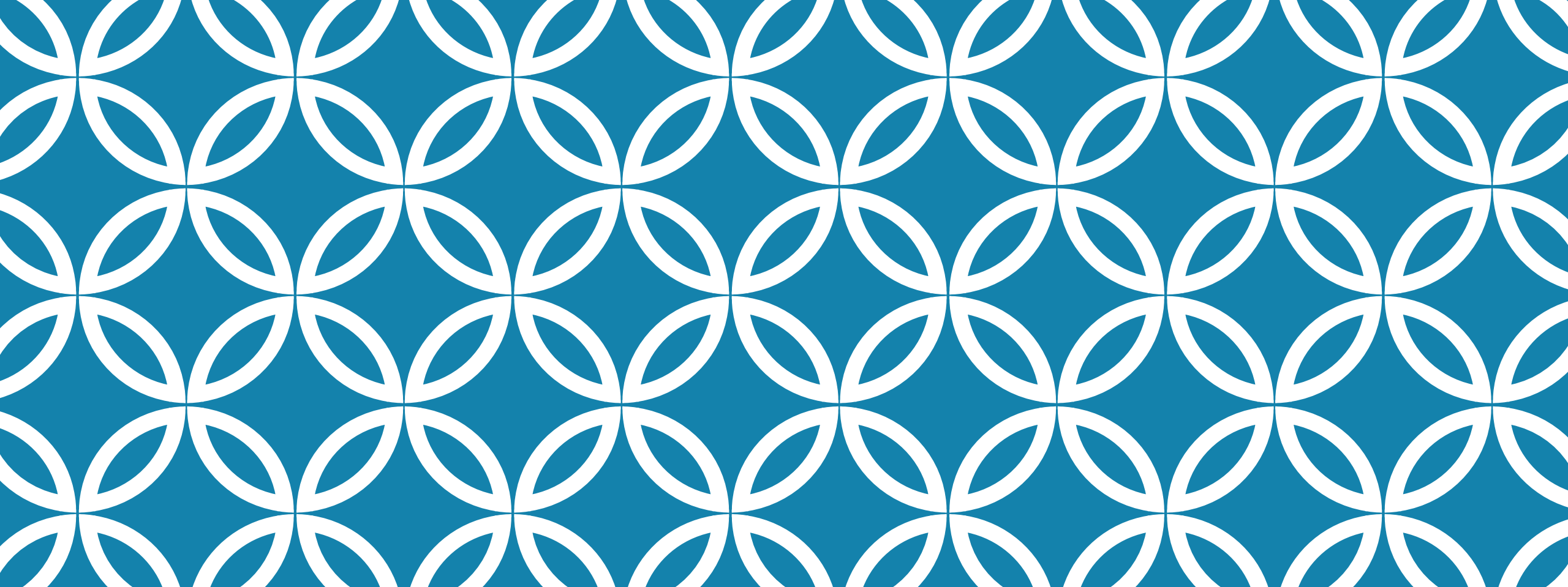
Reference: Armory Demolition and Reconstruction Process

**Background Information**

Jamie Weist with Kimley-Horne will be present to provide an overview of the Federal Grant Award requirements, process, and timeline for the Armory demolition and reconstruction process.

**Needed Action**

None at this time.



# **CITY OF FRANKLIN COMMUNITY CENTER PROJECT**

HUD CPF Grant Update  
July 10, 2023

# INTRODUCTION AND OVERVIEW

City awarded \$2.5 Million Consolidated Appropriations Act

Demolition, design and construction of new community center at Armory

Kimley-Horn to assist with Grant Management and Preparation of Environmental Review (ER) Document

ER Must be completed prior to demolition of Armory

Architectural/Engineering design services can proceed during this process\*

*\*Recommend starting after initial environmental assessment*

# ACTION ITEMS

Execute grant agreement and applicable documents to submit to HUD

- Develop project narrative and budget
- File applicable federal forms (HUD-1044, SF-424 (B&D), SF-LLL, and SF-1199A)

Complete Environmental Review (ER) and submit to HUD (Grant Reimbursable)

Once above items are completed, the city can proceed with the project and receive reimbursement for eligible activities



**FY2023  
ECONOMIC DEVELOPMENT INITIATIVE  
COMMUNITY PROJECT FUNDING**

# PROJECT SCHEDULE

Project Narrative & Budget: July – August 2023

- Execute Agreement with HUD

Environmental Review Document: July – December 2023

- DHR/HUD Review: October – December 2023\*

Engage Architect/Engineer for Design: September 2023

Demolish Existing Structure: January 2024 (*following HUD approval\**)

Bidding & Construction of New Community Center: May 2024 – April 2025

*\*If Historic Eligibility Changes add 6 months*



Office of the City Manager  
Amanda C. Jarratt

July 6, 2023

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: City Manager's Report

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### **Upcoming Community Events**

- Every Wednesday Franklin Cruise In
- July 20<sup>th</sup>- Third Thursday Concert Series
- October 3<sup>rd</sup>- National Night Out
- Fall Festival- September 29<sup>th</sup> and 30<sup>th</sup>
- October 21<sup>st</sup> Trick or Trot 5k Run
- December 1<sup>st</sup>-Holiday Parade
- December 2<sup>nd</sup> - Elf Parade & Holiday Market

Happy  
INDEPENDENCE  
Day!

# City Clips

Happy  
INDEPENDENCE  
Day!

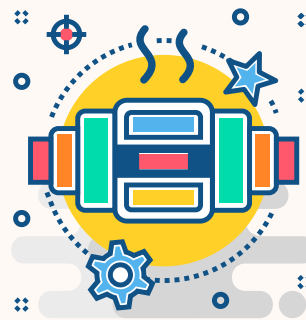
THE OFFICIAL MONTHLY NEWSLETTER OF THE CITY OF FRANKLIN



## CATALYTIC CONVERTER PREVENTION

The catalytic converter is a required anti-pollution device in all vehicle exhaust systems, containing several valuable rare precious metals. In recent years, the number of catalytic converter thefts has risen rapidly. Catalytic converters are the most stolen part of vehicles today. According to Carfax, an estimated 153,000 catalytic converters were stolen in 2022. The top cars targeted nationwide included:

- Ford F-Series Truck
- Honda Accord
- Toyota Prius
- Honda CR-V
- Ford Explorer
- Ford Econoliner
- Chevy Equinox
- Chevy Silverado
- Toyota Tacoma
- Chevy Cruze



The Franklin Police Department has partnered with the following local business to provide FREE painting of catalytic converters for residents of the City of Franklin. You can call to make an appointment and get your catalytic converter painted in high-temperature, attention-getting paint. Adding bright colors is a deterrent against theft and alerts recyclers of possible theft. If you have any questions, contact Sgt. Halverson at (757) 562-9684.

Blake Ford - 1101 Armory Drive, (757) 997-2042

Jack Junior Towing & Auto Repair - 251 S Main Street, (757) 562-4367

BOTH Winner's Circle Dealerships - 1201 Armory Drive, (757) 304-8962

Holmes Automotive & Performance - 101 E Jackson Street, (757) 304-9824

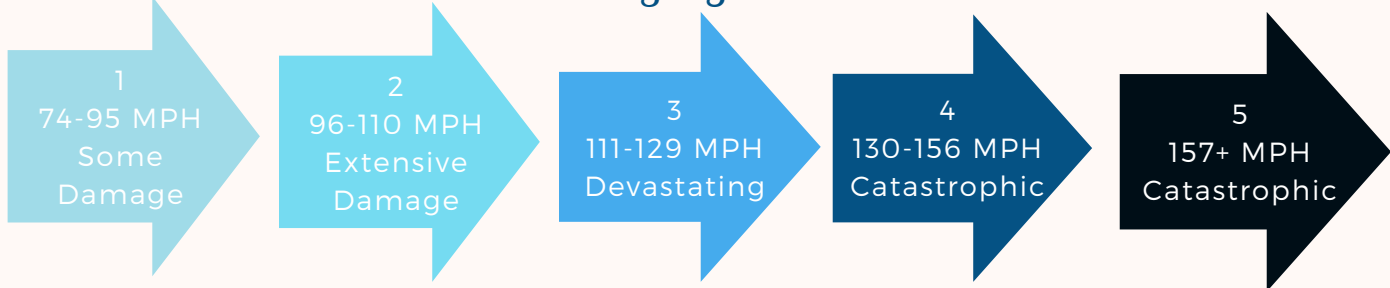


# Hurricane Season is Upon Us...Are You Prepared?

Hurricane season runs from **June 1st - November 30th.**



## SAFFIR-SIMPSON Hurricane Category Wind Scale



## EMERGENCY SUPPLIES

It can take several days or weeks for government services and assistance to reach you and your family depending on the severity of the storm and your geographic location. An emergency kit is vital to sustaining your family after a disaster.

Use this checklist to build your emergency supply kit by adding a few items each week or month. **Many emergency preparedness products are eligible for Virginia's tax-free weekend held annually in August.** Regularly replace items that go bad such as water, food, medication and batteries, and remember to keep in mind your family's unique needs as you build your kit.



### FOOD + SUPPLIES

- o At least a 3-day supply of water and non-perishable food
- o Infant supplies such as formula, diapers, baby wipes, etc.
- o Pet food and supplies (see page 10 for full checklist)

### MEDICAL NEEDS

- o Medications for at least one week and copies of prescriptions
- o Medical equipment, assistive technology and backup batteries
- o Ice for refrigerating medications
- o First aid kit and antibiotic ointment
- o Non-prescription medications such as pain relievers and antacids
- o Prescription eyeglasses, contact lenses and solution
- o Sunblock
- o Medical alert tags/bracelets

### TOOLS + SAFETY ITEMS

- o Flashlight and extra batteries
- o Multipurpose tool and can opener
- o Fire extinguisher
- o Matches in a waterproof container
- o Wrench or pliers (to turn off utilities)
- o Plastic sheeting and duct tape (to shelter in place)
- o Whistle (to signal for help)
- o Pencil and paper
- o Mess kits, paper cups, paper plates, and plastic utensils
- o Battery-powered or hand crank radio and a NOAA Weather Radio with tone alert
- o Cell phone, charger and a backup battery
- o Dust mask (to help filter contaminated air)
- o Local maps

### PROTECTIVE GEAR + CLOTHING

- o Masks (for everyone ages 2 and above)
- o Warm clothing and sturdy shoes
- o Blankets or sleeping bags

### EMERGENCY FUNDS

- o Emergency cash funds should be able to sustain your family several days at a minimum. Government assistance and resources take time.
- o Do not rely on credit cards or debit cards as critical networks such as Internet or electrical infrastructure may be impaired. Be sure to withdraw plenty of cash before the storm.
- o Plan for evacuation funds to cover fuel, lodging and meals as well as pet boarding costs if you're asked to evacuate.

### CRITICAL PAPERWORK

- Prior to a storm or evacuation, collect and store your critical paperwork in a waterproof storage bag or container. Storing a password-protected backup of your records on a virtual cloud service is also recommended.
- o Driver's license and passports
  - o Vehicle registration and proof of insurance
  - o Medical and vaccination records
  - o Prescription medicine labels
  - o Birth certificates
  - o Social security cards
  - o Marriage certificates and wills
  - o Proof of residence (deed or lease)
  - o Business and personal tax records
  - o Bank account records
  - o Household inventory (photo or video)
  - o Local maps

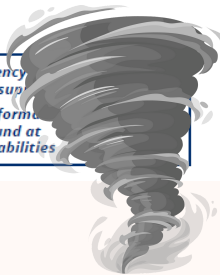
### HYGIENE + SANITATION

- Maintaining good hygiene can stop the spread of bacteria and infectious disease.
- o Antibacterial soap
  - o Hand sanitizer
  - o Moist towelettes
  - o Garbage bags and plastic ties (for personal sanitation)
  - o Paper towels
  - o Toilet paper
  - o Surface disinfectants and wipes
  - o Bleach and rubbing alcohol
  - o Toothbrush and toothpaste
  - o Menstrual Supplies
  - o Personal hygiene items

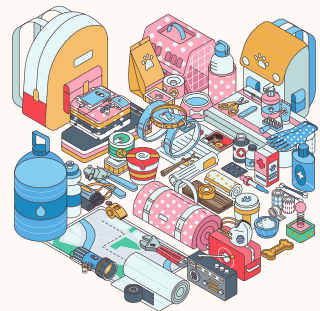
### COMFORT + PRICELESS ITEMS

- You may be away from your home for an extended period and your property may be damaged. Grab any items that are irreplaceable or may provide comfort to your family, especially children.
- o Books, games, puzzles or other activities for children
  - o Favorite stuffed toys
  - o Photo albums
  - o Valuables and jewelry
  - o Sensory items such as fidget spinners, earplugs, etc.

Visit [www.VAemergency.gov/emergency](http://www.VAemergency.gov/emergency) more and download the emergency supplies checklist. Additional disaster preparedness information for those with disabilities can be found at [www.VAemergency.gov/prepare/disabilities](http://www.VAemergency.gov/prepare/disabilities)



For more information visit: [www.vaemergency.gov](http://www.vaemergency.gov)





# City of Franklin Independence Day Celebration



HAPPY  
4th of July



Happy



# Third Thursdays



Many thanks to our sponsors and collaborators who helped make this year's Independence Day Celebration a success!!

- Bon Secours
- David White Crane Services, LLC
- International Paper
- Bronco Credit Union
- Prism Contractors & Engineers
- Enviva
- Visit Franklin Southampton VA
- Franklin Experience
- Franklin Cruise-In
- Blackwater Community Events

**Live Performance By:**



**Thursday, July 20, 2023**

**Start at 6:30 pm - 10:00 pm**

**Food Provided By:**

*Beer Tickets \$4*



**\*No outside food, drinks, or coolers allowed\***

**Bring Your Own Seating/Beer Truck (21+)**

**Bring Your Family & Friends!**

FRANKLINVA.COM/ 757-562-8503

## We are HIRING

- Positions Available In:
- Department of Social Services
  - Department of Tourism
  - Emergency Services Department
  - Parks & Recreation Department
  - Police Department
  - Power & Light Department
  - Public Works Department

For job descriptions and applications, visit:  
[www.franklinva.com/careers](http://www.franklinva.com/careers)



For questions, contact Human Resources @ (757) 562-8508

# Congratulations

## City of Franklin Fire & Rescue Department



The City of Franklin Fire & Rescue Department was recognized with the TEMS "Outstanding EMS Agency" Award. They are committed to providing excellent EMS services, whether it is within the City limits, or partnering with Southampton County and the Hunterdale Volunteer Fire & Rescue.



CITY CLIPS



date: June 10, 2023

# ARMORY PARK CITY POOL

**POOL SCHEDULE:**  
 Weekend Hours - Saturday & Sunday  
 1:00PM-5:00PM

Weekday Hours- Monday- Friday  
 1:00PM- 5:00PM

**POOL FEES:**  
 AGES 0-5- \$1.50 , Season pass, \$40  
 AGES 6-17- \$1.75, Season pass, \$50  
 AGES 18 & OLDER- \$2.00, Season pass, \$60  
 Family season pass, \$100

Location: 920 Armory Dr. Franklin VA 23851

## IN HONOR OF

# National Parks & Recreation Month



July is...

## NATIONAL PARKS & RECREATION MONTH

- Every Wednesday in July** - **FREE SNO-CONES** -  
 2pm - 4pm  
 MLK Center - 683 Oak Street  
 Franklin, VA 23851
- July 10-12** - **COLLEGE DRIVE PLAYGROUND BUILD** -  
 8am - 4pm  
 301 South College Drive  
 Franklin, VA 23851
- July 13** - **CHALK IT UP** -  
 9am - 8pm  
 Barrett's Landing sidewalk/gazebo  
 100 Barrett Street  
 Franklin, VA 23851
- July 21** - **PARK AFTER DARK** -  
 6pm - 10pm  
 Armory Drive Park - 920 Armory Drive  
 Franklin, VA 23851
- July 28** - **FAMILY POOL NIGHT** -  
 3pm - 7pm  
 Armory Drive Pool - 920 Armory Drive  
 Franklin, VA 23851

FRANKLIN DEPT. OF PARKS & RECREATION

# CHALK UP THE CITY WITH LOVE..

#CHALKITUPFRANKLIN



JULY 13TH 2023  
 9AM-8PM  
 BARRETT'S LANDING  
 SIDEWALK/GAZEBO AREA

"ONE DAY TO FILL THE CITY UP WITH POSITIVITY..."

# Sponsors & Volunteers Needed



## First Annual Trick or Trot 5K & Pumpkin Dash

Downtown Franklin

Date: Saturday, October 21, 2023

**CITY OF FRANKLIN**

**TRICK OR TROT 5K & PUMPKIN DASH**

**SATURDAY, OCTOBER 21**

**\$30/5K**  
**\$15/DASH**

**7:00 AM - Check-In**  
**8:00 AM - 5k Race**  
**9:00 AM - Pumpkin Dash**

**Downtown Franklin, Virginia**

Costume Contest - Post-Race Event - Sponsorships Available

For more details or to register online, visit [www.franklintrickortrot5k.org](http://www.franklintrickortrot5k.org)

### EVENT SPONSORSHIPS

#### Gold Sponsor - \$1,000

- Company banner displayed at post-race ceremony and logo on post-race ceremony sign
- Link to company website on race webpage
- Logo featured on race webpage and social media
- Recognition at post-race ceremony
- Logo featured on race t-shirt

#### Silver Sponsor - \$500

- Company logo on post-race ceremony sign
- Logo featured on race webpage and social media
- Recognition at post-race ceremony
- Logo featured on race t-shirt

#### Bronze Sponsor - \$250

- Company name on post-race ceremony sign
- Logo featured on race webpage and social media
- Company name featured on race t-shirt

#### Item Donor for Racer's Bags

- Company's event flyers, coupons, and/or promotional items are included in each runner's swag bag
- Advertise your business to racers and encourage event day sales. We encourage race day specials or discounts for runners!

### LIMITED SPONSORSHIPS

#### Trick or Trot 5K Race Sponsor - \$1,500 (1 Available)

#### Pumpkin Dash Race Sponsor - \$1,500 (1 Available)

- Company allowed to set up a tent/table at event, distribute literature and promotional items
- Company banner displayed at start/finish line and recognition at post-race ceremony
- Logo featured on race webpage (with link to company website) and social media
- Logo featured on race t-shirt

#### 5K Water Station Sponsor - \$500 (1 Available)

#### Pumpkin Dash Water Station Sponsor - \$350 (1 Available)

- Company banner displayed at mid-race tent
- Logo featured on race webpage and social media
- Recognition at post-race ceremony
- Logo featured on race t-shirt
- Company representatives man mid-race water station

#### Costume Contest Sponsor - \$350 (1 Available)

- Company banner displayed at costume contest tent
- Logo featured on race webpage and social media
- Recognition at post-race ceremony
- Company representatives choose the costume contest winners and present prizes at post-race ceremony.

**SPONSORSHIP DEADLINE: August 15, 2023**

Sponsorships received after the deadline will not be included on t-shirts or printed materials. For more information, visit [www.franklintrickortrot5k.org](http://www.franklintrickortrot5k.org). Sponsorships can be paid online or in person. Please complete attached form and email to [director@franklinunitedway.org](mailto:director@franklinunitedway.org) or fax to (757) 569-1850.

To Sponsor, visit:  
[www.franklintrickortrot5k.org/sponsorships](http://www.franklintrickortrot5k.org/sponsorships)

To Volunteer, visit:  
[www.dash.pointapp.org/events/75301](http://www.dash.pointapp.org/events/75301)



For more details or to register online, visit:

[www.franklintrickortrot5k.org](http://www.franklintrickortrot5k.org)



# FREE HEALTH CARE SERVICES SUMMER SCHEDULE

## *ODU Community Care Medical Mobile Clinic*



## FREE HEALTH CARE SERVICES FOR ALL

- Armory Field: May 25<sup>th</sup>, June 15<sup>th</sup>, July 6<sup>th</sup> and 27<sup>th</sup>
- Martin Luther King Center: June 1<sup>st</sup>, 22<sup>nd</sup>, July 13<sup>th</sup>, August 1<sup>st</sup>
- Farmer's Market: June 8<sup>th</sup>, 29<sup>th</sup>, July 20<sup>th</sup>, August 3<sup>rd</sup>  
9am to 3pm

**Appointments highly recommended-please CALL (757-452-2737)**

## SERVICES

School and Sports Physicals, Acute and Chronic Care, Well-child physicals, health screenings, bridging the gap to your primary care or specialist!



• **Third Thursdays**

Thursday, July 20th, @ 6:30 p.m. - 10:00 p.m. (Barrett's Landing)

• **Keeping up with the Kids - Cop Pop-Up Events (4:00 p.m. - 7:00 p.m.)**

July 6th, @ Hunterdale Christian Church

July 13th, @ Dorchester Square Apartments

July 20th, @ Bruce Street Park

July 27th, @ South College Drive Park

• **Family Pool Night**

Friday, July 29th, @ 3:00 p.m. - 7:00 p.m. (Armory Pool)

• **Park After Dark**

Friday, July 21st, @ 6:00 p.m. - 9:30 p.m.



**Fun National Holiday Calendar**



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>NATIONAL PICNIC MONTH</b>						
3 WORLD UFO DAY		4 happy 4th OF July	5 APPLE TURNOVER DAY	6 SENDING VIRTUAL HUGS VIRTUAL HUG A VIRTUAL ASSISTANT DAY	7 Happy Global Forgiveness Day!	8 HAPPY Canada DAY
9	10 Happy National Kitten Day!	11 WORLD POPULATION DAY	12	13 INTERNATIONAL ROCK DAY	14 Shark Awareness Day	15
16 NATIONAL ICE CREAM DAY	17 WORLD EMOJI DAY	18	19 national HOTDOG DAY	20 Space Exploration Day	21 NATIONAL JUNK FOOD DAY	22 NATIONAL HAMMOCK DAY
23 Happy Parents! DAY	24 IT'S TELL AN OLD JOKE DAY!	25 NATIONAL HOT FUDGE SUNDAE DAY	26 happy aunt & uncle DAY!	27 NATIONAL INTERNET DAY #NID	28 System Administrator Appreciation Day	29
30 INTERNATIONAL FRIENDSHIP DAY	31					



@city\_of\_franklinva

@city\_of\_franklin-municipality  
CITY CLIPS