



**Franklin City Council Agenda
April 22, 2019
Franklin City Hall Council Chambers
207 West 2nd Avenue**

6:00 P.M.

Work Session on Fueling at Franklin Regional Airport

7:00 P.M.

Regular Meeting

CALL TO ORDER. MAYOR FRANK M. RABIL

PLEASE TURN OFF CELL PHONES. MAYOR FRANK M. RABIL

PLEDGE OF ALLEGIANCE

CITIZEN'S TIME

AMENDMENTS TO AGENDA

1. CONSENT AGENDA:

- A. Approval of April 3rd Budget Work Session and April 8th Regular Meeting minutes
- B. Building Safety Week Proclamation
- C. Finance: Budget Amendment 2019-14

2. OLD/ NEW BUSINESS:

- A. Public Hearing Sale of Camp Family Homestead
- B. Public Hearing FY 19-20 Budget
- C. Edmunds Update
- D. City Manager's Report

3. COUNCIL/STAFF REPORTS ON BOARDS/COMMISSIONS

4. CLOSED SESSION

I move that the Franklin City Council meet in closed session to discuss appointments to boards and commissions; to discuss a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its' facilities in the community; and, consultation with the City Attorney, employed by the City, regarding specific legal matters requiring legal advice pursuant to Virginia Code Section 2.2 – 3711 (A) (1), (5) & (8).

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

5. ADJOURNMENT

UPCOMING ITEMS TO BE SCHEDULED

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

<u>SUBJECT</u>	<u>TENTATIVE TIMELINE</u>
Adopt FY 19-20 City Budget	May 13, 2019
Joint Meeting with FRHA	May 16, 2019

Council met in the City Council Chambers on Wednesday, April 3, 2019, at 6:00 p.m. for a Budget Work Session

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

Staff in Attendance: Amanda Jarratt, City Manager; Vernie Francis, IV, Lieutenant of Emergency Services; Mark Carr, Interim Chief of Emergency Services; Mark Bly, Director of Power & Light; Dinah Babb, Treasurer; Ann White, Director of Social Services; Jimmy Gray, Airport Manager; Russ Pace, Director of Public Works; Chad Edwards, Deputy Director of Public Works; Brenda Rickman, Commissioner of Revenue; Marcelette Wiggins, Deputy of Commissioner of Revenue; Dan Howe, Director of Downtown Franklin Association; Robert Porti, Interim Police Chief; Tracy Spence, Finance Director and Samara Green-Bailey, Programs Specialist

School Board Attendants: Tamara Sterling, Superintendent

Amanda Jarratt, City Manager stated this Budget Work Session was scheduled because Council has chosen a \$.06 per hundred increase on real estate taxes but there still needed to be some budget cuts before the budget could be approved before June 30, 2019.

Frank Rabil, Mayor stated the goal of this Budget Work Session was to give City Manager Jarratt some clear direction if there needed to be additional budget cuts or recommendations.

City Manager Jarratt recapped the Budget Presentation she presented at the previous Budget Sessions.

City Manager Jarratt informed Council that the Workmen's Compensation Insurance will increase this year.

City Manager Jarratt informed Council she met with Davenport on Tuesday, April 2, 2019 to discuss the financing and shifting to prepare the City for the incurring cost of the courthouse.

City Manager Jarratt informed Council that Southampton County has been preparing to absorb the costs associated with the construction of the New Courthouse; unfortunately the City of Franklin has not. Davenport has come up with four strategies for the City of Franklin to absorb their portion of the costs of the construction of the new courthouse. Davenport would like to schedule meetings with the City Council to discuss their strategies on April 15, or 16, 2019. She added this process is going to start immediately upon the adoption of this year's budget. The county has already issued an RP for financing for the first two million dollars associated with the courthouse costs. She stated according to Davenport they anticipated closing on this at the close of the current fiscal year. She also added the City could expect to incur their portion of the costs for the courthouse in the next fiscal year.

Councilman Benny Burgess asked if the two million dollars was all that needed to be financed.

City Manager Jarratt explained the City receives a bill at the end of the year for the City's portion of the Commonwealth Attorney's Office, the costs of the Sheriff's Department and the cost of the courthouse operations. These portions were incorporated in the budget.

City Manager Jarratt stated she assumed Council had discussed this; the County will be expecting the City to incur their portion of the costs of the new courthouse in real time.

Councilman Gregory McLemore asked if the City had incorporated any of these expenses in the current fiscal year budget.

City Manager Jarratt answered no sir.

Councilman McLemore asked when is the projected time that the City will be expected to come up with these funds.

City Manager Jarratt answered within the next six (6) months.

Councilman Bobby Cutchins stated he has been a part of this Council for two (2) years and still does not understand why the City is forced to pay for something it cannot afford.

City Manager Jarratt answered her understanding was when the City became a City an order adopted. She understood that in order to become a City the City is expected to pay for a portion of the Commonwealth Attorney Office, the Sheriff's Department and a portion of the Courthouse operations.

City Manager Jarratt informed Council that each of the City Fund Balances have policies that have requirements on minimum balances in these accounts. She added the policy for the Solid Waste Fund Balance requires a minimum balance of 25% to 40%. The policy for the General Fund Balance requires a minimum balance of 15%. Having said this, the Solid Waste Fund Balance does not have enough money to purchase the garbage truck, leasing might be an option the City needs to look into.

Vice-Mayor Cheatham asked what the price of the new garbage truck is.

City Manager Jarratt answered \$230,000.00.

City Manager Jarratt informed Council she has made additional cuts to the budget in the amount of \$400,000.00.

Councilman McLemore asked how much it costs the City to operate the Airport.

Tracy Spence, Finance Director answered a little less than \$100,000.00.

City Manager Jarratt answered it was discussed in Closed Session there will be changes in the budget that will affect the Airport. She added she would be glad to go into Closed Session to discuss again if needed.

Councilman Bobby Cutchins stated doesn't the City have obligations with the airport due to Government Grant assistance.

City Manager Jarratt answered every year the airport accepts federal funding from the FAA, the airport is obligated to remain open for twenty (20) years.

Councilman Linwood Johnson stated the City cannot cut the budget into prosperity. He added he is not for raising taxes but sees no other way.

Councilman Cutchins stated he is not in agreement of raising taxes. He added our citizens did not create this mess; therefore, should not be penalized.

Mayor Rabil stated that the City Manager and Staff have made cuts in the amount of \$2.3 million dollars which is a great job. The City has been taking money out of the Fund Balances to make the budget work and we cannot keep doing this. He added the City has asked the Franklin City Schools for \$50,000.00. The City has funded the Schools for \$4,987,000.00. He stated the City has made cuts by 15%, even 20%. He added no one wants to raise taxes, but the City cannot keep robbing from Peter to pay Paul.

Councilman Burgess stated he is in favor of the tax increase and he added let's get something on the calendar immediately. Let's restructure the whole city's long-term and short-term goals.

City Manager Jarratt informed Council the ad for the Public Hearing has to go out by Thursday, April 11, 2019 at noon.

Councilwoman Copeland stated she is not in favor of taking money from the schools.

Mayor Rabil addressed Tamara Sterling, Franklin City Schools Superintendent; the average daily membership for the Franklin City Public Schools has been steadily declining. He added the Franklin City Public Schools have absorbed \$340,000, in state funds due to this decline. The Franklin City Public Schools also had a carry-over of over \$200,000.00. That is \$500,000.00 the schools have made up with-in the last year.

Mayor Rabil still addressing Superintendent Sterling stated this \$50,000.00 cut is only 1% and the schools have already absorbed a half of a million dollars. He added the Franklin City Public Schools is the largest funding agency the City has. The City is only asking for 1% and this is not a lot of money. He stated find a way.

Mayor Rabil stated everybody has to do something, maybe Council needs to take a cut in their salaries as well.

Councilwoman Copeland agreed with Mayor Rabil's statement.

Taylor Williams, City Attorney informed Council that he would need to refer to the Charter concerning salaries. He added there were also certain ordinances that concerned salaries that needed to be looked at. He stated Council cannot exceed the Charter, but could go lower than what the Charter states.

Councilman McLemore does not agree with the decision of reducing Council's salaries.

City Manager Jarratt asked Council if they desired to go into Closed Session for additional discussion about personnel.

Mayor Rabil asked for a motion to go into Closed Session

Councilwoman Wynndolyn Copeland made a motion that the Franklin City Council meet in Closed Session for discussion and consideration or interviews of prospective candidates for employment; assignment, appointment, promotion, performance demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments.

The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by a 7-0 vote.

ADJOURNMENT

Mayor Rabil asked for a motion of adjournment.

Vice-Mayor Cheatham made a motion to adjourn the April 3, 2019 Budget Work Session.

The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by a 7-0 vote.

The April 3, 2019 Budget Work Session adjourned at 8:05 p.m.

Council held a regular meeting on Monday, April 8, 2019 at 7:00 p.m. in the Council Chambers at City Hall.

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

Staff in Attendance: Amanda Jarratt, City Manager; Taylor Williams, City Attorney; Russ Pace, Director of Public Works; Mark Bly, Director of Power & Light; Brenda Rickman, Commissioner of Revenue; Dinah Babb, Treasurer; Mark Carr, Interim Emergency Services Director; Robert Porti, Interim Police Chief; Dan Howe, Downtown Franklin Association Director; and Samara Green-Bailey, Programs Specialist

Other Staff in Attendance: Leesa Barnes, Acting Secretary, recording minutes

CALL TO ORDER

Frank Rabil, Mayor, called the April 8, 2019 Regular City Council Meeting to order.

CITIZEN'S TIME

Speaker One

Emily Gyoker, Kathara Spa; of 516 North Main Street, Franklin, Virginia 23851. Mrs. Gyoker is the owner of Kathara Spa. She recently moved her business from Courtland to Franklin. She stated the Downtown Franklin Association (DFA) assisted her with advertising, business listing and marketing. She added the support of the DFA was key to starting this new chapter of her business. She stated without the DFA's support this endeavor would have failed miserably. DFA is at its best in twenty years.

Speaker Two

Jackie Newsome of 251 South Main Street is the owner and operator of Jack Jr's Towing Service and Auto Repair. She is also a DFA Board Member. She asked Council to reconsider the drastic withdrawal of \$35,000.00 from DFA funding. She added this cut may jeopardize the ability for the DFA's events to remain free or the events may have to be cancelled completely. Mrs. Newsome stated DFA is not just an event organization. The very successful Start-Up Downtown Franklin Program was brought to fruition by DFA. She added the Board of Directors of the DFA love this city, if we did not we would not have given over 2500 hours to it last year. The DFA should be thought of as an investment to the City.

Speaker Three

Kathy Pittman, Star Point Title, LLC of 207 South Main Street She informed Council she chose Downtown Franklin to start her new business, because of its history, traffic and beautiful scenery it has to offer. She added the grants that the DFA offer are great for a start-up business. She asked Council to please reconsider the budget cuts to the DFA in order that businesses such as Star Point Title, LLC can flourish in the Downtown Franklin area.

Speaker Four

Bobby Tyler of North Main Street, stated this budget cut that the City wants to make to the DFA is causing him considerable concern. Every City Council person has supported DFA since 1985 without fail. What is happening? The property owners voluntarily voted to pay additional taxes to support Downtown Main Street. What other organization seeks the same level of support year after year and does what the DFA does. DFA is the heart of Franklin. It is the DNA of this City. DFA volunteers manage the Farmers Market, Fall Festival, We – B – Jamming, Downtown Trick or Treating and the Christmas Activities for our community at no charge. These activities reach others, extending beyond our City's borders. He added if you have the raise taxes to fully fund this organization then please do it.

Citizen Five

Juanita Richards, owner of Richwood Graphics located at 213 North Main Street. She is also the Coordinator of the DFA. She stated the City has welcomed six (6) winners from the Start-Up Program. All of these winners received funds to start or expand their businesses. She informed Council in 2017, DFA awarded \$11,000.00 to 14 business and property owners. In 2018, DFA awarded \$17,930.00 to businesses for improvements for 24 businesses and property owners. So far in 2019, DFA has awarded \$9,225.00 to 13 businesses and property owners for improvements. She asked the City Council to please reconsider this budget cut to DFA in order that they can provide more assistance to future businesses to help our City grow.

Citizen Six

Cheryl A. Stepp, Downtown Franklin Association's President, and DFA Organization Committee Chair; She stated people have visited our City from Norfolk, Portsmouth, Virginia Beach, Ahoskie and Petersburg just to attend the DFA Committee's Fund Raising Events. Some of these people visit other stores and restaurants in the Downtown Franklin Area. She stated without city funding, We – B – Jamming, Fall Festival, Halloween Trick or Treat, Christmas Parade and the Downtown Christmas Open House events are in severe jeopardy of not taking place. Mrs. Stepp asked City Council to please reconsider resending all of these funds.

AMENDMENTS TO AGENDA

Mayor Rabil asked if there were any amendments to the Agenda.

There were no Amendments to the Agenda.

CONSENT AGENDA

Approval of the March 18, 2019, Work Session Minutes

Mayor Rabil asked if there were any additions or corrections to the March 18, 2019, Work Session Minutes.

There being none, Mayor Rabil asked for a motion of approval.

A motion of approval was made by Councilman Linwood Johnson.

The motion was seconded by Vice-Mayor Barry Cheatham.

The motion carried the vote by a 7-0 vote.

Approval of the March 25, 2019 Regular City Council Meeting Minutes

Mayor Rabil asked if there were any additions or corrections to the March 25, 2019, Regular City Council Meeting Minutes.

There being none, Mayor Rabil asked for a motion of approval.

A motion of approval was made by Councilwoman Wynndolyn Copeland.

The motion was seconded by Councilman Linwood Johnson

The motion carried the vote by a 7-0 vote.

Approval of the March 28, 2019 Work Session Minutes

Mayor Rabil asked if there were any additions or corrections to the March 28, 2019 Work Session Minutes.

There being none, Mayor Rabil asked for a motion of approval.

A motion of approval was made by Councilman Linwood Johnson.

The motion was seconded by Councilman Bobby Cutchins.

The motion carried the vote by a 7-0 vote.

Proclamation for National 911 Telecommunication Week

Vice-Mayor Barry Cheatham read the Proclamation for National 911 Telecommunication Week and made a motion that this Proclamation is to proclaim that the second full week of April 2019, will be National 911 Telecommunication Week.

The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by a 7-0 vote.

FINANCE

Finance Budget Amendment Franklin City Public Schools

This Budget Amendment is where the Franklin City School Division is requesting the following categorical transfer from account #250-4-6000-0001, which is the Instruction Account in the amount of \$122,000.00 to account number #250-4-6000-0011 for technology purposes.

Councilman McLemore asked who would benefit from this Budget Amendment.

Tracy Spence, Finance Director answered her understanding was this Budget Amendment would be benefitting the students.

Mayor Rabil asked if there was any desired action required by Council.

There being none, Mayor Rabil asked if there was any desired action required by Council.

There being none, Mayor Rabil asked for a motion of approval.

A motion was made by Councilman Benny Burgess to approve the Finance Budget Amendment for Franklin City Public Schools.

The motion was seconded by Councilman Gregory McLemore.

The motion carried the vote by a 6-1 vote.

The votes were as follows:

Mayor Frank Rabil	NAY
Vice-Mayor Barry Cheatham	AYE
Councilman Linwood Johnson	AYE
Councilman Bobby Cutchins	AYE
Councilwoman Wynndolyn Copeland	AYE
Councilman Gregory McLemore	AYE
Councilman Benny Burgess	AYE

OLD / NEW BUSINESS

Memorandum of Understanding / Virginia Main Street and Downtown Franklin Association

City Manager Jarratt informed Council that the City of Franklin has been a designated Main Street Community since 1985. This Memorandum of Understanding is an agreement between the Department of Housing and Community Development and the Downtown Franklin Association. The City of Franklin's execution of this agreement is just to acknowledge the Downtown Franklin's Association's participation in the Virginia Main Street Program and acknowledge that the City will support their efforts to revitalize the identified Main Street Commercial District. The term of the agreement is for a period of two years and may be terminated by either party with thirty-day written notice prior to the effective date of termination. She added the City is just a third party to this agreement.

Mayor Rabil wanted clarification that this was a collaborative effort between DHCD and Main Street.

Dan Howe, Director of Downtown Franklin Association answered this is a standard template for all Virginia Main Streets, that the City cannot change.

Mayor Rabil asked if there were any questions.

There being none, Mayor Rabil asked for a motion to execute the proposed Memorandum of Understanding.

A motion to execute the proposed Memorandum of Understanding was made by Vice-Mayor Cheatham.

The motion carried the vote by a 7-0 vote.

Letter of Agreement Between City of Franklin and the Downtown Franklin Association

City Manager Jarratt informed Council the Letter of Agreement between the City of Franklin and the Downtown Franklin Association (DFA) has been in place since 2002. The Letter of Agreement outlines the commitments by the City of Franklin to the Downtown Franklin Association and the Downtown Franklin Association to the City of Franklin. Exhibit A is a list of specific performance metrics to be utilized to evaluate DFA. This was previously discussed in November of 2018 and tabled at that time.

Mayor Rabil asked if there were any questions.

There being none, Mayor Rabil asked for a motion of Acceptance of the Letter of Agreement Between City of Franklin and the Downtown Franklin Association.

A motion was made by Councilman Benny Burgess to authorize Mayor Rabil and City Manager Jarratt to sign and execute the Letter of Agreement Between City of Franklin and the Downtown Franklin Association.

The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by a 7-0 vote.

Two Hour Parking Ordinance

City Manager Jarratt reviewed the Two Hour Parking Limit being enforced in the Downtown Franklin area. She explained that recently the Police Department has been receiving an overwhelming number of calls and complaints regarding individuals violating the Two-Hour Parking Ordinance. Council requested this item be placed on the agenda due to public discussion.

The FSEDI conducted a parking survey that was completed by residents, downtown businesses and property owners and patrons of local stores. The results of the survey are below:

Total Number of Businesses Asked:	33
In Favor of Two-Hour Parking:	13 (39.39%)
Not in Favor of Two-Hour Parking:	15 (45.45%)
No Clear Opinion:	5 (15.5%)

City Manager Jarratt informed Council the reason for putting this on the agenda was to determine if Council wanted the City to keep enforcing the Two-Hour Parking Ordinance.

Mayor Rabil asked for a motion regarding enforcement of the Two Hour Parking Ordinance.

A motion was made by Councilman Gregory McLemore to remove the Two Hour Parking Ordinance.

The motion was seconded by Councilwoman Wynndolyn Copeland.

The motion carried the vote by a 5-2 vote.

The votes were as follows:

Mayor Frank Rabil	AYE
Vice-Mayor Barry Cheatham	NAY
Councilman Linwood Johnson	AYE
Councilman Bobby Cutchins	AYE

Virginia Retirement System Long Term Care Agreement

City Manager Jarratt informed Council the Virginia Retirement System has offered an opportunity for Council to adopt an employee-paid long-term care insurance program through Genworth Life Insurance Company. If the City of Franklin chooses to adopt the program, the agreement must be signed and postmarked by June 14, 2019.

Mayor Rabi asked for a motion to authorize the execution of the required documents and participation by the City of Franklin employees.

A motion was made by Councilwoman Wynndolyn Copeland to authorize the execution of the required Documents and participation by the City of Franklin employees.

The motion was seconded by Councilman McLemore.

The motion carried the vote by a 7-0 vote.

Franklin Redevelopment Housing Authority Resolution

City Manager Jarratt informed Council this item was placed on the Agenda at the request of City Council. This City Charter allows City Council to place two City Council members on the Franklin Redevelopment Housing Authority Board. She added the Resolution presented would appoint Councilman Gregory McLemore and Councilman Linwood Johnson on the Franklin Redevelopment Housing Authority Board.

Mayor Rabil asked for a motion of acceptance.

A motion was made by Councilman Bobby Cutchins to nominate Councilman Gregory McLemore and Councilman Linwood Johnson to serve a four-year term as Commissioners on the Franklin Redevelopment Housing Authority Board.

The motion was seconded by Councilwoman Wynndolyn Copeland.

The Motion carried the vote by a 7-0 vote.

City Manager Jarratt stated she would notify Mr. Page, Director of the Franklin Redevelopment Housing Authority Board of this decision.

City Manager's Report

City Manager Jarratt also added at the request of City Council, she has reached out to Mr. Page to request a joint meeting between the Franklin City Council and the Franklin Redevelopment Housing Authority Board. Mr. Page has provided the date of May 16, 2019 at 6:00 p.m. or 7:00 p.m. She asked Council to check their calendars to see if this date will be agreeable with everyone.

City Manager Jarratt shared a Weatherization Application with Council. Project Homes is now the sponsor this service. This company is located in Richmond, Virginia and the telephone number 804 233-2837 for citizens interested to start their applications over the phone.

City Manager Jarratt informed Council on the following updates concerning the Budget Process:

- April 14, 2019 Release Advertisement for Public Hearing
- April 22, 2019 6:00 p.m. – Tentative Budget Work Session (as necessary)
7:00 p.m. – Public Hearing (s) on the FY 2019 -2020 Proposed Budget
- April 29, 2019 City Council Considers action on School Board Budget
- May 13, 2019 City Council Considers Action on FY 2019 – 2020 Budget, Sets Tax Rates and Adopt Budget Resolutions

City Manager Jarratt informed Council that staff met with Davenport to discuss preparation for the costs of Southampton County Courthouse. Davenport would like to schedule one hour discussions with each of you on April 15th and 16th.

City Manager Jarratt updated Council on the following upcoming events:

- April 27, 2019; Franklin Cruise In Kick Off, Vintage Fair and Automotive Swap Meet in the Downtown Franklin. Franklin's Market on Main will be open from 9:00 a.m. to 5:00 p.m.
- April 27, 2019; Franklin Garden Tour / Tickets are available at local area businesses
- May 9, 2019; Small Business Appreciation Cookout sponsored by the Franklin Southampton Economic Development, Inc. will be held at the fairgrounds

COUNCIL / STAFF REPORTS ON BOARDS / COMMISSIONS

Councilman Linwood Johnson informed Council there will be a news release in the future about the Virginia Food Bank. They have been awarded a \$300,000.00 grant. Hopefully this will be launched in the spring to supply the City of Franklin with fresh fruits and vegetables. There is a 27% food deficit in this area.

CLOSED SESSION

Mayor Rabil asked for a motion to go into Closed Session.

Councilwoman Wynndolyn Copeland moved that the Franklin City Council meet in closed session to discuss appointments to boards and commissions; to discuss assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officer, appointees, or employees of any public body; to discuss a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its' facilities in the community; to discuss the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; and, consultation with the City Attorney, employed by the City, regarding specific legal matters requiring legal advice pursuant to Virginia Code Section 2.2 – 3711 (A) (1) (3), (5) & (8).

ADJOURNMENT

The April 8, 2019 Regular City Council Meeting ended at 7:52 p.m.

Mayor

Clerk to City Council



**Building Safety Month
May, 2019
Proclamation**



Whereas, our City is committed to recognizing that our growth and strength depends on the safety and economic value of the homes, buildings and infrastructure that serve our citizens, both in everyday life and in times of natural disaster, and;

Whereas, our confidence in the structural integrity of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

Whereas, these guardians are dedicated members of the International Code Council, a U.S. based organization, that brings together local, state and federal officials that are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work, play, and;

Whereas, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities’ largely unknown protectors of public safety—our local code officials—who assure us of safe, efficient and livable buildings that are essential to America’s prosperity, and;

Whereas, “**No Code. No Confidence.**” the theme for Building Safety Month 2019, encourages all Americans to raise awareness of the importance of safe and resilient construction; fire prevention; disaster mitigation, and new technologies in the construction industry. Building Safety Month 2019 encourages appropriate steps everyone can take to ensure the safety of our built environment, and recognizes that the implementation of safety codes by local and state agencies has saved lives and protected homes and businesses, and,

Whereas, each year, in observance of Building Safety Month, Americans are asked to consider the commitment to improve building safety and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW, THEREFORE, I, Frank M. Rabil, Mayor of the City of Franklin, do hereby proclaim the month of May 2019 as Building Safety Month. Accordingly, I encourage our citizens to join with their communities in participation in Building Safety Month activities.

Date: _____

Mayor

ATTEST: _____

Clerk

BUDGET AMENDMENT 2019-14

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FRANKLIN, VIRGINIA that the 2018-2019 City Budget is hereby amended to transfer unspent appropriations related to the Joint Water & Sewer Authority with Southampton County to the City Water & Sewer Capital Fund for Sewer System Improvements:

		2018-2019	AMENDED	INCREASE
		BUDGET	BUDGET	(DECREASE)
501	WATER & SEWER FUND			
	EXPENSES			
44112-3140	Engineering Services	\$70,000	\$15,000	\$55,000
93100-9380	Transfer to Capital Projects	674,980	729,980	(55,000)
				<u>\$0</u>
601	CAPITAL FUND-WATER & SEWER			
	REVENUES			
41050-9480	Transfer from Water & Sewer	\$674,980	\$729,980	\$55,000
				<u>\$55,000</u>
	EXPENDITURES			
94000-8246	Sewer System Improvements	\$371,780	\$476,208	\$104,428
94000-8302	Engineering Services & Fees	50,000	572	(49,428)
				<u>\$55,000</u>

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

Clerk to the City Council



April 17, 2019

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Sale of the Camp Family Homestead

Background

The Franklin City Council will conduct a Public Hearing pursuant to Virginia Code Section 15.2-1800 (B) at its regular meeting to be held regarding the sale of property known as “The Camp Family Homeplace” situated on 2.215 acres of land located at 221 Homestead Road, Franklin, Virginia 23851 owned by the City of Franklin. The property is listed in the Virginia Landmarks Register and the National Register of Historic Places. The property is subject to an easement in perpetuity granted to the Commonwealth of Virginia, Virginia Board of Historic Resources, for the purposes of preserving the historic and architectural features of the house.

The City has identified no future City use for this property and directed staff to move forward with the process to sell the house.

Needed Action

Hold a public hearing and authorize the sale of the Camp Family Homestead.



April 2, 2019

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Budget Public Hearing FY 2019-2020

Background

The City's General Fund has experienced significant challenges over the past several fiscal years. In previous years the general fund budget was balanced utilizing debt service reserve funds obtained when the City of Franklin initially restructured their debt in 2010. These funds were depleted in FY 2015-2016 budget. As was shared in previous budget work sessions, the 2018-2019 budget was balanced utilizing \$286,020 from the water, sewer, and solid waste, and \$677,000 in savings from freezing positions. In prior years, there were valiant and concerted efforts aimed at maintaining the current tax rate. It is acknowledged, however, absent strategic and incremental tax increases paired with growth of the tax base maintaining the levels of services that the citizens of Franklin are accustomed to will not be possible.

Management is presenting a structurally balanced budget in the wake of fiscal challenges which are to a great extent, beyond the City's control. The balanced budget proposal was achieved without eliminating direct services to Franklin residents; but necessitating an increase in the real estate tax rate for the first time since July 1, 2015. The City of Franklin is resilient even with faced with what may appear as insurmountable challenges. Management remains optimistic about Franklin's future and knows that as a team we can move the City of Franklin forward.

The Proposed General Fund budget is a decrease of \$635,229 or 2.62% below the FY 2018-2019 amended budget. The proposed General Fund Budget is \$23,590,006. During recent years, the City has evaluated programs and services and identified ways to improve efficiency without significantly reducing service levels directly impacting residents and customers. Efficiencies have been achieved across all departments and at this point, in order to maintain essential services, an increase in the revenue stream is necessary.

Included in the presented budget are the filling of several long vacant positions which is consistent with the City Council's top priorities. However, please also note that even with the proposed tax revenue increase, staff is not able to recommend full staffing in the Franklin Police Department, E-911 Department, Fire and Emergency Services and Public Works. As mentioned previously a variety of positions have been frozen and positions throughout the City have been eliminated. Level funding for Franklin City Public Schools is included in the draft budget.

In consideration of the aforementioned, management recommended the real property tax rate increase to \$1.03 per \$100.00 of real property valuation for FY 2019-2020. City Council voted to advertise a \$.06 increase which would increase the real estate rate to \$1.05. Despite the increase, the City remains among the lowest city tax rates in the region. A goal of City Council is certainly to minimize the tax burden. Recommending this increase in the tax rate was a very difficult task in this challenging budget year and represents management's concerted effort to balance the budget in accordance with City Council's desire to minimize the tax burden on Franklin property owners. There were a number of factors that contributed to it being very difficult to keep rates and fees as low as possible this year. The justification for the real property tax rate recommendation is detailed throughout the budget proposal that follows with the most significant factors being the desire of Council to no longer rely on funding from the various Enterprise Funds. It is also recommended to increase the meals tax by 0.5% and to increase the cigarette tax by \$0.10. All other tax categories are recommended to remain unchanged.

The Fuel Adjustment rate did come in lower than projected. The impact is shared on the following chart.

Needed Action

Conduct the Public Hearing. Budget adoption is scheduled for May 13th at 7:00 p.m. in Council Chambers.

SUMMARY 4-17-2019 with Actual FAC

Rate Class	kWh Average Usage	Average Bill 7-1-2018	Bill with Projected FAC 4-1-2019	Bill with Actual FAC 4-1-2019
Residential	1000	\$128.39	\$125.39	\$124.62
Residential	1300	\$166.91	\$163.01	\$162.01
Small General Service - single phase - three phase	1003 2162	\$114.20 \$241.41	\$111.19 \$234.92	\$110.42 233.26
Medium General Svc - Intermediate - single phase - three phase	7,699 8,803	\$1,020.54 \$1,118.50	\$997.45 \$1,092.09	\$991.52 \$1,085.32
Medium General Svc - Demand - single phase - three phase	25,611 32,889	\$2,331.15 \$3,153.62	\$2,254.31 \$3,054.95	\$2,234.59 \$3,029.63
Large General Svc	186,368	\$16,474.63	\$15,915.52	\$15,772.02
Municipal Svc - single phase - three phase	1032 17,407	\$130.26 \$1,944.90	\$127.16 \$1,892.68	\$126.37 \$1,879.28
Church and Synagogue - single phase - three phase	1492 4,392	\$184.81 \$599.02	\$180.33 \$585.84	\$179.19 \$582.46



Office of the City Manager
Amanda C. Jarratt

April 18, 2019

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: City Manager's Report

Open Positions Update

- Interviews for the position of Director of Parks and Recreation were held March 5th and March 7th. These are being delayed due to the budget process.
- The Director of Human Resources is scheduled to start on April 22nd
- A Police Chief is scheduled to be interviewed on April 19th.
- The next wave of advertisements will include the Fire Chief and Finance Director.
- Airport Manager Jimmy Gray submitted his retirement effective June 20, 2019

Budget Process

- May 13, 2019* City Council Considers Action on FY 2019-2020 Budget, Sets Tax Rates and Adopt Budget Resolutions.

General Update

- City Council had their session with Davenport regarding long term capital needs and the Courthouse costs on April 16th. Please send me any follow up questions.
- A local nonprofit organization has agreed to coordinate a celebration of the July 4th holiday on July 3rd. This will require some City support that is currently unbudgeted.

Upcoming Community Events

- The Franklin Cruise In Kick Off, Vintage Fair, and Automotive Swap Meet is scheduled for April 27th in Downtown Franklin. Franklin's Market on Main will be open from 9:00 a.m. to 5:00 p.m. in conjunction with this event.
- The Franklin Garden Tour is scheduled for April 27th. Tickets are available at local area businesses.
- The Small Business Appreciation Cookout sponsored by Franklin Southampton Economic Development, Inc. is scheduled for May 9th at the fairgrounds. Please let me know if you are available to serve.