



**Franklin City Council Agenda  
May 13, 2024  
Council Chambers  
207 West Second Avenue  
Franklin, Virginia 23851**

**6:00 P.M. Work Session**

Budget, Garbage & Refuse, Vegetation and Tall Grass

**7:00 P.M.**

**Regular Meeting**

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

- 1. INTRODUCTION OF NEW EMPLOYEE:**
  
- 2. CONSENT AGENDA:**
  - A. Approval of April 22, 2024 meeting minutes
  
- 3. ORDINANCES & RESOLUTIONS:**
  - A. Resolution #2024-10 – National Police Week
  - B. Resolution #2024-11 – Foster Care Awareness Month
  - C. Resolution #2024-12 – Adult Abuse Prevention Month
  - D. Resolution #2024-13 – National Public Works Week
  - E. Resolution #2024-14 – Emergency Medical Services Week
  
- 4. FINANCIAL MATTERS**
  - A. Public Hearing - FY 25 Budget
  - B. Public Hearing - Proposed Real Property Tax
  - C. Budget Amendment 2024-19
  
- 5. OLD/ NEW BUSINESS:**
  - A. Summit – Proposed Amendment to the Proffer
  - B. Council’s Comments
  - C. City Manager’s Report
  
- 6. COUNCIL/STAFF REPORTS ON BOARDS/COMMISSIONS**

**7. 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: City Attorney, Paul D. Camp Community College Board, Planning Commission, Tidewater Emergency Services Council, Building Code Appeals Board, Franklin School Board, Community Policy Management Team, Southeastern Public Service Authority, Eastern Virginia Regional Industrial Finance Agency.

**8. ADJOURNMENT**



<b>Councilwoman Jessica Banks</b>	<b>Aye</b>
<b>Vice-Mayor Wynndolyn Copeland</b>	<b>Aye</b>
<b>Mayor Robert Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Abstained</b>

Mayor Robert Cutchins affirmed the motion carried.

**Ordinances & Resolutions**

**A. Resolution #2024-09 – Child Abuse Prevention Month**

Child Abuse Prevention Month  
Resolution #2024-09

**WHEREAS**, regardless of who they are or the circumstances of their birth, all children have the right to safe, secure, and supportive environments, free from abuse and neglect.

**WHEREAS**, April is National Child Abuse Prevention Month; and

**WHEREAS**, during Prevention Month, Virginians are reminded of the courage it takes to raise a child and that all parents have the right to the support and knowledge which child rearing demands; and

**WHEREAS**, child abuse is one of our nation’s most serious public health problems, with scientific studies documenting the link between child abuse and neglect and a wide range of medical, emotional, psychological, and behavioral disorders; and

**WHEREAS**, child abuse can disrupt early brain development, and serious chronic stress can impair the development of nervous and immune systems; and

**WHEREAS**, children are the foundation of a sustainable and prosperous society, and our prosperity as a state and nation is built on a foundation of healthy child development; and

**WHEREAS**, child abuse prevention creates a more compassionate society, one which places a high value on the welfare of children; and

**WHEREAS**, creating communities where families can access an array of supports and resources to address the social, emotional and physical health of their children is the best way to combat child abuse; and

**WHEREAS**, effective child abuse prevention programs succeed because of partnerships among families, social service agencies, schools, faith communities, civic organizations, law enforcement agencies,, and the business community; and

**WHEREAS**, displaying a pinwheel during the month of April will serve as a positive reminder that together, we can prevent child abuse and neglect, and by doing so, keep children safe;

**NOW, THEREFORE, I**, Mayor Robert “Bobby” Cutchins, do hereby recognize April 2024 as Child Abuse Prevention Month in the City of Franklin, Virginia, and I call this observance to the attention of all of our citizens.

Signed this 22<sup>nd</sup> day of April 2024

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

Mayor Robert Cutchins entertained a motion to approve Resolution #2024-09 – Child Abuse Prevention Month. Councilwoman Jessica Banks made a motion to approve 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 Robert Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>

Mayor Robert Cutchins affirmed the motion carried.

Mrs. Sarah Rexrode, Director of Social Services was presented a signed copy of the Resolution by Mayor Robert Cutchins.

**Financial Matters:**

**No financial matters.**

**Old/New Business:**

A. City Manager’s Report

The Interim City Manager informed Council that the Spring Fest was a success and according to Ms. Arisha Jones, Director of Tourism, 123 vendors attended the event as well as an estimated 1,500-2,000 patrons. She also added that it was the Grand Opening for Franklin’s Farmer’s Market which hosted 14 vendors. Interim City Manager stated that the Franklin Fun Fair was also a success and that they are planning to come back in 2025.

Councilman Ray Smith stated that the Spring Fest had a lot of participation from the community. He added that he appreciates the hard work from staff for organizing the event.

Ms. Burcham stated that the Treasurer received \$134,000 from the debt set off collection program. Staff is working with engineers on the River Walk Park. She added that the signage for various parks are moving right along as well.

The Interim City Manager informed Council that the City received 2.5 million dollars from HUD and staff will be working on the design and construction of the new recreation facility where the current Armory is located. She also added that the moving date for the new Department of Social Services building has been moved again to the middle of May.

Ms. Burcham informed citizens and Council that there is a Brewing up for Business activity on May 3<sup>rd</sup> from 8:00 AM – 9:30 AM at the Franklin Business Center that the Chamber of Commerce is hosting. She also let individuals know that Juneteenth and July 4<sup>th</sup> events are coming up as well as more events in the later months.

Vice-Mayor Wynndolyn Copeland asked if there was an update on the City of Franklin Court House. Ms. Burcham added that the Clerk of Court for Southampton County stated that they will not be moving until July but the building should be ready before they are ready to actually move. She also added that she spoke to the Consultants regarding the City of Franklin Court House early in the week and was informed that the City should receive a design and total cost in the next few weeks.

Council/Staff Reports on Boards/Commissions:

Interim City Manager added that the Southview Cemetery Committee met last week and had a great meeting which included good ideas and suggestions. One of the suggestions was in a few months having a cleanup day in the cemetery.

Councilman Linwood Johnson stated that the Western Tidewater Regional Jail Authority met and are working on getting the City of Hampton to be a part of the Regional Jail Authority. The Jail Board will be selecting new officers at the next meeting and are very happy to have Ms. Burcham join.

Closed Session

Councilman Mark Kitchen moved that the City of Franklin, Virginia City Council adjourn into a closed meeting at 7:31 P.M. 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 on the following items: City Clerk, Franklin City School Board, Board of Zoning Appeals, Eastern Virginia Regional Industrial Facility Authority. The motion was seconded by Vice-Mayor Wynndolyn Copeland.

**The motion carried with a 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 Robert Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>

Mayor Robert Cutchins stated the motion carried.

Motion Upon Return to Open Session

Councilman Mark Kitchen moved that the City of Franklin, Virginia City Council certify that, to the best of each member’s knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting held on April 22, 2024 at 8:01 P.M., meeting were heard, discussed or considered by the City of Franklin, Virginia City Council; and (ii) no

action was taken in closed meeting regarding the items discussed. The motion was seconded by Vice-Mayor Wynndolyn Copeland.

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

**The vote was as follows:**

<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 Robert Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>

Mayor Robert Cutchins stated the motion carried the vote.

Councilman Gregory McLemore made a motion to appoint Darlene Burcham as City Clerk 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 Robert Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>

Mayor Robert Cutchins stated the motion carried the vote.

**Adjournment**

Vice-Mayor Wynndolyn Copeland made a motion to adjourn the April 22, 2024 City Council meeting at 8:03 P.M. 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 Robert Cutchins</b>	<b>Aye</b>
<b>Councilman Ray Smith</b>	<b>Aye</b>
<b>Councilman Gregory McLemore</b>	<b>Aye</b>

Mayor Robert Cutchins stated the meeting stands adjourned.

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Mayor

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Clerk to City Council



National Police Week  
May 12-18, 2024  
Proclamation #2024-10

**WHEREAS**, there are more than 800,000 law enforcement officers serving in communities across the United States, including the dedicated members of the City of Franklin Police Department;

**WHEREAS**, since the first recorded death in 1786, there are currently 24,067 law enforcement officers in the United States that have made the ultimate sacrifice and been killed in the line of duty, including one member of the City of Franklin Police Department;

**WHEREAS**, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, DC;

**WHEREAS**, 282 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 118 officers killed in 2023 and 164 officers killed in previous years;

**WHEREAS**, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 36th Candlelight Vigil, on the evening of May 13, 2024;

**WHEREAS**, the Candlelight Vigil is part of National Police Week, which will be observed this year May 12th-18th;

**WHEREAS**, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families and U.S. flags should be flown at half-staff;

**THEREFORE, BE IT RESOLVED** that the City of Franklin will observe May 12-18, 2024, as National Police Week in the City of Franklin, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

**NOW, THEREFORE, I**, Robert "Bobby" Cutchins, Mayor of the City of Franklin, Virginia, do hereby proclaim May 12, 2024, through May 18, 2024, AS

"NATIONAL POLICE OFFICER MEMORIAL WEEK"

and call upon all residents to express their gratitude to law enforcement officers for their contributions in keeping Franklin, Virginia safe.

Signed this 13<sup>th</sup> day of May 2024

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



**Foster Care Awareness Month  
Resolution #2024-11**

**WHEREAS**, Virginia’s children and youth are our hope for the future, and we assert that all children deserve a safe, loving, stable, and nurturing home; and

**WHEREAS**, families, serving as the primary providers of love, identity, self-esteem, and support, are the very foundations of our communities and our Commonwealth; and

**WHEREAS**, a child’s success is best supported in a child welfare system that is family-focused, child-centered, and community-based; and preserving families is the primary goal of the child welfare system; and

**WHEREAS**, while Virginia has over 4,800 children and youth aged 18 and younger in foster care, there are at least 3,600 children and youth supported by a network of more than 5,200 dedicated, approved kinship, foster, and adoptive families; and

**WHEREAS**, kinship families and foster families play a critical role in serving as a support, not a substitute, for the parents of children in foster care to make family reunification possible; and

**WHEREAS**, many kinship families and foster families create permanency for children in foster care through adoption when those children cannot be safely reunified with their birth families; and

**WHEREAS**, through the partnerships among kinship, foster, and adoptive families; child welfare staff; and public and private child-serving organizations, efforts are made to ensure that voices are heard and support offered for the transition of youth and young adults to successful independence; and

**WHEREAS**, we honor and celebrate the enduring contributions of kinship, foster, and adoptive families during National Foster Care Awareness Month and recognize the outstanding service and commitment kinship, foster, and adoptive families provide to Virginia’s children and youth, while recognizing that foster care supports entire families;

**NOW, THEREFORE, I**, Mayor Robert “Bobby” Cutchins, do hereby recognize May 2024 as Foster Care Awareness Month in the City of Franklin, Virginia, and I call this observance to the attention of all of our citizens.

Signed this 13<sup>th</sup> day of May 2024

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



**Adult Abuse Prevention Month  
Resolution #2024-12**

**WHEREAS**, there are nearly 1.9 million Virginians aged 60 or older, a number that will increase to 2.2 million in 2030; and

**WHEREAS**, during fiscal year 2023, Virginia Adult Protective Services received over 43,000 reports of adult abuse, neglect, and exploitation, an eight percent increase from the previous year; and

**WHEREAS**, older Virginians and Virginians with disabilities may become targets for abuse, which can occur in families and communities of all social, economic, racial, and ethnic backgrounds; and

**WHEREAS**, there are many government-supported programs that provide vital services to older Virginians and Virginians with disabilities, including a 24-hour hotline, crisis intervention, emergency shelter, home-based and community services, public education, and legal advocacy; and

**WHEREAS**, the Virginia Department for Aging and Rehabilitative Services Adult Protective Services Division works collaboratively with state and local partners across the Commonwealth to help older Virginians and Virginians with disabilities live free of abuse, neglect, or exploitation;

**NOW, THEREFORE, I**, Mayor Robert “Bobby” Cutchins, do hereby recognize May 2024 as Adult Abuse Prevention Month in the City of Franklin, Virginia, and I call this observance to the attention of all of our citizens.

Signed this 13<sup>th</sup> day of May 2024

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



National Public Works Week  
May 19 - 25, 2024  
Resolution #2024-13

**WHEREAS**, Public Works professional focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of the City of Franklin, Virginia; and

**WHEREAS**, these infrastructure, facilities and services could not be provided without the dedicated efforts of Public Works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and

**WHEREAS**, it is the public interest for the citizens, civic leaders and children in the City of Franklin, Virginia, to gain knowledge of and to maintain an ongoing interest and understanding of the importance of Public Works and Public Works programs in their respective communities; and

**WHEREAS**, the year 2024 marks the 64th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Work Association’

**BE IT NOW RESOLVED, I**, Mayor Robert “Bobby” Cutchins, do hereby designate the week of May 19-25, 2024 as National Public Works Week. I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our Public Works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protect our national health, safety, and quality of life.

Signed this 13<sup>th</sup> day of May 2024.

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



Emergency Medical Services Week

May 19 - 25, 2024

Resolution #2024-14

**WHEREAS**, protecting the health and promoting the well-being of all people in Virginia is important for fostering healthy, connected, and resilient communities in the Commonwealth; and

**WHEREAS**, Emergency Medical Responders (EMR), Emergency Medical Technicians (EMTs), Advanced EMTs, Intermediates, and Paramedics stand ready to provide compassionate, lifesaving care, 24 hours a day, seven days a week, to improve the survival and recovery of those in sudden need of care; and

**WHEREAS**, Emergency Medical Services (EMS) responders are supported by emergency medical dispatchers, firefighters, law enforcement officers, educators, administrators, researchers, emergency nurses, emergency physicians, and others; and

**WHEREAS**, Virginians are thankful for the hard work and dedication of more than 38,000 EMS providers and 550 EMS agencies that protect the health of our families; and

**WHEREAS**, this year's theme, "Honoring Our Past. Forging Our Future," recognizes those who came before us, especially those who challenged the status quo and raised the bar, and renews the commitment to forge a future for the next generation of EMS professionals that will serve their communities; and

**WHEREAS**, this year, as we recognize the 50th anniversary of the first National EMS Week, it is proper and timely to bring recognition to the value and accomplishments of Emergency Medical Services;

**NOW, THEREFORE, BE IT RESOLVED**, I, Robert Cutchins, Mayor, City of Franklin, Virginia, in recognition of this event do hereby proclaim May 19 - 25, 2024 as Emergency Medical Services Week and I call this observance to the attention of our citizens.

Signed this 13th day of May 2024.

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

## BUDGET AMENDMENT 2024-19

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

1. Recognize revenues related to the Western Tidewater Home Consortium Fund and appropriate such revenue for use.
2. Recognize the award of CDBG/Lead Hazard Program Funds and allocate for use.
3. Recognize donations for Tourism, Animal Control and Opioid Settlement Funds received and appropriate for use.

		2023-2024 BUDGET	AMENDED BUDGET	INCREASE (DECREASE)
<b>#1</b>				
<b>289 WESTERN TIDEWATER HOME CONSORTIUM</b>				
<b>REVENUE</b>				
289-4-24002-8700	HOME Funds - WTHC	\$ -	\$ 38,400	<u>38,400</u>
				<u>38,400</u>
<b>EXPENDITURES</b>				
289-4-99999-7820	Laurel Street -CDBG	\$ -	\$ 38,400	<u>38,400</u>
				<u>38,400</u>
<b>#2</b>				
<b>298 LEAD HAZARD REDUCTION PROGRAM</b>				
<b>REVENUE</b>				
298-3-33000-0100	Federal Aid - LHRP Funds	\$ -	\$ 30,810	<u>30,810</u>
				<u>30,810</u>
<b>EXPENDITURES</b>				
298-4-85000-3143	Lead Administration		5,000	5,000
298-4-85000-4303	Lead Inspection/Risk Assessment		1,810	1,810
298-4-85000-4308	Lead Related Rehabilitation	\$ -	\$ 24,000	<u>24,000</u>
				<u>30,810</u>
<b>#3</b>				
<b>100 GENERAL FUND</b>				
<b>REVENUE</b>				
100-3-18990-3016	Donations Tourism	\$ 7,361	\$ 9,861	2,500
100-3-18990-3005	Animal Control	\$ 5,000	\$ 5,600	600
100-3-18990-3014	Opioid Settlement Funds	\$ 4,501	\$ 25,080	<u>20,579</u>
				<u>21,179</u>
<b>EXPENDITURES</b>				
100-4-81600-5892	Festival and Events	20,299	22,799	2,500
100-4-35100-3317	Repairs - Other	\$ 13,020	\$ 13,620	600
100-4-91500-5871	Opioid Settlement Funds	4,501	25,080	<u>20,579</u>
				<u>21,179</u>

*Certified copy of resolution adopted by Franklin City Council*

*Clerk to the City Council*



# CITY OF SUFFOLK

442 WEST WASHINGTON STREET, POST OFFICE BOX 1858, SUFFOLK, VIRGINIA 23439  
PHONE: (757) 514-4060 FAX: (757) 514-4099

DEPARTMENT OF  
PLANNING & COMMUNITY DEVELOPMENT

Division of Planning

March 21, 2024

Amanda C. Jarratt, City Manager  
207 W. 2<sup>nd</sup> Avenue  
Franklin, VA 23851

Dear Ms. Jarratt:

Enclosed please find three copies of the Subrecipient Agreement between the City of Suffolk and The City of Franklin. Please execute all copies of the Subrecipient Agreement and return to my office. Once returned, I will send you a copy for your files.

If you have any questions or require assistance, please contact me at 514-4066.

Sincerely,

Deidre Garrett  
Community Development Grants Administrator

## SUBRECIPIENT AGREEMENT

Between The City of Suffolk, Virginia and the City of Franklin  
HOME Investment Partnerships Program (HOME) Funds  
FY 2023-2024

This agreement is entered into by and between the Western Tidewater HOME Consortium (hereinafter referred to as "the Consortium"), and the City of Franklin, (hereinafter referred to as "the Subrecipient "). The City of Suffolk serves as Lead Agency for the Consortium.

The HOME Consortium funds (hereinafter referred to as the "Funds") which are subject to this agreement are authorized under the Cranston-Gonzales National Affordable Housing Act, PL 101-625. The Funds are subject to, and this Agreement incorporates by reference, the terms, guidelines, and regulations set forth in Federal Regulations 24 CFR Part 92 and related laws and regulations, and the laws of the Commonwealth of Virginia and the Management Plan for the Consortium.

The Subrecipient will initiate the activities and projects as required by this Agreement and described in the Consolidated Plan and Action Plan. The Subrecipient will submit the required documentation to the Lead Agency to be set up in the Integrated Disbursement and Information System (IDIS), and agrees to comply with all of the terms and conditions of this agreement, the Management Plan and the regulations in its implementation and administration of this agreement. The Subrecipient will monitor, oversee and report on the use of the funds under this agreement. The Subrecipient will inspect work done under this agreement at key points during the construction and prior to submitting final payment request. The Subrecipient shall document all payment requests according to the Management Plan. The Subrecipient will submit an audit for its agency in accordance with single audit requirements, OMB Circular A-128 and Circular A-133. Audit reports should be submitted to the City of Suffolk to the attention of the city manager or finance director no later than four (4) months after the end of the fiscal year. If an audit report is not received, project set up and payment requests will not be processed. Exceptions will be made if the Subrecipient can show an auditor has been engaged and the audit is in process but cannot meet the four-month deadline.

The Subrecipient shall hold the Lead Agency, and the other local governments who are members of the Consortium (Counties of Isle of Wight and Southampton and City of Franklin) harmless from any and all claims and demands based upon or arising out of any actions by the Subrecipient, its employees, agents or contractors.

The Consortium reserves the right to modify, amend, or terminate this Agreement any time during the terms of this Agreement due to failure of the Subrecipient to comply with the terms and conditions of this Agreement and other Program Documents set forth herein.

**VIRGINIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
LEAD HAZARD REDUCTION PROGRAM AGREEMENT**

This is a Sub-award  
CFDA # 14.900

**THIS LEAD HAZARD REDUCTION GRANT PROGRAM AGREEMENT** (the "Agreement") is made and entered into by and between the Virginia Department of Housing and Community Development, 600 East Main Street, Suite 300, Richmond, Virginia 23219, (herein called "DHCD") and the City of Franklin, UEI: GK27KZJ32MK6 (herein called the "Subrecipient").

**WITNESSETH:**

**WHEREAS, DHCD** is authorized to receive, administer, and disburse funds in order to administer the undertaking of comprehensive programs to identify and control lead-based paint hazards in eligible privately-owned rental or owner-occupied housing using Lead Hazard Reduction Grant Program funds; and,

**WHEREAS, DHCD** desires to approve and to allocate such funds to the Subrecipient for the purpose of identifying and controlling lead-based paint hazards in eligible privately-owned rental or owner-occupied housing;

**NOW, THEREFORE,** in consideration of the following mutual promises, covenants, and conditions contained herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties agree as follows:

**1. INCORPORATION OF RECITALS.** The above recitals are hereby incorporated herein as though set forth in their entirety.

**A. Grant Amount and Scope of Services**

**i. DHCD Responsibilities**

The LHR program will operate as a performance pool. DHCD will reimburse the Subrecipient for eligible expenses using HUD or American Rescue Plan Act (ARPA) funding. The grant provides a list of eligible expenses, totaling \$30,810 of related LHR funds per project, which has been attached to this Agreement as "Exhibit C" ("Eligible Expenses") and made a part hereof. As the City of Franklin intends to apply LHR funds to twelve projects, the total grant agreement is \$369,720. On a case-by-case basis, DHCD will pay on incurred costs on pre-approved jobs using ARPA funds. DHCD holds the discretion on when to apply ARPA funds to specific LHR projects. All ARPA rules and regulations related to this funding source will apply.

**ii. Subrecipient's Responsibilities**

The Subrecipient will complete in a satisfactory and proper manner as determined by DHCD the following tasks to accomplish the objectives of the Project.

**B. Principal Tasks**

The major tasks that the Subrecipient will perform in connection with the Lead Hazard Reduction Program include, but may not be limited to, the following:

- i. Maximize the number of children under the age of six years protected from lead poisoning and the number of housing units where lead hazards are controlled;**
- ii. Target lead hazard control efforts in housing where children are at greatest risk of lead poisoning.**

11. It certifies that pursuant to 31 U.S.C. 1352, and any regulations promulgated thereunder:
- A. No federal appropriated funds have been paid or will be paid, by or on behalf of the Subrecipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of any Federal grant, the making of any Federal loan, the entering into of any cooperative, agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
  - B. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the proposed Federal contract, grant, loan or cooperative agreement, the Subrecipient shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
  - C. The Subrecipient shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-Subrecipients shall certify and disclose accordingly.
12. Subrecipient hereby authorizes DHCD and its successors, affiliates, agents and assigns to utilize in any manner and at any time, any photograph, picture or other medium (collectively "photographs") of the property covered by this Application, without limitation, in any and all matters, publications or endeavors, commercial or noncommercial, undertaken directly or indirectly by DHCD at any time on or after the date of this Subrecipient without any limitation whatsoever. Subrecipient understands that: (i) it is relinquishing any and all ownership rights in any such photograph, picture or medium to DHCD; and, (ii) it is relinquishing any and all legal rights that it may now or hereafter have to, directly or indirectly, challenge, question or otherwise terminate the use of the photograph by DHCD.
13. Neither the Subrecipient nor its principals or its subcontractors is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from doing business with the Federal Government.

Amanda C. Jarratt  
Amanda Jarratt, City Manager

9/22/23  
Date

# Sponsorship Registration

Business Name:

INTERNATIONAL PAPER

Mailing Address:

31040 UNION CAMP DR. FRANKLIN, VA 23851

Contact Number:

757-529-4709

Email Address:

jennifer.dixon@ipaper.com

Contact Person:

Jenny Dixon

Sponsorships: (Please check the sponsor level desired for each respective event you wish to sponsor)

## Spring Fest - Event Date 04/20/24

Gold - \$1000 \_\_\_\_\_ Silver - \$500 \_\_\_\_\_ Bronze - \$250 \_\_\_\_\_

## Juneteenth Cultural Celebration - Event Date 06/22/24

Gold - \$1000 \_\_\_\_\_ Silver - \$500 \_\_\_\_\_ Bronze - \$250 \_\_\_\_\_

## Independence Day Celebration - Event Date 07/03/24

Gold - \$1000 \_\_\_\_\_ Silver - \$500 \_\_\_\_\_ Bronze - \$250 \_\_\_\_\_

## Third Thursday's Summer Concert Series - Event Dates 6/20, 7/18, 8/15, 9/18

Gold - \$1000 \_\_\_\_\_ Silver - \$500 \_\_\_\_\_ Bronze - \$250 \_\_\_\_\_

## Fall Festival - Event Date 09/28/24

Gold - \$1000 \_\_\_\_\_ Silver - \$500 \_\_\_\_\_ Bronze - \$250 \_\_\_\_\_

## Holiday Open House & Craft Fair - Event Date 11/09/24

Gold - \$500 \_\_\_\_\_ Silver - \$250 \_\_\_\_\_ Bronze - \$100 \_\_\_\_\_

Platinum Bundle Sponsorship

Platinum - \$2,500

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**INTEROFFICE MEMORANDUM**

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**TO:** JOANNE FAULK, ACCOUNTS RECEIVABLE  
**FROM:** ROBERT PORTY   
**SUBJECT:** DEPOSIT AND APPROPRIATION OF CHECKS  
**DATE:** APRIL 2, 2024  
**CC:** FILE

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Check No. 5028 from the Santagate Family Living Trust, In Memory of Charles Butler, in the amount of \$100.00. This is a donation for the Animal Shelter. Please appropriate and deposit into expenditure line 100-4-35100-3317 – Repairs Other.

Thank you for your assistance!

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**INTEROFFICE MEMORANDUM**

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**TO:** JOANNE FAULK, ACCOUNTS RECEIVABLE  
**FROM:** ROBERT PORTY *RP*  
**SUBJECT:** DEPOSIT AND APPROPRIATION OF CHECKS  
**DATE:** APRIL 23, 2024  
**CC:** FILE

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Attached, please find the following check:

Check No. 1206 from Barbara and Lonnie Jones in the amount of \$500.00. This is a donation for the Animal Shelter. Please appropriate and deposit into expenditure line 100-4-35100-3317 – Repairs Other.

Thank you for your assistance!

**Darlene Burcham**

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**From:** NoReply@nationalopioidofficialsettlement.com  
**Sent:** Monday, April 15, 2024 1:29 PM  
**To:** Amanda C. Jarratt  
**Cc:** rpetkauskas@browngreer.com; aoxenreiter@browngreer.com;  
rmotley@browngreer.com  
**Subject:** National Opioid Settlements – Payment – Franklin City  
**Importance:** High

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

The Directing Administrator has initiated payment to your Subdivision as outlined in the table below.

BG Entity ID	State	Beneficiary Type	Beneficiary Name	Payment Type	Payment Amount	Payment Method
12231	Virginia	General Purpose Government	Franklin City	Walmart Payment 1	\$10,869.89	Wire Transfer

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

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

Thank you,

**BROWNGREER PLC**  
Directing Administrator  
National Opioid Settlements  
[www.NationalOpioidOfficialSettlement.com](http://www.NationalOpioidOfficialSettlement.com)

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

**Darlene Burcham**

---

**From:** NoReply@nationalopioidofficialsettlement.com  
**Sent:** Monday, April 15, 2024 12:53 PM  
**To:** Amanda C. Jarratt  
**Cc:** rpetkauskas@browngreer.com; aoxenreiter@browngreer.com; rmotley@browngreer.com  
**Subject:** National Opioid Settlements – Payment – Franklin City  
**Importance:** High

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

The Directing Administrator has initiated payment to your Subdivision as outlined in the table below.

BG Entity ID	State	Beneficiary Type	Beneficiary Name	Payment Type	Payment Amount	Payment Method
12231	Virginia	General Purpose Government	Franklin City	Allergan Payment 1	\$1,234.21	Wire Transfer

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

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

Thank you,

**BROWNGREER PLC**  
Directing Administrator  
National Opioid Settlements  
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## Darlene Burcham

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**From:** NoReply@nationalopioidofficialsettlement.com  
**Sent:** Monday, April 15, 2024 12:58 PM  
**To:** Amanda C. Jarratt  
**Cc:** rpetkauskas@browngreer.com; aoxenreiter@browngreer.com; rmotley@browngreer.com  
**Subject:** National Opioid Settlements – Payment – Franklin City  
**Importance:** High

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

The Directing Administrator has initiated payment to your Subdivision as outlined in the table below.

BG Entity ID	State	Beneficiary Type	Beneficiary Name	Payment Type	Payment Amount	Payment Method
12231	Virginia	General Purpose Government	Franklin City	CVS Payment 1	\$1,555.73	Wire Transfer

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

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

Thank you,

**BROWNGREER PLC**  
Directing Administrator  
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## Darlene Burcham

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**From:** NoReply@nationalopioidofficialsettlement.com  
**Sent:** Monday, April 15, 2024 12:59 PM  
**To:** Amanda C. Jarratt  
**Cc:** rpetkauskas@browngreer.com; aoxenreiter@browngreer.com;  
rmotley@browngreer.com  
**Subject:** National Opioid Settlements – Payment – Franklin City  
**Importance:** High

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

The Directing Administrator has initiated payment to your Subdivision as outlined in the table below.

BG Entity ID	State	Beneficiary Type	Beneficiary Name	Payment Type	Payment Amount	Payment Method
12231	Virginia	General Purpose Government	Franklin City	Teva Payment 1	\$1,115.42	Wire Transfer

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

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

Thank you,

**BROWNGREER PLC**  
Directing Administrator  
National Opioid Settlements  
[www.NationalOpioidOfficialSettlement.com](http://www.NationalOpioidOfficialSettlement.com)

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**Darlene Burcham**

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**From:** NoReply@nationalopioidofficialsettlement.com  
**Sent:** Monday, April 15, 2024 1:21 PM  
**To:** Amanda C. Jarratt  
**Cc:** rpetkauskas@browngreer.com; aoxenreiter@browngreer.com; rmotley@browngreer.com  
**Subject:** National Opioid Settlements – Payment – Franklin City  
**Importance:** High

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

The Directing Administrator has initiated payment to your Subdivision as outlined in the table below.

BG Entity ID	State	Beneficiary Type	Beneficiary Name	Payment Type	Payment Amount	Payment Method
12231	Virginia	General Purpose Government	Franklin City	Walgreens Payment 1	\$1,789.44	Wire Transfer
12231	Virginia	General Purpose Government	Franklin City	Walgreens Payment 2	\$1,181.15	Wire Transfer

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

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

Thank you,

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National Opioid Settlements  
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## Darlene Burcham

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**From:** NoReply@nationalopioidofficialsettlement.com  
**Sent:** Monday, April 15, 2024 12:45 PM  
**To:** Amanda C. Jarratt  
**Cc:** rpetkauskas@browngreer.com; aoxenreiter@browngreer.com;  
rmotley@browngreer.com  
**Subject:** National Opioid Settlements – Payment – Franklin City  
**Importance:** High

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

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

BG Entity ID	State	Beneficiary Type	Beneficiary Name	Payment Type	Payment Amount	Payment Method
12231	Virginia	General Purpose Government	Franklin City	Distributor Payment 7	\$1,859.91	Wire Transfer

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

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

Thank you,

**BROWN GREER PLC**  
Directing Administrator  
National Opioid Settlements  
[www.NationalOpioidOfficialSettlement.com](http://www.NationalOpioidOfficialSettlement.com)

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# SECOND QUARTER AMNESTY WEEK MAY 13TH - MAY 17TH

NO DEMOLITION DEBRIS, TREES OVER 6" IN DIAMETER, LOT-CLEARING MATERIALS, PAINT OR OTHER HAZARDOUS MATERIALS WILL BE COLLECTED. LIMBS MUST BE CUT TO ORDINANCE LENGTH OF 4' LONG AND PILED NEATLY AT CURBSIDE.

**ANY ITEMS PLACED AT CURBSIDE SHOULD BE LEFT IN NEAT PILES ADJACENT TO THE STREET. PLEASE BE MINDFUL OF OBSTRUCTIONS WHEN PLACING THOSE ITEMS TO ALLOW FOR SAFE COLLECTION BY OUR CREWS.**



Please call Public Works at: 757-562-8564, if you are in doubt about any items before placing them at the the curb. Thank you for your assistance in keeping our City clean!

THE CITY OF FRANKLIN OFFICES  
WILL BE CLOSED  
**MONDAY, MAY 27TH**  
IN OBSERVANCE OF  
**MEMORIAL DAY**



*Remember And Honor*

