



Franklin County

A Natural Setting for Opportunity

AGENDA

FRANKLIN COUNTY BOARD OF SUPERVISORS

TUESDAY, MAY 15, 2012

- 1:30 P.M. Call To Order, Chairman David Cundiff
- 1:31 Invocation, Supervisor David Cundiff
- 1:32 Pledge of Allegiance, Supervisor Bobby Thompson
- 1:33 Presentation to Bill Jacobsen, Carilion Franklin Memorial Hospital Administrator
REF: 1. 60th Anniversary Resolution of Appreciation
- 1:35 Public Comment
- Matthew Grey - Animal Control Leash Law
 - Mark Stugelmeyer - 1st Amendment Rights
 - David Gresham - Non-Denominational Prayers
- 1:44 CONSENT AGENDA (REQUIRES ACTION)
- REF: 1. Approval of Accounts Payable Listing, Appropriations, and Minutes for April 17 & 24, 2012
2. Amateur Radio Week (**See Attachment #1**)
3. County Code Chapter 18-14 - Landfill Tipping Fees (**See Attachment #11**)
4. Updated Guidelines for Use of The Franklin Center (**See Attachment #7**)
5. Library Fees (**See Attachment #16**)
6. Recreation Commission Appointment - Boone District - Rick Arrington (Term Expires 6/30/2015) (**See Attachment #3**)
7. Storage/Maintenance Building (**See Attachment #10**)
8. 2012-2013 Tourism Micro Grant Awards (**See Attachment #17**)
9. Tractor Supply Rabies Clinic (**See Attachment #13**)
10. Request for Public Hearing to Amend County Code Chapter 20-3 (**See Attachment #8**)
11. Animal Adoption Fee Increase (**See Attachment #9**)
12. Va. Office of EMS Training Grant (**See Attachment #14**)
13. Governing Body Resolution for Grant (**See Attachment #15**)
14. VRS Resolutions (**See Attachment #19**)
15. May GBS/CIDP Awareness Month (**See Attachment #22**)
16. Penhook Recreational Field Request (**See Attachment #24**)

RICHARD E. HUFF, II

COUNTY ADMINISTRATOR

1255 FRANKLIN STREET, SUITE 112

ROCKY MOUNT, VIRGINIA 24151

(540) 483-3030

www.franklincountyva.org

- 1:45 Neil Holthouser, Director of Planning & Community Development
REF: 1. Comprehensive Plan Conformance Review for Prime Tower Development - Beech Mountain Road (**See Attachment #18**)
2. Potential ordinance amendment governing use of abandoned Manufactured Homes as storage buildings (**See Attachment #20**)
- 2:00 Dr. Charles Lackey, Superintendent of Schools
Lee Cheatham, Director, Business & Finance, School System
REF: 1. FY'2012-2013 Budget Request (**See Attachment #25**)
- 2:20 Bill Overton, Sheriff
REF: 1. Sheriff's Department Overview (**See Attachment #12**)
- 2:35 Vincent Copenhaver, Director of Finance
REF: 1. Health Participation Benefits Policy (**See Attachment #26**)
- 2:45 Jack Murphy, Architect, Thompson & Litton
REF: 1. Courthouse Security (**See Attachment #21**)
- 3:15 Richard E. Huff, II, County Administrator
REF: 1. Health Insurance Renewal Plan (**See Attachment #27**)
2. Extension of Wastewater Service Area (**See Attachment #23**)
3. Other Matters
- 3:45 Other Matters by Supervisors
APPOINTMENTS:
❖ Dan River ASAP (Term Expires 6/30/2012) (**See Attachment #2**)
❖ Piedmont Community Services Board (Term Expires 6/30/2012)
❖ Planning Commission (Term Expires 6/30/2012) (**See Attachment #4**)
❖ Social Services (Term Expires 6/30/2012) (**See Attachment #5**)
- 4:00 Request for Closed Meeting in Accordance with 2.2-3711, a-1, Personnel, a-3, Acquisition of Land, a-7, Consult with Legal Counsel and a-29, Contracts, of the Code of Virginia, as Amended.

Certification of Closed Meeting in Accordance with 2.2-3712 (d), of the Code of Virginia, as Amended.

- 5:00 Recess for Dinner
- 6:00 Call To Order, Chairman David Cundiff
- 6:01 Recess for Previously Advertised Public Hearings as Follows:

PETITION FOR REZONE - Petition of William F. & Carolyn C. Gerrow, Amanda C. Clift & Ashley G. Allred-Petitioner/Owners to rezone five parcels consisting of a total of +/- 23.979 acres, from R-1, Residential Suburban Subdivision District, to A-1, Agricultural District. The subject property is located on the south side of Lakewood Forest Road, east of Shoreline Marina Circle, in the Gills Creek District of Franklin County, and is further identified as Tax Map # 30, Parcels # 87, 87.1, 87.1A, 87.1B, & 88.1. The Future Land Use Map of the 2025 Comprehensive Plan for Franklin County identifies this area as appropriate for Low Density Residential uses, with an anticipated residential density range of one to two dwelling units per acre. The existing R-1 zoning category allows a maximum residential density of 1.25 units per acre in the absence of public water and sewer; and a maximum residential density of 5.8 units per acre where public water and sewer are present. The proposed A-1 zoning category allows a maximum residential density of 1.25 units per acre, with a density bonus up to 1.5 units per acre under residential cluster development standards. The application for rezoning does not specify a residential density for this property. (Case # REZO-2-12-9677)

PETITION FOR REZONE - Petition of Bank of Botetourt, Petitioner/Owner, requesting a rezone to amend previously-approved proffers for property consisting of +/- 1.53 acres, currently zoned B-2, Business District General. The subject property is located at 6960 Booker T. Washington Highway, in the Union Hall District and is identified in the Franklin County Real Estate Tax Records as Tax Map # 28, Parcel # 128. The property was rezoned in August 1988 from A-1, Agricultural District, to B-2, Business District General, with proffers. The applicant is now requesting to delete all proffers associated with this property. The Future Land Use Map of the adopted 2025 Comprehensive Plan for Franklin County identifies this area as a Village Center, which does not prescribe a specific density. The B-2 zoning category allows for residential apartments in association with businesses, but does not specify a residential density range. The application for rezoning would remove any proffers associated with this property. (Case # REZO-3-12-9870)

PUBLIC NOTICE

In accordance to Section 33.1-70.01 of the Code of Virginia, Franklin County Board of Supervisors and the Virginia Department of Transportation have jointly formulated a budget for the expenditure of improvement funds for the next fiscal year as well as to update the current Six-Year Secondary Roads Improvement Program based on projected allocation of funding.

In accordance with this section of the Code of Virginia, the Franklin County Board of Supervisors has established a time of **6:00 P.M., on Tuesday, May 15, 2012**, in the Board of Supervisors Meeting Room in the Franklin County Government Center, 1255 Franklin Street, Suite 104, Rocky Mount, Virginia to allow for public comment. A copy of the proposed Six-Year Plan and priority listing for the upcoming fiscal year is available for review in (1) the Office of Finance at 1255 Franklin Street, Suite 111, Rocky Mount, Virginia, and at (2) www.franklincountyva.gov, under "In the Spotlight." (**See Attachment #6**)

Call To Order and Action As Deemed Appropriate from Public Hearings & Adjournment Thereafter

RISE & SHINE GUESTS FOR MAY ARE LELAND MITCHELL & RICK

FRANKLIN COUNTY, VIRGINIA, PROCLAMATION

WHEREAS, Amateur Radio operators are celebrating over a century of the miracle of the human voice broadcast, as well as Morse code, over the airwaves; and

WHEREAS, Amateur Radio has continue to provide a bridge between peoples, societies and countries by creating friendships and the sharing of ideas; and

WHEREAS, Amateur Radio Operators have also provided countless hours of community services both in emergencies and to other local organizations throughout these decades; and

WHEREAS, these Amateur Radio's services are provided wholly uncompensated; and

WHEREAS, the commonwealth of Virginia also recognized the services Amateur Radio's people also provide to our many Emergency Response organizations, including Franklin County American Red Cross and the Franklin County Department of Public Safety; and

WHEREAS, these same individuals have further demonstrated their value in public assistance by providing free radio communications for local parades, bike-a-thons, walk-a-thons, fairs and other charitable public events; and

WHEREAS, Franklin County, Virginia, recognizes and appreciates the diligence of these "hams" who also serve as weather spotters in the Blacksburg Skywarn program of the US Government Weather Bureau; and

WHEREAS, Amateur Radio once again proved it undisputed relevance in the modern world in 2005 by providing emergency communications when other systems failed in the devastation of Hurricanes Katrina and Rita in the USA and in the Tsunami catastrophe overseas; and

WHEREAS, the American Radio Relay League (ARRL) is the leading organization for Amateur Radio in the USA; and

WHEREAS, the ARRL Amateur Radio Field Day exercise will take place on June 23-24, 2012, and is a 24-hours emergency preparedness exercise and demonstration of the Radio Amateur's skills and readiness to provide self-supporting communications without further infrastructure being required; now

THEREFORE, WE, THE BOARD OF SUPERVISORS, of Franklin County, Virginia, do hereby officially recognize and designate June 18-24 as

**Amateur Radio Week
In Franklin County, Virginia**

Signed

Title _____

SEAL

Harry W. Weiss, Jr.
Franklin County Amateur Radio Club
2873 Haw Patch Road
Ferrum, VA 24088
ka3nzs@aol.com
540 365 7831

Sharon Tudor, MMC
Clerk, Franklin County Board of Supervisors
1255 Franklin St. - Suite 112
Rocky Mount, VA 24151

May 1, 2012

Subject: Invitation to observe the FCARC display of Emergency Communications 23 June

As a representative of the Franklin County Amateur Radio Club (FCARC), I am writing to cordially invite you to meet with the Amateur Radio operators of your community and members of the FCARC at the Franklin County Recreation Park, 2150 Sontag Road (Road 619), Rocky Mount, Virginia, 24151, on 23 June, 2012, between 2 pm and 9 pm. This is the National Field Day for Amateur Radio operators. Throughout the United States, ham radio operators will be setting up radio station in unusual locations and making contact with others as a display of their emergency communications capabilities.

In the past year alone, ham radio's people have made headlines with their work in the wildfires, floods, storms, tornadoes, and other crises. The hams provide emergency communications (EMCOMM) for many government and civic organizations in disasters. In addition, they provide supplemental communications when normal systems are rendered inoperable or overloaded. Hams have been called (and correctly), "The people behind the curtain that made the heroes look good."

Like most communities, Franklin County doesn't expect a major emergency. But they happen, and losing communications quickly can turn an emergency into a real disaster.

We will be inviting the press to drop by, and will have brochures, information packets and other materials made available through the American Amateur Radio League, the national association for Amateur Radio, explaining our work.

I hope that this plan meets with your approval and look forward to your visiting this event. It should be fun and is also a validation to the hundreds of Amateur Radio volunteers who have spent thousands of hours providing EMCOMM, public service work, and other benefits throughout our community and region. If you need more information or would like to confirm your visit please contact me at the phone number or e-mail address above.

It would be very much appreciated if you could mention our Field Day exercise during the week of 17 June. It will go a long way towards attracting people to the event. Thank you in advance.

Sincerely,



Harry Weiss - KA3NZR
(Previously KA8HW, in Misawa, Japan, 1983-85)
FCARC Representative

ARTICLE VII – POWERS OF THE POLICY BOARD

This Board shall have the following powers:

- a. To oversee and be responsible for the operation of the Program.
- b. To monitor the development of and approve all programs necessary for the successful and efficient operation of Dan River ASAP.
- c. To appoint, supervise and, if necessary, terminate the Executive Director, fix compensation and prescribe powers and responsibilities in keeping with the Commission on VASAP Policy and Procedure Manual.
- d. To establish staffing needs and authorize expenditure of funds as compensation therefore.
- e. To establish policy in connection with the expenditure of all funds available through the appropriation and collections of the Program.
- f. To monitor the development of and approve an annual budget to assure fiscal responsibility in the expenditure of funds collected by the Program. To approve line item transfers within the annual budget pursuant to requests of the Executive Director and to meet the needs of the Program.
- g. To direct the Executive Director to secure an annual state or independent audit of all financial records of the Program.
- h. To contract with and monitor any person, corporation, agency, or entity, public or private, meeting the qualifications of the Commission on VASAP Policy and Procedure Manual and the Code of Virginia for the furnishing of educational, analytic or alcohol/drug treatment, or other program services.

A Policy Board member of Dan River ASAP meets quarterly - March, June, September and December. The meetings are currently held at "The Dutch Inn" in Collinsville at 6:00pm dinner, and 6:30pm for the meeting. Dan River ASAP pays for the dinner

Brandt Gawor
245 Farmington Road
Hardy, VA 24101
540-263-0107

(Term Expires 6-30-2013)

Mr. Tom Webster
Post Office Box 81
Boones Mill, VA 24065

(Term Expires 6-30-2012)

Tammy Williams
Executive Director
Dan River ASAP
147 Deer Run Road
Danville, VA 24540
danrasap@gamewood.net
(434) 791-5331 (T)
(434) 791-5437 (F)

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**RECREATION COMMISSION MEMBERS
AS OF 5-15-2012
3-YEAR TERMS**

Recreation Advisory Commission Members (RAC)

The objective of the RAC shall be to function as an advisory body to the Franklin County Department of Parks and Recreation and the Franklin County Board of Supervisors. Granted in February of 1994, the Franklin County Board of Supervisors passed legislation to allow the operational structure of the Parks and Recreation Department to be jointly administered in the following capacity:

- By recommending the establishment of relevant policies for the development and enhancement of recreational programs and park facilities.
- By assisting the Department and the Board in improving relationships between the community and the Department through civic, business, and other community representatives within their respective districts.
- By providing an additional resource for evaluating existing and proposed Departmental programs and facilities.
- By assisting the Director in development of strategic plans for implementation of long-term goals and objectives to meet anticipated community needs.
- By providing the Director with general advice on the operation and implementation of both programming and recreational facilities.

Each member of the RAC shall be appointed by the Board and shall be elected in the following manner: one (1) member shall be appointed from each electoral district; provided that one (1) member shall be appointed at large; irrespective of his/her residence within any particular electoral district. The Board may modify the requirement for appointment by electoral district for original appointments to the RAC. The RAC meets once a month (the Thursday after the month's first Tuesday.)

Mr. Freeman Witcher 300 Mount Carmel Road Rocky Mount, Virginia 24151	SNOW CREEK DISTRICT	6/30/2015
Reba Dillon 6051 Burnt Chimney Road Wirtz, Virginia 24184	GILLS CREEK DISTRICT	6/30/2014
Mr. Al Flora (Unexpired term of Jonathan Crutchfield) 695 Dugwell Road Boones Mill, VA 24065	BLACKWATER DISTRICT	6/30/2013
Greg Davis 266 Morgan Clay Drive Glade Hill, VA 24092 483-4102	UNION HALL DISTRICT	6/30/2015
Richard Arrington 2544 Poteet Road Hardy, Virginia 24101 721-2868	BOONE DISTRICT	6/30/2015

Douglas K. Beatty
465 Mountain Top Drive
Rocky Mount, Virginia 24151

ROCKY MOUNT DISTRICT 6/30/2014

Mr. Gary Holden
110 Dusty Hill
Ferrum, VA 24088

BLUE RIDGE DISTRICT 6/30/2014

Kay Saleeby
85 Forest Hill Road
Rocky Mount, Virginia 24151
483-1678

AT LARGE MEMBER 6/30/2013

PLANNING COMMISSION MEMBERS & TERMS
Updated 4-23-2012
4-YEAR TERMS

James M. Colby
 80 Coveport Place
 Moneta, Virginia 24121
 540-719-2760 (home)

Gills Creek District
Term Expires: 3-31-2016

C. W. Doss, Jr.
 484 Twin Creeks Drive
 Ferrum, Virginia 24088
 540-365-2678 (home)

Term Expires: 6-30-2016

Edmund C. (Doc) Law
 130 Mountain Avenue
 Rocky Mount, Virginia 24151
 540-483-9695 (home)

Rocky Mount District
Term Expires: 3-31-2014

Wendy Ralph
 265 Hampton Drive
 Union Hall, Virginia 24176
 540-576-3085 (home)

Union Hall District
Term Expires: 6-30-2016

Sherri Mitchell
 6061 Sontag Road
 Rocky Mount, Virginia 24151
 540-857-2020 3xt 5107 (work)
 540-483-7000 (home)
 e-mail: sherrie.mitchell@va.gov

Snow Creek District
Term Expires: 6-30-2014

Earl Webb Vice-Chairman
 151 Graveyard Knob Road
 Callaway, VA 24067
 540-489-5270 (work)
 e-mail: ewebb@swva.net (do not send large mail)

Blackwater District
Term Expires: 6-30-2012

Angie McGhee
 24935 Virgil Goode Highway
 Boones Mill, Virginia 24065
 540-334-2020 (work)
 540-537-5918 (cell)
 e-mail: McGheeRealtor@aol.com

Boone District
Term Expires 3-31-2014

***Each term is for 4 years**

**SOCIAL SERVICES BOARD MEMBERS
AS OF 4-17-2012
4 YEAR TERMS**

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The Franklin County Department of Social Services provides both financial and social work services that are administered according to State and Federal regulations. The purpose of the Department is to provide assistance to meet basic needs, promote self reliance, strengthen families, and provide protection for County residents through community based services.

The Franklin County Board of Social Services is made up of seven members with one member from each magisterial district in the county, usually including one representative from the County Board of Supervisors. Members are appointed by the Board of Supervisors for a term of four years unless they are filling an unexpired term created by a vacancy on the Board. A member may serve no more that two full terms consecutively.

The Board is required by Virginia Code to meet at least bimonthly, and generally meets monthly on the fourth Tuesday of the month at 3:30 p.m.

Board member are expected to

- >Faithfully attend board and committee meetings.
- >Familiarize themselves with the programs, goals, and objectives of the local department.
- >Develop local personnel or other policies where needed if no State or Federal policies exist.
- >Take an active interest in issues of social services.
- >Avoid the hint of conflict of interest and clarify and enhance the public image of the Department.

Wendie W. Dungan 217 Dudley Road Union Hall, Virginia 24176	UNION HALL DISTRICT	6/14
Danny Agee 545 Hempfield Road Callaway, Virginia 24067	BLACKWATER DISTRICT	6/13
Charles Wagner 330 Riverview Street Rocky Mount, VA 24151	ROCKY MOUNT DISTRICT BOARD REPRESENTATIVE	6/16
Pat Strike 5044 Alean Road Boones Mill, VA 24065	BOONE DISTRICT	6/12
Howard Ferguson 161 Mount Carmel Road Rocky Mount, VA 24151	SNOW CREEK DISTRICT	6/16
Benson Beck 520 Waverly Lane Moneta, Virginia 24121	GILLS CREEK DISTRICT	6/14
Martha H. Bowling 9249 Franklin Street Ferrum, Virginia 24088	BLUE RIDGE DISTRICT	6/13

social services board/commission

FRANKLIN COUNTY
Board of Supervisors

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Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u> FY2013-2018 Secondary Six Year Plan (SSYP)</p> <p><u>SUBJECT/PROPOSAL/REQUEST:</u> Secondary System Construction Program for Secondary County Roads.</p> <p><u>STRATEGIC PLAN FOCUS AREA:</u></p> <p><u>Action Strategy:</u> N/A</p> <p><u>STAFF CONTACT(S):</u> Neil Holthouser; Lisa Cooper; VDOT-Lisa Gibson, Brian Blevins</p>	<p><u>AGENDA DATE:</u> May 15, 2012</p> <p><u>ITEM NUMBER:</u></p> <p><u>ACTION:</u> Yes</p> <p><u>INFORMATION:</u></p> <p><u>CONSENT AGENDA:</u></p> <p><u>ACTION:</u> <u>INFORMATION:</u></p> <p><u>ATTACHMENTS:</u> Yes</p> <p><u>REVIEWED BY:</u> <i>REH</i></p>
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BACKGROUND:

The State of Virginia requires the Board of Supervisors to review and adopt by resolution the Secondary Six Year Plan (SSYP) annually.

Funds for the Secondary Six Year Plan (SSYP) and the construction budget are derived from state and federal fuels taxes, vehicle title fees, vehicle sales tax and one-half cent of the State's general sales tax. The predictability of funding amounts is greatly dictated by the financial climate of the times and changes of funding levels by the federal government. Therefore, in dealing with construction funds, especially in the Secondary Six Year Plan (SSYP), VDOT is dealing with approximations or projections. The Secondary Six Year Plan is based on estimated funding which is provided by the Financial Planning Division of VDOT.

On March 28, 2012 staff supplied the Board of Supervisors with the adopted FY2012-2017 SSYP and draft FY2013-2018 SSYP for your review. On April 17, 2012 during the afternoon session of the Board of Supervisors, Mr. Brian Blevins, VDOT, presented the draft FY2013-2018 SSYP and answered questions concerning the Board of Supervisors.

DISCUSSION:

FY2013-2018 Secondary Six Year Plan (SSYP) has an estimated total amount over the next six years of \$1,073, 281.00.

The following projections will begin construction and may or may not be completed during the FY2012:

- Resurfacing of Fralins Road (Route 931)
- Resurfacing of Blue Bend Road (Route 709)
- Resurfacing of Leaning Oak Road (Route 728)
- Reconstruction/Rural Addition Big Oak Lane-

The following projections will begin construction and may or may not be completed in the FY 2013:

Bridge Replacement-Iron Bridge Road (Route 927)

Bridge Replacement-Alean Road (Route 687)

Resurfacing of Greenhouse Road (Route 839)

Resurfacing of Inglewood Road (Route 672)

With the number of projects being completed in the FY2012 and FY2013 there should be more funds available for next year's Secondary Six Year Plan (SSYP) to include additional projects.

RECOMMENDATION:

Staff respectfully requests that the Board of Supervisors to adopt by resolution the FY2013-2108 Secondary Six Year Plan (SSYP).

PUBLIC NOTICE

In accordance to Section 33.1-70.01 of the Code of Virginia, Franklin County Board of Supervisors and the Virginia Department of Transportation have jointly formulated a budget for the expenditure of improvement funds for the next fiscal year as well as to update the current Six-Year Secondary Roads Improvement Program based on projected allocation of funding.

In accordance with this section of the Code of Virginia, the Franklin County Board of Supervisors has established a time of **6:00 P.M., on Tuesday, May 15, 2012**, in the Board of Supervisors Meeting Room in the Franklin County Government Center, 1255 Franklin Street, Suite 104, Rocky Mount, Virginia to allow for public comment. A copy of the proposed Six-Year Plan and priority listing for the upcoming fiscal year is available for review in (1) the Office of Finance at 1255 Franklin Street, Suite 111, Rocky Mount, Virginia, and at (2) www.franklincountyva.gov, under "In the Spotlight."

"ALL REQUESTS FOR REASONABLE ACCOMMODATIONS DUE TO A DISABILITY SHOULD BE MADE TO SHARON K. TUDOR WITH AT LEAST A 48 HOUR NOTICE."

Sharon K. Tudor, MMC, Clerk
Franklin County Board of Supervisors

FRANKLIN NEWS POST:

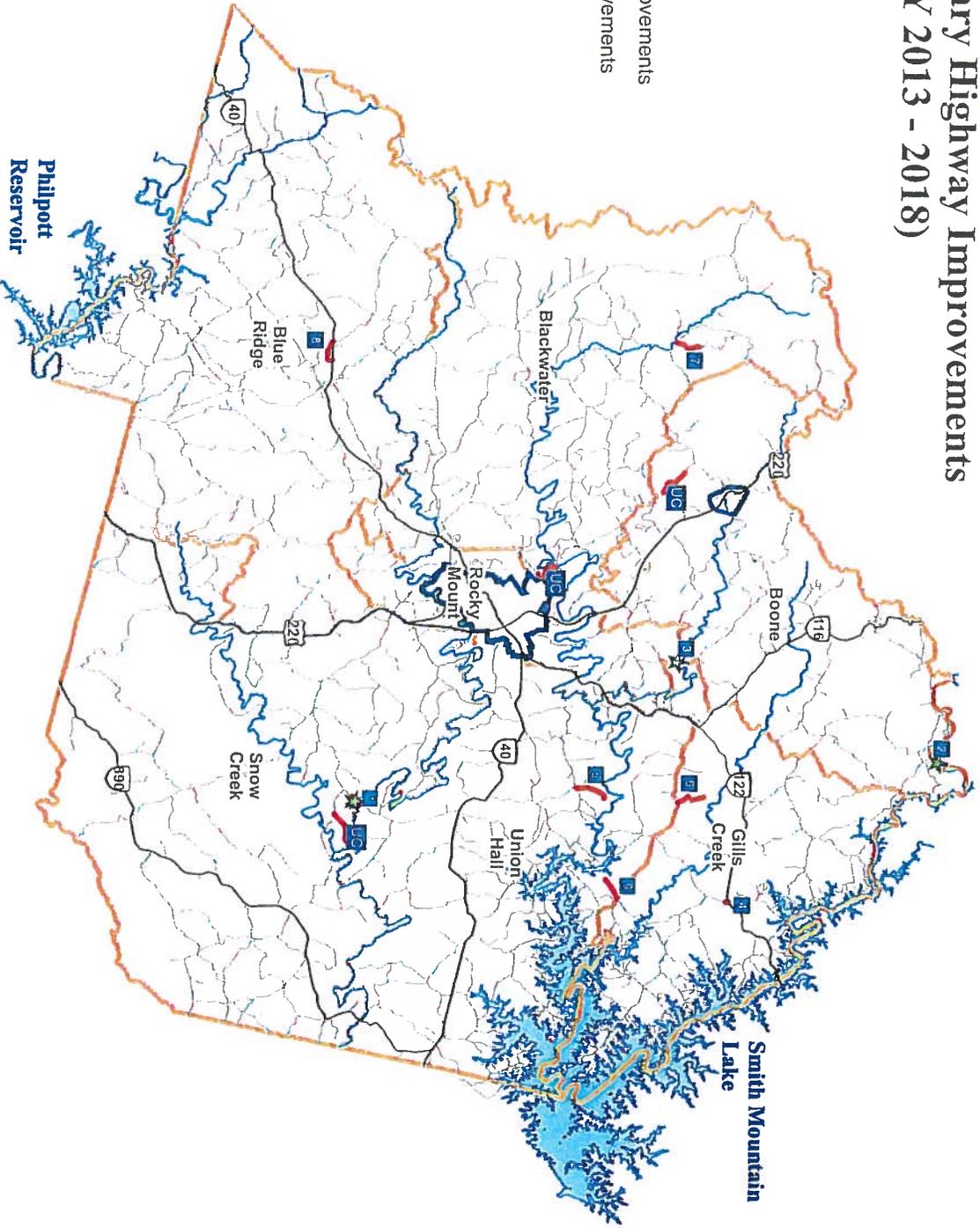
Please publish in your Friday, May 4 & 11, 2012 editions.

THANKS SO MUCH!!!!!!!!!!!!!!!!!!!!!!!

*Ant
4.17.2012*

Franklin County Six Year Secondary Highway Improvements (FY 2013 - 2018)

- Legend**
- Priority
 - ★ 6 Year Plan Bridge Improvements
 - 6 Year Plan Road Improvements



Date: 4/10/2012

Path: \\edfreesrv01\GISDATA\Working\GIS\planimg\Six_Year_Secondary_Hwy_Improvements\Six_Year_Secondary_Hwy_Improvements.mxd



Secondary System
Franklin County
Construction Program
Estimated Allocations

Fund	FY2013	FY2014	FY2015	FY2016	FY2017	FY2018	Total
Secondary Unpaved Roads	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TaleFee	\$165,041	\$181,648	\$181,648	\$181,648	\$181,648	\$181,648	\$1,073,281
Residue Parcel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STP Converted from IM	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal STP - Bond Match	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Formula STP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MG Formula	\$0	\$0	\$0	\$0	\$0	\$0	\$0
BR Formula	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Formula STP - Match	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal STP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$165,041	\$181,648	\$181,648	\$181,648	\$181,648	\$181,648	\$1,073,281

Board Approval Date:

Residency Administrator

Date

County Administrator

Date

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

DRAFT

Route	Project #	Description	Ad Date	Previous Funding	Additional Funding Required	PROJECTED FISCAL YEAR ALLOCATIONS							Balance to complete	Traffic Count Scope of Work FHWA # Comments		
						2012-13	2013-14	2014-15	2015-16	2016-17	2017-18					
RL0931	0931033739	Fralina Road	PE \$15,000	SSYP Funding Other Funding Total												
98424	RTE 931 - SURFACE TREAT NON-HARDSURFACED ROAD (RESURFACING)		RW \$0 CON \$263,190 Total \$278,190	\$278,190 \$0 \$278,190	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	150 Resurfacing 16005
No Plan	Intersection Ru 715 ESM		2/28/2012		\$0											\$0
RL0709	Blue Band Road		PE \$25,000													
98426	RTE 709 - SURFACE TREAT NON-HARDSURFACED ROAD (RESURFACING)		RW \$0 CON \$364,420 Total \$369,420	\$389,420 \$0 \$389,420	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Resurfacing 16005
No Plan	1.0 MI West Ru 919 0.05 Miles South Ru 812		2/28/2012		\$0											\$0
RL0720	Leaning Oak Road		PE \$25,000													
98431	RTE 728 SURFACE TREAT NON -HARDSURFACED ROAD (RESURFACING)		RW \$0 CON \$283,410 Total \$308,418	\$308,418 \$0 \$308,418	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Resurfacing 16005
No Plan	0.5 MI S Ru 739 1.4 MI S Ru 739		2/28/2012		\$0											\$0
RL0718	COLONIAL TURNPIKE		PE \$650,000													
59471	RTE 718 - BRIDGE REPLACEMENT APPROACHES & BRIDGE OVER PIGGS RIVER		RW \$220,658 CON \$5,095,983 Total \$5,966,041	\$1,725,032 \$265,066 \$1,990,098	\$3,976,543	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	601 Bridge Replacement w/o Added Capacity 14011 State funds - AC for future federal conversion.
RL0634	HARDY FORD BRDG		PE \$201,501													
50890	RTE 634 - FRANKLIN CO. APPROACH TO HARDY FORD BRIDGE		RW \$27,655 CON \$1,364,631 Total \$1,593,787	\$831,873 \$126,822 \$757,695	\$830,092	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	4100 Bridge Replacement w/o Added Capacity 14011
000200	SECONDARY - ONE HEARING DESIGN (GOES W/ID 58905 & 62650; ACTIVITIES ON 62650)		9/13/2016													Bridge and approach allocations are funded 50 / 50 % with Bedford County. PE funded in REDUX.

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

DRAFT

Board Approval Date:

2013-14 through 2017-18

Route	PPMS ID	Accomplishment Type of Funds	Priority #	Road Name	Project # Description FROM TO	Estimated Cost	Ad Date	PROJECTED FISCAL YEAR ALLOCATIONS										Balance to complete	Traffic Count Scope of Work FHWA # Comments			
								Previous Funding	Additional Funding Required	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18							
RL0687	04934	CONTRACT BROS	0003.00	ALEAN ROAD	0687033701	PE \$330,000 RW \$0 CONV \$1,044,524 Total \$1,374,524	3/13/2012	\$270,425		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	290	Bridge Replacement w/o Added Capacity	
RL0616	93277	CONTRACT STP	0004.00	Saugus Road	0616033727	PE \$69,088 RW \$48,100 CONV \$348,721 Total \$405,909	7/7/2015	\$390,524		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	8800	Reconstruction w/ Added Capacity
RL0039	99432	SAAP CONTRACT S	0007.00	Greenhouse Road	0039033742	PE \$74,071 RW \$0 CONV \$374,555 Total \$448,626	2/22/2013	\$409,045		\$38,781	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Resurfacing	
RL0672	98437	SAAP CONTRACT S	0008.00	Inglewood Road	0672033743	PE \$46,975 RW \$0 CONV \$235,217 Total \$282,192	2/22/2013	\$90,503		\$37,095	\$110,059	\$0	\$43,935	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Resurfacing	
RL0744	99459	SAAP CONTRACT		Webster Corner Road	0744033744	PE \$60,796 RW \$0 CONV \$305,944 Total \$366,740	2/20/2015	\$131,064		\$0	\$25,217	\$82,132	\$72,540	\$74,887	\$0	\$0	\$0	\$0	\$0	\$0	Resurfacing	
No Plan	0009.00	No Plan		Intersection of RTE 643	0.7 MI. N. of Rtd 673	PE \$0 RW \$0 CONV \$306,740 Total \$306,740	2/20/2015	\$131,064		\$0	\$25,217	\$82,132	\$72,540	\$74,887	\$0	\$0	\$0	\$0	\$0	\$0	Resurfacing	

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

DRAFT

Route		Road Name		Estimated Cost	Previous		Additional	PROJECTED FISCAL YEAR ALLOCATIONS								Balance to	Traffic Count
PPMIS ID	Accomplishment Type of Project	Project #	Description FROM TO	Ad Date	Funding	Other Funding	Funding Required	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	complete	Scope of Work		
Priority #	Length				Total	Total									Comments		
RL0748	Ferrum School Road	074803745	RTE 748 - SURFACE TREAT NON-HARDSURFACED ROAD (RESURFACING)	2/20/2015	\$0	\$0	\$230,467	\$28,593	\$25,200	\$55,009	\$64,869	\$56,796	\$0	\$0	Resurfacing 16005		
99460	SAAB CONTRACT				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
No Plan	0.1 MI S Rio 40				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
0010.00	Intersection of Rio 40				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
RL1068	Big Oak Lane	106803750	Big Oak Lane-Rural Addition FY11	4/30/2012	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Reconstruction w/o Added Capacity 6004		
99520	STATE FORCESHARED EQUIPMENT				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
No Plan	0.74 MI W/Rio 670 (Brt Chmy RD)				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
0011.00	Intersection of Rio 40				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
RL9999	Secondary Project Closeout Account - Salem				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
-11521					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
9999.99					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
RL0927	Iron Bridge Road	092703708	RTE 927 - BRIDGE REPLACEMENT (STR. 6358)	10/9/2012	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Bridge Replacement w/o Added Capacity 16004		
90039	CONTRACT				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
BROS	Intersection of Route 694				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
9999.99	Intersection of Route 40				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
RL4003	1204003		COUNTYWIDE RURAL ADDITIONS	3/1/2011	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Reconstruction w/o Added Capacity 16004		
100097	CONTRACT				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
S	VARIOUS LOCATIONS IN COUNTY				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
9999.99	VARIOUS LOCATIONS IN COUNTY				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	RURAL ADDITIONS - SECTION 33.1 -72.1. ROLLOVER OF FUNDS CAN BE FOR FIVE YEARS.		

DRAFT

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

District: Salomon
 County: Franklin County

Board Approval Date:

2013-14 through 2017-18

Route	PPMS ID	Accomplishment Type of Funds Type of Project Priority #	Road Name Project # Description FROM TO Length	Estimated Cost	Ad Date	Previous Funding	Additional Funding Required	PROJECTED FISCAL YEAR ALLOCATIONS								Balance to complete	Traffic Count	Scope of Work FHWA # Comments
								2012-13	2013-14	2014-15	2015-16	2016-17	2017-18					
RL4007	100107	S	1204007 COUNTYWIDE TRAFFIC SERVICES VARIOUS LOCATIONS IN COUNTY VARIOUS LOCATIONS IN COUNTY	PE RW COV Total	3/1/2011	\$0 \$251,412 \$0 \$251,412	(\$1,412)	\$40,572 \$0 \$40,572	\$10,572 \$0 \$10,572	\$10,572 \$0 \$10,572	\$34,239 \$0 \$34,239	\$39,965 \$0 \$39,965	\$40,000 \$0 \$40,000		0	Safety 10021	TRAFFIC SERVICES INCLUDE SECONDARY SPEED ZONES, SPEED STUDIES, OTHER NEW SECONDARY SIGNS	
RL4005	100176	S	1204005 COUNTYWIDE ENGINEERING & SURVEY VARIOUS LOCATIONS IN COUNTY VARIOUS LOCATIONS IN COUNTY	PE RW COV Total	3/1/2011	\$0 \$7,587 \$0 \$7,587	\$242,413	\$30,000 \$0 \$30,000	\$10,000 \$0 \$10,000	\$10,000 \$0 \$10,000	\$10,000 \$0 \$10,000	\$10,000 \$0 \$10,000	\$10,000 \$0 \$10,000		0	Preliminary Engineering 10015	MINOR SURVEY & PRELIMINARY ENGINEERING FOR BUDGET ITEMS AND INCIDENTAL TYPE WORK.	

FRANKLIN COUNTY
Board of Supervisors



Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

<p>AGENDA TITLE: <i>Updated Guidelines for Use of The Franklin Center</i></p> <p>SUBJECT/PROPOSAL/REQUEST: <i>The Franklin Center for Advanced Learning and Enterprise has been successfully received within the community. Guidelines have been developed to insure security and proper usage of the facility. The Franklin Center requests approval of the updated guidelines developed for facility usage.</i></p> <p>STAFF CONTACT(S): Mr. Huff, Mr. Whitlow & Mrs. Hodges</p>	<p>AGENDA DATE: 5-15-2012 ITEM NUMBER:</p> <p>ACTION: INFORMATION:</p> <p>CONSENT AGENDA: ACTION: YES INFORMATION:</p> <p>ATTACHMENTS: YES</p> <p>REVIEWED BY: <i>RS+H</i></p>
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BACKGROUND:

The Franklin Center for Advanced Learning and Enterprise opened August 13th, 2007. The facility has been successfully accepted and utilized by the training partners, community, and employers. Many customers and employers access services addressing issues relative to employment, training, and education. The center's success is reflective of the commitment and dedication of its partners. In addition to offering and expanding programs and services, the Franklin Center serves as a center of training and business that will enhance economic development for the county of Franklin. With the popularity of the building, updated guidelines have been drafted for your approval. (See attachment I.)

DISCUSSION:

With the successful demands for usage of The Franklin Center, it is imperative that guidelines are in place to insure the caretaking of the facility and generate moderate revenues to recover some costs of operations. In the following table, fees for comparable facilities in the region are available for your review. (See attachment II.)

The following rate increases are proposed for The Franklin Center:

Entity	Current Rate	Proposed Rate (per room)
Non-profit	\$25 half day, \$50 full day	\$ \$35 half day, \$100 full day
Business	\$50 half day, \$100 full day	\$ \$100 half day, \$200 full day
Weekend Rate (all groups)	Closed	\$350 plus hourly custodial rate

The cost recovery fee increases will assist with replacement of LCD projector bulbs (approximately \$300 each), usage of TFC equipment and repairs/replacements, technical assistance, custodial supplies, and other building expenses. With the budget reductions that have been implemented, this additional source of revenue will assist in maintaining services at The Franklin Center. Such suggested user fee increases were supported by the Board during recent, budget work sessions with such new revenues included in the recently adopted FY '12-'13 Budget.

RECOMMENDATION:

Staff respectfully requests the Franklin County Board of Supervisors to approve the County Administrator and staff to update guidelines for facility usage, thereby increasing user fee rates at the Franklin Center with an effective date of July 1, 2012.



The Franklin Center of Advanced Learning & Enterprise Room/Equipment Reservation Request Form

50 Claiborne Avenue Rocky Mount, VA 24151 Phone: 540-483-0179 Fax: 540-483-1297 E-Mail: StaceyJones@franklincountyva.org Internet: http://www.thefranklincenter.org/

Company Name _____

Reservation No: _____

Contact Name _____

Client Number: _____

Address _____

Issued Date: _____

City, State, Zip _____

Fiscal Year: _____

Work Phone: () _____

Cell Phone: () _____

Email: _____

Name of the Meeting or Event: _____ Total Hours: _____

Facilities Reserved: _____ Date: _____ Activity Time: _____ to _____

Description of Event & Notes: _____

Room Rental Rates:

Table with 2 columns: Entity, Rate (per room). Rows include Non-profit, For Profit Business, and Weekend Rate (all groups).

**The Franklin Center is closed on weekends; however, special workforce training and educational classes will be considered on a case by case basis. Please contact the Executive Director at (540) 483-0179 for more information. Note that weekend rates are for Friday evenings and Saturdays only.

Number of rooms to be reserved _____ at \$ _____ per room for a total of \$ _____ due.

Please note: Rental fees must be paid at least 48 business hours in advance of your event or reservation will be cancelled.

Seating:

Please list the approximate number of people attending: _____

Furniture plan layout code (multipurpose rooms only): _____

Please note: Furniture may not be moved by anyone other than TFC staff. Furniture arrangement plans can not be changed by Franklin Center staff the day of the event.

Video Conferencing - If your organization needs a video conference room, please provide the following information:

IP address for Video Conference (if needed): _____

Please Note: A date and time to test audio/visual technology in advance of event to ensure compatibility and correct performance must be scheduled with staff at time of reservation.

Coffee & Refreshment Service:

The Franklin Center can provide you with a list of local caterers for your meeting/event.

Parking:

Parking is available in our lot with additional parking across Claiborne Avenue. Anyone driving vehicles towing trailers must park across the street in the overflow parking lot. Lessee is responsible for enforcing parking regulations with their participants.

LESSEE SIGNATURE: _____ DATE: _____

SPACE RENTAL AGREEMENT

To be eligible to use the facilities of The Franklin Center for Advanced Learning & Enterprise, your program or function must:

1. Have a clearly identifiable continuing education component, or otherwise
2. Be related to the teaching, economic development, workforce development, and/or public service missions of the Center.

Please check all that apply to your event:

<p style="text-align: center;"><u>AUDIO/VISUAL EQUIPMENT**</u></p> <p><input type="checkbox"/> C/D player</p> <p><input type="checkbox"/> computer</p> <p><input type="checkbox"/> multimedia projector</p> <p><input type="checkbox"/> conference call originating</p> <p><input type="checkbox"/> conference call receiving</p> <p><input type="checkbox"/> Internet connection</p> <p><input type="checkbox"/> microphone</p> <p><input type="checkbox"/> cable connection</p> <p><input type="checkbox"/> screen</p> <p><input type="checkbox"/> TV/VCR</p> <p><input type="checkbox"/> VCR w/ projector</p> <p><input type="checkbox"/> Video Conference connection</p> <p style="text-align: center; background-color: yellow;">**Please note that Franklin Center equipment/technology must <u>not</u> be moved without staff approval.</p>	<p style="text-align: center;"><u>FURNISHINGS**</u></p> <p><input type="checkbox"/> A/V table</p> <p><input type="checkbox"/> display table</p> <p><input type="checkbox"/> easel (check for availability)</p> <p><input type="checkbox"/> flip chart stand only</p> <p><input type="checkbox"/> head table</p> <p><input type="checkbox"/> panel table</p> <p><input type="checkbox"/> panel chairs</p> <p><input type="checkbox"/> podium</p> <p><input type="checkbox"/> registration table</p> <p><input type="checkbox"/> refreshment table</p> <p><input type="checkbox"/> sign holder</p> <p style="text-align: center;"><u>REFRESHMENTS & COFFEE</u></p> <p>Local Catering Contacts (available upon request)</p> <p>Vending machines available on site</p>
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1. Is this your first visit to our facility? Yes No

2. How did you hear about our facility? Newspaper Brochure Business Associate Other

3. Why did you choose our facility over others? _____

I am authorized to act on behalf of this organization, and I am authorized to reserve space and services for the event as described in the estimate. I understand that charges will be made for the facilities and services described unless this reservation is cancelled in writing not less than **two business days** prior to the program. I hereby certify that the proposed program meets the criteria specified above and will abide by the terms and conditions of The Franklin Center Space Rental Agreement set forth on the reverse side and incorporated by reference herein. Terms and conditions set out on attached pages 3-4 are herein included and made a part of this agreement.

Signature of Authorized Organizational Representative

Date

Print Name

Title

Sign and return the Agreement to:
The Franklin Center for Advanced Learning & Enterprise
50 Claiborne Avenue, Rocky Mount, VA 24151

Terms and Conditions of

**The Franklin Center for Advanced Learning & Enterprise
Space Rental Agreement**

Lessee agrees to abide by the following terms and conditions:

Distance Learning and Computer Classrooms: Rental of Distance Learning and Computer Classrooms include technical support from The Franklin Center Technical staff. Classroom equipment must be operated by or under close supervision of TFC staff. The Franklin Center will permit _____ to utilize TFC's local area network (LAN) and computer equipment for, training, education and access to the Internet. _____ Shall have responsibility to secure its own computer system used in TFC facilities, including hardware and software, and the information therein against caused by viruses or any other destructive agent. TFC makes no representations as to the security of its LAN, which is offered, to users for their convenience. Sending, receiving, viewing, downloading, or displaying illegal materials and graphics which may reasonably be construed as obscene is prohibited. TFC disclaims all warranties, express and implied, whether based in contract, tort, strict liability or otherwise, including all implied warranties of merchantability or fitness for a particular purpose, with regard to the LAN and all of its computer hardware and software relied upon or used by _____. TFC does not warrant that the use of the LAN or other equipment will be uninterrupted. In no event shall TFC be liable for lost profits or any special, incidental or consequential damages.

Rooms and Rental Policy: Space will be assigned based on set-up requirements and the expected number of participants. **The Franklin Center reserves the right to reassign function rooms as needed to ensure maximum efficiency and client service.** Meeting rooms must be vacated promptly on schedule or an additional rental charge may be assessed.

Furniture: Furniture may not be moved by anyone other than TFC staff.

Copies & Faxes: Copy services are available in the Resource Room at a cost of \$.25 per black & white copy, \$1.00 per color copy (exact change required). Faxes for business and educational purposes are free up to 5 pages including coversheet. A fee of \$.25 per page will apply thereafter (exact change required).

Liability Policy: Liability for Personal Property of Lessee. The Franklin Center shall not be responsible for the loss or damage to personal property of the Lessee resulting from theft, fire, or any other cause.

Children: If childcare cannot be obtained, children who attend **meetings** must remain with their parents for constant supervision. Children should be accompanied by the parent to the restroom. No children are allowed in educational classes.

Smoking Policy: The Franklin Center is a non-smoking facility. **Lessee must use the designated smoking area near the tennis courts. Signs are posted. It is the responsibility of the Lessee to enforce this policy with their attendees.**

Open Flames: Candle burning and other open flames are not permitted in the facility at anytime with the exception of sterno burners for food products.

Rates Policy: Rates are subject to change each fiscal year and at other times by action of the Board of Supervisors.

Billing Policy: Lessees of The Franklin Center agree to pay in advance all applicable charges for use of the center facilities and services. Payment must be received no later than two (2) business days before the scheduled event or the reservation will be forfeited.

Indemnification: To the extent permitted by law, Lessee shall indemnify and hold The Franklin Center harmless from and against any and all liability for property damage or personal injuries resulting from or in any way connected with, the condition or use of the premises covered by this Agreement, except liability for personal injuries or property damage caused solely by the negligence or willful misconduct of The Franklin Center.

Care of premises. At the conclusion of this Agreement, Lessee shall remove all of its property and any litter from the premises when no custodian is on duty. Lessee shall maintain the premises in at least as good condition as that in which they were delivered, allowing for ordinary wear and tear. Lessee shall be liable for any damage to the premises caused by Lessee or Lessee's employees, agents, representatives or invitees. If extra cleaning is required as a result of your event, there will be a \$50 housekeeping surcharge invoiced after the event. If the building or equipment is damaged, the lessee will be responsible for 100% of the repair bill.

LESSEE SIGNATURE: _____ **DATE:** _____

Definition: "The Franklin Center" or "TFC" as used in this Agreement shall mean The Franklin Center for Advanced Learning & Enterprise and its member institutions and the officers, employees, agents, and representatives of the Authority and its member institutions.

Cancellation Fees: Cancellation fees for events may be imposed with the following schedule:

Cancellation notice must be provided 48 business hours or more in advance of the event to be able to reschedule or forfeit 100% of the fee. Note: Rescheduled events should take place within 6 months of originally scheduled date. If an event is cancelled and a refund is desired, lessee must request the refund in writing within 10 business days.

Security: Security is the responsibility of the Lessee.

LESSEE SIGNATURE: _____ DATE: _____

Attachment II: Fee Comparison Table

	Roanoke Higher Ed Center	Abingdon Higher Ed Center	South Boston Higher Ed Center
Conference Rooms			
Large Conference Room	Hour/Day \$53/\$374	Seats 66 to 88 \$300	
Medium Conference Room	Hour/Day \$48/\$317	Seats 20-30 \$60	
Auditorium	Hour/Day \$108/\$600	Seats 100 \$220	capacity 85 (no tables) Profit \$40 hr Non profit \$100 per day
Computer Labs			
Classroom Classroom (38 students/1 teacher)-4 hours or less	Hour/\$194 Person/Day \$50/\$461	30 station lab \$540	24 to 32 capacity Profit groups \$ 20 hr. Non profit \$50 per day
Small Computer Classroom (12 students/1 teacher)		18 station lab \$400	
Small Computer Classroom (12 students/1 teacher)-4 hrs or less	Hour \$115		
Audio/Visual Equipment			
Laptop PC	Event \$50		
LCD Video Projector	Event \$75		
Podium w/Mic.	Event \$50		
27" TV and DVD/VCR Combo	Event \$50		

Abingdon Higher Ed Center

GRAND HALL:

Entire Hall

- Seats 1200 theater or 600 banquet style \$1200

1/3 of Grand Hall

- Seats 300 theater or 100 banquet style \$400

4 back breakout rooms

- Each room seats 40 theater or 20 banquet style
- Breakout rooms can be combined as needed \$60 each

TIERED EXECUTIVE AUDITORIUM:

- Seats 105 \$ 220

CLASSROOM/CONFERENCE ROOM:

- Seats 45-60 \$120

CLASSROOM/CONFERENCE ROOM:

- Classrooms are usually available until 4:00 p.m.
- Seats 16-24 \$ 60

LARGE CLASSROOM/CONFERENCE ROOM:

- Seats 66 classroom style or 88 banquet style \$ 300

COMPUTER LABS:

- 30-station computer lab \$540
- 18-station computer lab \$400

Roanoke Higher Ed Center

Type	Description	Room #	Square Ft.	Unit	Pricing
Conference Rooms					
	Main Conference Room	212	2100	Hour/Day	\$94/\$533
	Claude Moore Auditorium	CMEC	1778	Hour/Day	\$108/\$600
	Large Conference Room	115D	1095	Hour/Day	\$50/\$360
	Large Conference Room	408	1302	Hour/Day	\$53/\$374
	Large Conference Room (classroom style)	413	1260	Hour/Day	\$53/\$374
	Large Conference Room	412	1115	Hour/Day	\$53/\$374
	Large Conference Room	409	1112	Hour/Day	\$53/\$374
	Medium Conference Room	403	882	Hour/Day	\$48/\$317
	Small Conference Room	417	505	Hour/Day	\$36/\$252
	2 nd Floor Lobby			Hour/Day	\$30/\$120
Computer Lab					
	Small Computer Classroom (12 students/1 teacher)	419	393	Person/Day	\$50/\$461
	Small Computer Classroom (12 students/1 teacher) - 4 hours or less	419	393	Hour	\$115
Audio/Visual Equipment					
	Laptop PC			Event	\$50
	LCD Video Projector			Event	\$75
	Podium w/ Mic			Event	\$50
	27" TV and DVD/VCR Combo			Event	\$50
	Tabletop Podium			Event	\$10
	Overhead Projector			Event	\$25
	ELMO Visual Presenter			Event	\$25
	Slide Projector			Event	\$25
	Camcorder w/ Tripod			Event	\$25
	Telephone Rental			Event	\$10 per phone
Services					
	Phone Conference Setup			Event	\$20
	Phone Conference Service				Invoiced per event
	Long Distance Charge				Invoiced per event
	Video Conference - IP only - ISDN is NOT available.			Hour	\$55
	IT Services			Hour	\$55
Other					
	Stage Riser			Event	\$75
	Flip Chart			Event	\$25



Franklin County
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EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u> <i>ELIMINATION OF REAL ESTATE & PERSONAL PROPERTY AMNESTY INTEREST</i>	<u>AGENDA DATE:</u> <i>MAY 15, 2012</i> <u>ITEM NUMBER:</u>
<u>SUBJECT/PROPOSAL/REQUEST</u> <i>AUTHORIZATION TO ADVERTISE FOR PUBLIC HEARING TO AMEND SECTION 20-3 OF THE COUNTY CODE</i>	<u>ACTION:</u> <u>INFORMATION:</u> <u>CONSENT AGENDA:</u> <i>YES</i> <u>ACTION:</u> <u>INFORMATION:</u>
<u>STRATEGIC PLAN FOCUS AREA:</u> <u>Goal #</u> <u>Action Strategy:</u>	<u>ATTACHMENTS:</u> <i>YES</i>
<u>STAFF CONTACT(S):</u> <i>Messrs. Huff & Copenhaver & Mrs. Messenger & Mrs. Tudor</i>	<u>REVIEWED BY:</u> <i>RET</i>

BACKGROUND:

During the Tuesday, January 5, 2009, Board meeting, the Board of Supervisors held a public hearing regarding a grace period for interest on delinquent taxes paid on or after December 6, 2008 for 2008 and subsequent tax years.

No one spoke for or against the proposed amendment to the Code.

DISCUSSION:

On Tuesday, April 24, 2012, the Board of Supervisors adopted the County's proposed FY' 2012-2013 budget which in part included revenue contingent upon the amendment to County Code Section 20-3 as follows:

Any taxes due to Franklin County, whether such taxes be real property taxes or personal property taxes, which become delinquent on or after December 6, ~~2008 for the 2008 and subsequent tax years~~ shall accrue interest as set out in Section 20-3 of the Franklin County Code beginning ~~July 1st~~ January 1st of the year following the due date of the delinquent taxes.

~~Deleted Language~~

Amended Language

RECOMMENDATION:

Staff requests the Board to authorize staff to advertise for a public hearing during their June 19, 2012 meeting to amend County Code Section 20-3, as presented.

PUBLIC NOTICE

The Franklin County Board of Supervisors will hold a public hearing at approximately **6:00 P.M.**, on **Tuesday, June 19, 2012**, in the Government Center, Board of Supervisors Meeting Room located at 1255 Franklin Street, Suite 104, Rocky Mount, Virginia to consider the following proposed amendment to *Section 20-3: Interest on Unpaid Taxes* of the Franklin County Code:

ORDINANCE AMENDING **SECTION 20-3** BY AMENDING INTEREST ON UNPAID TAXES

Any taxes due to Franklin County, whether such taxes be real property taxes or personal property taxes, which become delinquent on or after December 6, ~~2008~~ ~~for the 2008 and subsequent tax years~~ shall accrue interest as set out in Section 20-3 of the Franklin County Code beginning ~~July 1st~~ January 1st of the year following the due date of the delinquent taxes.

A complete copy of the proposed ordinance amendment is available in the Finance Office, 1255 Franklin Street, Suite 104, Rocky Mount, Virginia 24151.

All requests for reasonable accommodations due to a disability should be made to Sharon K. Tudor, MMC, Clerk with at least a 48 hour notice.

All interested parties are encouraged to attend.

~~Deleted Language~~

Amended Language

SHARON K. TUDOR, MMC, CLERK
FRANKLIN COUNTY BOARD OF SUPERVISORS

FRANKLIN NEWS POST

PLEASE PUBLISH IN YOUR *FRIDAY, JUNE 1 & 8, 2012* EDITIONS.

FRANKLIN COUNTY
Board of Supervisors

9



Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u> Increase adoption fees for animals from county animal pound</p> <p><u>SUBJECT/PROPOSAL/REQUEST</u> Fee increase/Increase adoption fees from county animal pound</p> <p><u>STRATEGIC PLAN FOCUS AREA:</u> Goal # 4.3 Action Strategy: Establish service criteria based on the county comprehensive plan.</p> <p><u>STAFF CONTACT(S):</u> Messrs. Huff, Whitlow, Hatcher</p>	<p><u>AGENDA DATE:</u> May 15, 2012 <u>ITEM NUMBER:</u></p> <p><u>ACTION:</u> <u>INFORMATION:</u></p> <p><u>CONSENT AGENDA:</u> Yes <u>ACTION:</u> <u>INFORMATION:</u></p> <p><u>ATTACHMENTS:</u></p> <p><u>REVIEWED BY:</u> <i>RS</i></p>
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BACKGROUND:

The code of Virginia allows municipalities to adopt animals from the county animal pound in accordance with § 3.2-6546. The law does require the county animal pound to collect the required license fee for each animal adopted. The current adoption fee was established in April 2003 and has never been increased. All surrounding jurisdictions have established an adoption fee for animals adopted from the county pounds.

DISCUSSION:

The current adoption fee of \$10.00 was established in 2003 as a means to offset the expense of operating the animal pound. The fee generated \$1410 in revenue in FY 2010 – 2011. An increase in the fee from \$10.00 to \$25.00 per animal is estimated to generate an additional \$1860 annually. The county adoption specialist feels that increasing the adoption fee by \$15.00 will not have a serious impact on the adoption rates from the shelter. This suggested fee increase was supported by the Board during recent, budget work sessions with such new revenues included in the recently adopted FY '12-'13 Budget.

In order to finalize and implement the fee increase effective July 1, 2012, Section 4-62.1 of the county code will need to be amended. The proposed ordinance would read as follows if approved:

Sec. 4-62.1. - Adoption fees

There shall be collected by the county an adoption fee of *twenty-five* ~~ten~~ dollars (*\$25.00*) (~~\$10.00~~) for any dog or cat adopted from the pound.

RECOMMENDATION:

Staff respectfully recommends scheduling a public hearing for the June 19th Board meeting to consider amending Section 4-62.1 (Adoption Fees) of the County Code to increase the adoption fees for animals from the county pound as previously supported in the adopted FY '12-'13 Budget .

Surrounding Counties Adoption and Tag Fees

County	Adoptions Dogs	Adoptions Cats	Adoptions with Contracts	Co Tag Fee- spayed/neutered, 1 year	County Tag not spayed/neutered 1 year	3 year tag spayed/neutered	3 year tag - not spayed/neutered 3 year	Kennel Tag	Vicious or Hybrid	Duplicate Tag
Floyd	\$10	n/a	Yes	\$6	\$10			\$50 up to 20 dogs		
Bedford	\$60	\$40	Yes, 30 days to S/N, 10 days to vaccinate	\$5	\$10	\$15	\$30	up to 10 dogs, \$70 up to 20, \$105 up to 30, \$140 up to 40		
Henry	\$35 and \$75	n/a	No contract, all adoptions have been S/N, shots, microchips and \$75 includes heartworm test	\$3	\$5	\$9	\$15	\$20 up to 20, \$30 up to 50		
Martinsville City	Called 5 times and unable to get anyone to answer phone									
Patrick	\$32	\$22	Yes, 30 days to S/N or until maturity	\$3	\$10	\$9	\$30	\$35 up to 20 dogs	\$50	
Pittsylvania	\$40	n/a	Yes	\$5	\$5			\$40 up to 20, \$50 over 20 dogs	\$50	\$2
Roanoke City	All adoptions made thru Roanoke SPCA									
Roanoke County	All adoptions made thru Roanoke SPCA									
Franklin County	\$10	\$10	Yes, 30 days to Spay/Neuter or until mature.	\$4	\$10	N/A	N/A	\$15	\$50	\$1

FRANKLIN COUNTY
Board of Supervisors



Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u> Storage/Maintenance Area</p> <p><u>SUBJECT /PROPOSAL/REQUEST:</u> Request Board permission to develop construction documents for a central storage/utility use building.</p> <p><u>STAFF CONTACT(S):</u> Messrs. Huff, Thurman</p>	<p><u>AGENDA DATE:</u> May 15, 2012</p> <p><u>ITEM NUMBER:</u></p> <p><u>ACTION:</u> Yes</p> <p><u>CONSENT AGENDA:</u> Yes</p> <p><u>ATTACHMENTS:</u> No</p> <p><u>REVIEWED BY:</u> <i>REH</i></p>
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BACKGROUND:

The Department of General Properties is responsible for maintaining the physical property owned by the County. In addition to maintenance of buildings, grounds and equipment, the department is generally charged with storage of anything associated with general services (furniture, bulk purchases of office supplies, etc).

Currently we (the County) have very limited storage capabilities. The area utilized on Tanyard Road (basement area of the "West Campus" at Franklin County High School) contains approximately 5,500 square feet. This area is used by no less than ten (10) separate departments and is basically at full capacity. The area has been a topic of discussion for potential expansion of the "West Campus" as well.

In addition to a lack of adequate storage, General Properties currently has no place (inside) to perform minor maintenance on lawn mowers, etc. nor is there a space to house necessary equipment such as a table saw.

DISCUSSION:

General Properties has requested funding for the purpose of constructing a storage/maintenance building. The request for the exterior "shell" was approved and funds have been carried over with the project in mind. Approximately 18 months ago, the County had the opportunity to develop a "building pad" at a reasonably good price. This pad located behind the Government Center was built to accommodate a 6,000 square foot building.

As discussions have progressed, it has become apparent that a given amount of professional engineering services will be necessary as we proceed with plan development. The first phase of work which will include a finished building exterior is estimated to cost approximately \$130,000. Our procurement process will require that the project be advertised for the acceptance of competitive bids. In addition, the Town of Rocky Mount is requiring site plans, storm water management plans, etc. which must be provided by licensed professionals.

RECOMMENDATION:

Staff respectfully requests that the Board of Supervisors:

1. Give tentative approval for the Department of General Properties to move forward with plans to construct a 60'x100' storage/maintenance building on an existing building pad at the rear of the Franklin County Government Center.
2. Allow staff to accept proposals from a minimum of three (3) architectural/ engineering firms for related services to develop construction documents. Such professional services shall not exceed \$8,500.
3. Upon development and acceptance of such documents; receive competitive bids for the construction of a 6,000 square foot metal building.

Upon receiving such bids and provided all conditions are favorable (budget, qualified bidders, etc.) staff will appear before the Board again and make recommendations of a contractor and permission to move forward. Funding is available for the project in capital line item 30-0192 and is currently \$167,682.

FRANKLIN COUNTY
Board of Supervisors



Franklin County
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EXECUTIVE SUMMARY

<p>AGENDA TITLE: Adoption of new Landfill disposal fees pursuant to Section 18-14 of the Code of Franklin County</p>	<p>AGENDA DATE May 15, 2012</p>	<p>ITEM NUMBER:</p>
<p>SUBJECT/PROPOSAL/REQUEST: Resolution to change Landfill tipping fees</p>	<p>ACTION:</p>	<p>CONSENT AGENDA: Yes</p>
<p>STRATEGIC PLAN FOCUS AREA:</p>	<p>ACTION:</p>	<p>INFORMATION:</p>
<p>GOAL #: 1 – Meeting Citizen Needs</p>	<p>ATTACHMENTS: Yes</p>	<ul style="list-style-type: none"> • Tipping fee comparison of surrounding counties
<p>ACTION STRATEGY: Develop an appropriate fee structure to maintain the Landfill as an operating entity.</p>	<p>REVIEWED BY: <i>[Signature]</i></p>	
<p>STAFF CONTACT(S): Messrs. Huff, Sink, Moore</p>		

BACKGROUND:

Franklin County is served by a County maintained Landfill which meets the needs of its citizens. It was discussed during the budget worksession that based on the attached comparison, Franklin County's fees should be increased to offset some of the landfill expenses.

DISCUSSION:

Franklin County Code Chapter 18-15 – Disposal of Fees was last amended on June 15, 2004. Tipping fees were increased last on April 19, 2004 from \$28.00 to \$32.00 per ton. The current Code language states the following:

- (a) Fees associated with the disposal of waste using County facilities will be established by resolution of the Franklin County Board of Supervisors. Adjustments in fees may be recommended from time-to-time by solid waste management staff to the Board of Supervisors for their consideration, based upon current circumstances. Any fee schedule adopted by the Board of Supervisors will indicate the date of adoption and the most recently adopted fee schedule shall be prevailing charges for the items listed and approved.
- (b) The fees prescribed in this section shall be due and payable prior to the disposal of any solid waste enumerated

above and shall be collected by the superintendent of the Landfill prior to deposit at the Landfill. Corporate and/or regular users of the Landfill will be permitted to arrange a monthly payment procedure satisfactory to the County Administrator.

For the fiscal year ending June 30, 2012 it is projected that landfill operational costs only will be approximately \$1,400,000 with projected revenue of \$652,000. This results in an annual operational loss of \$748,000. Increasing the tipping fee \$5.00 per ton would generate approximately \$125,000 in additional revenues.

RECOMMENDATION:

It is respectfully recommended that the Board of Supervisors adopt a resolution increasing the tipping fees at the Landfill by \$5.00 per ton to \$37.00 per ton from the current \$32.00 per ton. The fee increase would be effective July 1, 2012. Signage has been put up and current commercial customers have been notified.

TIPPING FEE COMPARISON OF SURROUNDING COUNTIES

Location	Tipping Fees per ton	Transfer station location	Transfer station fees per ton
Franklin County	\$32.00	N/A	N/A
Bedford County	\$38.00	N/A	N/A
Botetourt County	<p>\$27.50 - contractors, construction sites, industrial plants and public agencies \$41.50 - noncompactible materials</p> <p>\$27.50 - household refuse deposited by dump trucks, flat bed trucks, front-load trucks and rear-load trucks</p> <p>\$51.00 - roll-off containers, roll-off compaction, front-load compaction container and rear-load compaction</p>	N/A	N/A
Floyd County	\$55.00	N/A	N/A
Henry County	N/A	First Piedmont	\$49.15
Montgomery County			
Pittsylvania County	\$41.00	N/A	N/A
Roanoke County	N/A	Botetourt	See Botetourt tipping fee rates

FRANKLIN COUNTY
Board of Supervisors



Franklin County
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EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u>	<u>AGENDA DATE:</u>	<u>ITEM NUMBER:</u>
OFFICE OF THE SHERIFF	MAY 15, 2012	
<u>SUBJECT/PROPOSAL/REQUEST</u>	<u>ACTION:</u>	<u>INFORMATION:</u>
BRIEF UPDATE		
<u>STRATEGIC PLAN FOCUS AREA:</u>	<u>CONSENT AGENDA:</u>	
<u>Goal #</u>	<u>ACTION:</u>	<u>INFORMATION:</u>
<u>Action Strategy:</u>	<u>ATTACHMENTS:</u>	
<u>STAFF CONTACT(S):</u>	<u>REVIEWED BY:</u> REX	
SHERIFF OVERTON		

BACKGROUND:

It is the desire of the Office of the Sheriff to keep members of the Board of Supervisors informed and updated as to crime trends, new programs and initiatives being developed and implemented by the Office of the Sheriff in order that Board members can respond informatively to possible questions and concerns from the citizens of our County.

DISCUSSION:

- ❖ *Command Staff*
- ❖ *Accreditation*
- ❖ *Sheriff's Citizen Academy*
- ❖ *Sheriff's Advisory Council*
- ❖ *VINE*
- ❖ *Medical Programs at the Jail*

FRANKLIN COUNTY
Board of Supervisors



Franklin County
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EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u> Rabies Clinic Request</p> <p><u>SUBJECT/PROPOSAL/REQUEST</u> Off site Rabies Clinic /approve rabies clinic request for Tractor Supply Store – U.S. Highway 220</p> <p><u>STRATEGIC PLAN FOCUS AREA:</u> Goal # 4.3 Action Strategy: Develop public/private partnership to control the spread of rabies within the county</p> <p><u>STAFF CONTACT(S):</u> Messrs. Huff, Whitlow, Hatcher</p>	<p><u>AGENDA DATE:</u> May 15, 2012 <u>ITEM NUMBER:</u></p> <p><u>ACTION:</u> <u>INFORMATION:</u></p> <p><u>CONSENT AGENDA:</u> Yes <u>ACTION:</u> <u>INFORMATION:</u></p> <p><u>ATTACHMENTS:</u> YES</p> <p><u>REVIEWED BY:</u> <i>REK</i></p>
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BACKGROUND: The prevention of the spread of rabies to humans through contact with companion animals is a primary objective for animal control. In 2012 the local health department has confirmed numerous cases of rabies in the area. Franklin County holds an annual rabies clinic each year in October in order to make rabies vaccinations conveniently available and affordable to dog and cat owners. In 2011, Tractor Supply opened a retail store on U.S. 220 in the Wirtz area. In August, they held a pet appreciation day event at the store for their customers. Company officials were able to secure the services of a local veterinarian to offer vaccinations at the event. In that event there were 250 vaccinations administered to companion animals.

DISCUSSION: In light of the success of the previous event, Tractor Supply has requested permission to conduct two additional events in 2012 at their store located at 58 Market Place Drive in Rocky Mount. The first event is planned for June and the second event is tentatively scheduled for October. The specific dates for these events are dependent upon company staffing levels and the availability of the sponsoring veterinarian. Rabies vaccination clinics for pets will reduce the potential spread of the rabies virus to humans by vaccinating companion animals. 3.2-651 of the Code of Virginia outlines the conditions that must be met prior to conducting a rabies clinic. It states that a canine or feline can only be vaccinated outside the controlled environment of a certified veterinary facility after meeting two conditions. First, approval must be granted by the local health department. Second, the local governing body must declare the holding of such a clinic is for the health, safety, and welfare of the citizens to reduce the potential threat of rabies transmission in the area. Tractor Supply plans to obtain permission from the health department if their request is approved by the Board of Supervisors.

RECOMMENDATION: Staff respectfully recommends that the Board of Supervisors approve the request from Tractor Supply to hold two rabies clinics at their store in June and October of 2012.

str1532 - Rocky Mount, VA

April 27, 2012

To Whom it may concern,

Tractor Supply would like to host a Rabies/Pet ID microchip Clinic at our Store in Rocky Mount. We would like to have approval for 2 dates the first to be in June and again in October 2012. Our first Rabies event was very successful with 250+ animals vaccinated. I see the future Clinics to be as well. We have continuous interest by patrons in the county for another clinic. This is our way of showing support to our community and our loving pets.

Thank You,

Cindy Furrow

Team Rocky Mount #1532

Trina Beverly~Store Manager

Cindy Furrow~Assistant Manager

AC Davis~Team Lead

Amber Gish~Team Lead

David Hunt~Receiver

"Rocky Mount Rocks"

4/27/2012

FRANKLIN COUNTY
Board of Supervisors



Franklin County
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EXECUTIVE SUMMARY

<p>AGENDA TITLE: Virginia Office of EMS training grant request.</p> <p>SUBJECT/PROPOSAL/REQUEST Office of EMS training grant opportunity/Accept grant funding and authorize purchase.</p> <p>STRATEGIC PLAN FOCUS AREA: <u>Goal # 3.2</u> <u>Action Strategy: Develop level of service standards for fire & EMS agencies.</u></p> <p>STAFF CONTACT(S): Messrs. Huff, Whitlow, Hatcher</p>	<p>AGENDA DATE: May 15, 2012</p> <p>ACTION:</p> <p>CONSENT AGENDA: Yes</p> <p>ACTION:</p> <p>ATTACHMENTS:</p> <p>REVIEWED BY: </p> <p>ITEM NUMBER:</p> <p>INFORMATION:</p> <p>INFORMATION:</p>
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BACKGROUND: Public Safety operates one of the only municipally operated advanced life support training centers in the state. The training center has provided locally available training classes to EMS providers that typically required travel to Roanoke, Lynchburg and Martinsville to obtain. Patient simulation equipment is required to conduct these courses in order for students to practice their clinical skills in a laboratory setting. Staff pursues grant opportunities when available, in order to obtain funds to purchase the equipment.

DISCUSSION: In March of this year, training staff applied for grant funding from the Virginia Office of Emergency Medical Services (OEMS) for training equipment. The grant is only offered to accredited training sites to purchase simulation manikins for training and requires no local matching funds. The training equipment will primarily be used to assist students in conducting clinical assessments during advanced life support courses offered by Public Safety.

On April 19th of this year the Office of Emergency Medical Services (OEMS) notified Public Safety staff that the grant had been awarded from the Emergency Medical Services Training Equipment Special Initiative Grant for Accredited Advanced Life Support Training Programs in the amount of \$105,029.33. The funds must be used to purchase a simulation manikin that can be programmed to mimic patient conditions during clinical assessment training. The manikin is available on state contract for purchase for the specified amount.

RECOMMENDATION: Staff respectfully recommends that the Board accept the grant funds awarded to Franklin County from the Virginia Office of Emergency Medical Services and approves the purchase of the training equipment from state contract.

(To Be Completed Once Funds are Awarded)

Governing Body Resolution

BE IT RESOLVED BY THE Franklin County Board of Supervisors
(Governing Body)

OF THE Franklin County Sheriff's Department *THAT*
(Name of Applicant)

Vincent K Copenhaver, *OR*
(Name or Title of Authorized Agent)

_____, *OR*
(Name or Title of Authorized Agent)

_____,
(Name or Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the named applicant, a public entity established under the laws of the State of Virginia, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and sub-granted through the State of Virginia.

Passed and approved this _____ day of _____, 20_____

Certification

I, _____, duly appointed and
(Name)

_____ of the _____
(Title) (Governing Body)

do hereby certify that the above is a true and correct copy of a resolution passed and approved by

the _____ of the _____ on the
(Governing body) (Name of Applicant)

_____ day of _____, 20_____.

(Official Position)

(Signature)

(Date)

FRANKLIN COUNTY
Board of Supervisors



Franklin County
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EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u> Increase of Library Fees</p> <p><u>SUBJECT/PROPOSAL/REQUEST:</u> Raise the rate of fees for overdue materials</p> <p><u>STRATEGIC PLAN FOCUS AREA:</u></p> <p><u>STAFF CONTACT(S):</u> Messrs. Huff, Moore, Bass</p>	<p><u>AGENDA DATE</u> May 15, 2012</p> <p><u>ACTION:</u></p> <p><u>CONSENT AGENDA:</u> Yes</p> <p><u>ATTACHMENTS:</u></p> <p><u>REVIEWED BY:</u> <i>RHX</i></p> <p><u>ITEM NUMBER:</u></p> <p><u>INFORMATION:</u></p>
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BACKGROUND:

- The purpose of late fees within the library system encourage patrons to return borrowed materials promptly.
- An additional benefit of late fees is the generation of income
- The library's late fees for all items except DVDs is 5 cents per day with a max of \$3.00
- The late fees on DVDs is currently 50 cents per day with a max of \$5.00
- The late fee schedule has been the same for many years and is one of the lowest in the state.

DISCUSSION:

- An increase in the past due fee schedule may encourage patrons to return items by the due date.
- An increased past due fee schedule will generate additional income for the library system to offset handling and processing of past due items.
- The amount of additional revenue will be partially determined by what affect the increased fees will have on the modification of patron behavior and compliance with library fee policy.

RECOMMENDATION:

It is respectfully recommended by staff that the Board of Supervisors adopt the following proposed fees for past due items effective July 1, 2012:

- Increase the past due fees (books) from 5c per day to 10c per day with a max of \$6.00
- Leave DVD past due fees at 50c per day but increase the max to \$6.00

This recommendation is in support of the adopted FY 2012-2013 budget and is estimated to increase library fees \$30,000.

FRANKLIN COUNTY
Board of Supervisors



EXECUTIVE SUMMARY

<p>AGENDA TITLE: 2012-2013 Tourism MicroGrant Awards</p> <p>SUBJECT/PROPOSAL/REQUEST: Review and approve staff recommendations for local Tourism MicroGrant Program awards</p> <p>STRATEGIC PLAN FOCUS AREA: <u>Community Facilities and Programs</u></p> <p>Goal # 2: <u>Public-Private Partnerships</u></p> <p>Action Strategy: <u>Identify private and faith-based partners for collaborative program and facility services</u></p> <p>STAFF CONTACT(S): Michael Burnette, Debra Weir</p>	<p>AGENDA DATE: May 15, 2012</p> <p>ACTION: X</p> <p>CONSENT AGENDA: ACTION:</p> <p>ATTACHMENTS:</p> <p>REVIEWED BY: REX</p>
	<p>ITEM NUMBER:</p> <p>INFORMATION:</p> <p>INFORMATION:</p>

BACKGROUND: The Franklin County Board of Supervisors annually makes small grants to organizations within the community for promotional expenses related to local projects and events. These funds assist organizations with marketing of their event or program, while at the same time assisting Franklin County in promoting itself to potential visitors. This year, \$20,000 has been set aside within the County's Tourism budget for these awards. A total of eight (8) applications were received this year, representing six (6) different organizations. The total funding requested was \$24,000.

DISCUSSION: Franklin County operates a MicroGrant program to support tourism efforts within the County. Funding for this program is generated by the transient occupancy, or "lodging", tax applied to the motels, hotels, and bed & breakfasts in the County. The purpose of this MicroGrant program is to increase the local tourism industry thus creating new jobs, attracting new tourists, spawning new hospitality-related investments, and improving the quality of life for Franklin County residents. It is recognized that the County cannot, and should not, be the only provider of tourism events for our community. We should instead help other organizations create events and marketing campaigns that can leverage the community's limited resources. We must leverage our limited dollars to support interesting, dynamic, and creative special events/marketing campaigns that set Franklin County apart from competitors throughout the mid-Atlantic region. Tourism MicroGrants exist to support events and activities that a) encourage tourists from outside the region to enjoy our community and make use of our hospitality industry, and b) provide an opportunity to expand the awareness and visibility of the community throughout the region.

In reviewing the eight submitted applications, Staff evaluated each applicant on a great number of different factors, including but not limited to: the amount of funds leveraging involved; marketing plan and scope; perceived economic impact; financial need; partnership opportunities; and past performance. Based on all criteria and available data, Staff has made the following recommendations for this year's Tourism MicroGrant awards:

<u>Applicant</u>	<u>Purpose</u>	<u>Amount Sought</u>	<u>Staff Recommendation</u>
SWVA Antique Farm Days	SWVA Antique Farm Days	\$3,000.00	\$2,500.00
SWVA Antique Farm Days	Fall Flea Market/Swap Meet	\$ 500.00	\$ 500.00
SWVA Antique Farm Days	Spring Flea Market/Swap Meet	\$ 500.00	\$ 500.00
SML Chamber	SML Wine Festival	\$4,000.00	\$3,500.00
CPR	Footlights of the Blue Ridge	\$4,000.00	\$3,000.00
Rocky Mount Center for the Arts	Cars for the Arts	\$4,000.00	\$3,000.00
Franklin County CW150	Signage and Civil War Days	\$4,000.00	\$3,500.00
Friends of the Franklin County Library	Mountain Spirits Festival	\$4,000.00	\$3,500.00
		Total Sought \$24,000.00	Total Recommended \$20,000.00

Due to the number of high-caliber projects and limited funding, all applications received at least some funding from the Tourism micro-grant program. While hard decisions on applications were made, it is encouraging to note that the number and quality of the applications indicate a solidly growing tourism environment within Franklin County.

RECOMMENDATION: It is recommended that the Board approve the Staff recommendations for Tourism MicroGrant awards from the County Tourism budget.

FRANKLIN COUNTY
Board of Supervisors



Franklin County
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EXECUTIVE SUMMARY

<p>AGENDA TITLE: Comprehensive Plan Conformance Review for cellular communications tower at Rt. 40 West and Beech Mountain Road.</p> <p>SUBJECT/PROPOSAL/REQUEST: Request by Prime Tower Development to install a 199' monopole cellular communications tower on a portion of a +/- 82-acre parcel located at the intersection of Rt. 40 West and Beech Mountain Road, identified as Tax Map/Parcel # 80-126.1.</p> <p>STRATEGIC PLAN FOCUS AREA:</p> <p>Action Strategy: N/A</p> <p>STAFF CONTACT(S): Neil Holthouser, Director of Planning</p>	<p>AGENDA DATE: May 15, 2012</p> <p>ITEM NUMBER:</p> <p>ACTION: Yes</p> <p>INFORMATION:</p> <p>CONSENT AGENDA:</p> <p>ACTION:</p> <p>INFORMATION:</p> <p>ATTACHMENTS: Yes</p> <p>REVIEWED BY: <i>R&H</i></p>
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BACKGROUND:

On May 8, 2012, the Planning Commission held a public hearing pursuant to Virginia Code Sec. 15.2-2232, in consideration of a request by Prime Tower Development to construct a 199-foot-tall cellular communications tower on a +/- 82-acre parcel owned by Leo and Geraldine Scott, located at 8515 Franklin Street (Rt. 40 West), further identified as Tax Map/Parcel # 80-126.1.

Prime Tower's request is the third in a series of three proposed towers along Rt. 40 West, intended to expand AT&T phone and wireless data service from Rocky Mount to the Ferrum community. Franklin County recently approved tower locations on the Ferrum College campus and on the Rocky Mount Hardwoods property in the Waidsoboro area.

The subject site, located near the intersection of Rt. 40 West and Beech Mountain Road, is located in a non-zoned portion of Franklin County. As such, the proposed cell tower is not subject to the requirements of the Franklin County Zoning Ordinance.

However, under Sec. 15.2-2232 of the Code of Virginia, all proposed cell towers and communications facilities must be reviewed by the local Planning Commission to determine if the location is in conformance with the community's Comprehensive Plan. Franklin County's 2025 Comprehensive Plan does not pre-determine (or map) appropriate locations for cell towers. Rather, cell tower applications are judged on a case-by-case basis according to a series of policies set forth in the Plan, including:

1. Service to Remote Users
2. Strengthening the EMS Network
3. Co-location
4. Strategic Planning
5. Evaluation of Visibility
6. Mitigation of Impacts
7. Lighting
8. Abandoned Towers
9. Safety Certification

PLANNING COMMISSION FINDINGS:

The Planning Commission held a public hearing in consideration of this request at its May 8, 2012, meeting. Speaking in favor of the request were the applicant, represented by attorney Gloria Freye; the property owner, Leo Scott; a student representative from Ferrum College; and a public safety representative from Ferrum College. Two neighboring property owners spoke in opposition to request.

The Planning Commission voted 6-0 (Mrs. Ralph, absent) to find the request in conformance with the 2025 Comprehensive Plan for Franklin County.

NEXT STEPS:

Under Virginia Code §15.2-2232, the Planning Commission's finding of conformance is deemed final, unless the Board of Supervisors acts to call up and review the Planning Commission's finding. In order to review the Planning Commission's finding, the Board must call up the item within 30 days of the Planning Commission's decision – in this case, by June 7, 2012. The Board may hold its own hearing beyond the 30-day window, but must make its intention to call up known within the 30-day window.

Should the Board agree with the Planning Commission's finding, then no action is necessary.

FRANKLIN COUNTY
Board of Supervisors



Franklin County
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EXECUTIVE SUMMARY

<p>AGENDA TITLE: <i>Virginia Retirement System Changes</i></p> <p>SUBJECT/PROPOSAL/REQUEST <i>Consideration of Virginia Retirement System Resolutions for Changes in Recent Legislation</i></p> <p>STRATEGIC PLAN FOCUS AREA: <i>Goal #</i> <i>Action Strategy:</i></p> <p>STAFF CONTACT(S): <i>Messrs. Huff, Copenhagen, Mrs. Scott</i></p>	<p>AGENDA DATE: <i>MAY 15, 2012</i></p> <p>ITEM NUMBER:</p> <p>ACTION: <i>INFORMATION:</i></p> <p>CONSENT AGENDA: <i>YES</i> ACTION: <i>YES</i> INFORMATION:</p> <p>ATTACHMENTS:</p> <p>REVIEWED BY: <i>REH</i></p>
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BACKGROUND:

Recent legislation calls for localities to make certain decisions concerning their Virginia Retirement Plan by July 1, 2012.

DISCUSSION:

Two resolutions are attached for the Board's consideration. The first resolution will approve the employer contribution rate for the next biennium. Staff recommends the Board adopt the certified employer rate of 12.31% instead of the alternate rate of 9.15% for the following reasons:

- Reduced contributions to the County's employer account and the investment earnings they would have generated will mean fewer assets available for future benefits.
- Results in a lower funded ratio when the next actuarial valuation is performed resulting in a higher calculated future contribution rate.
- Requires that the County disclose the Net Pension Obligation in the notes to our financial statements.

The County currently has the 12.31% employer contribution rate budgeted for next fiscal year (12-13).

The second resolution will approve the member contribution election. Staff recommends requiring all full time employees to begin paying the entire 5% member contribution beginning July 1, 2012. An offsetting salary increase of 5.7% will also be effective July 1, 2012.

RECOMMENDATION:

Staff respectfully requests the Board's approval of the two attached resolutions.

Employer Contribution Rates for Counties, Cities,
Towns, School Divisions and Other Political Subdivisions
(In accordance with the 2012 Appropriation Act Item 468(H))

Resolution

BE IT RESOLVED, that the Franklin County 55133 does hereby acknowledge that its contribution rates effective July 1, 2012 shall be based on the higher of a) the contribution rate in effect for FY 2012, or b) seventy percent of the results of the June 30, 2011 actuarial valuation of assets and liabilities as approved by the Virginia Retirement System Board of Trustees for the 2012-14 biennium (the "Alternate Rate") provided that, at its option, the contribution rate may be based on the employer contribution rates certified by the Virginia Retirement System Board of Trustees pursuant to Virginia Code § 51.1-145(I) resulting from the June 30, 2011 actuarial value of assets and liabilities (the "Certified Rate"); and

BE IT ALSO RESOLVED, that the Franklin County 55133 does hereby certify to the Virginia Retirement System Board of Trustees that it elects to pay the following contribution rate effective July 1, 2012:

(Check only one box)

- The Certified Rate of 12.31% The Alternate Rate of 9.15%; and

BE IT ALSO RESOLVED, that the Franklin County 55133 does hereby certify to the Virginia Retirement System Board of Trustees that it has reviewed and understands the information provided by the Virginia Retirement System outlining the potential future fiscal implications of any election made under the provisions of this resolution; and

NOW, THEREFORE, the officers of Franklin County 55133 are hereby authorized and directed in the name of the Franklin County to carry out the provisions of this resolution, and said officers of the Franklin County are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by Franklin County for this purpose.

Governing Body/School Division Chairman

CERTIFICATE

I, _____, Clerk of the Franklin County, certify that the foregoing is a true and correct copy of a resolution passed at a lawfully organized meeting of the Franklin County held at _____, Virginia at _____ o'clock on _____, 2012. Given under my hand seal of the Franklin County this _____ day of _____, 2012.

Clerk

**This resolution must be passed prior to July 1, 2012 and
received by VRS no later than July 10, 2012.**

Member Contributions by Salary Reduction for Counties, Cities, Towns, and Other Political Subdivisions

(In accordance with Chapter 822 of the 2012 Acts of Assembly (SB497))

Resolution

WHEREAS, the Franklin County 55133 employees who are Virginia Retirement System members who commence or recommence employment on or after July 1, 2012 ("FY2013 Employees" for purposes of this resolution), shall be required to contribute five percent of their creditable compensation by salary reduction pursuant to Internal Revenue Code § 414(h) on a pre-tax basis upon commencing or recommencing employment; and

WHEREAS, the Franklin County 55133 employees who are Virginia Retirement System members and in service on June 30, 2012, shall be required to contribute five percent of their creditable compensation by salary reduction pursuant to Internal Revenue Code § 414(h) on a pre-tax basis no later than July 1, 2016; and

WHEREAS, such employees in service on June 30, 2012, shall contribute a minimum of an additional one percent of their creditable compensation beginning on each July 1 of 2012, 2013, 2014, 2015, and 2016, or until the employees' contributions equal five percent of creditable compensation; and

WHEREAS, the Franklin County 55133 may elect to require such employees in service on June 30, 2012, to contribute more than an additional one percent each year, in whole percentages, until the employees' contributions equal five percent of creditable compensation; and

WHEREAS, the second enactment clause of Chapter 822 of the 2012 Acts of Assembly (SB497) requires an increase in total creditable compensation, effective July 1, 2012, to each such employee in service on June 30, 2012, to offset the cost of the member contributions, such increase in total creditable compensation to be equal to the difference between five percent of the employee's total creditable compensation and the percentage of the member contribution paid by such employee on January 1, 2012.

BE IT THEREFORE RESOLVED, that the Franklin County 55133 does hereby certify to the Virginia Retirement System Board of Trustees that it shall effect the implementation of the member contribution requirements of Chapter 822 of the 2012 Acts of Assembly (SB497) according to the following schedule for the fiscal year beginning July 1, 2012 (i.e., FY2013):

Type of Employee	Employer Paid Member Contribution	Employee Paid Member Contribution
Plan 1	%	5 %
Plan 2	%	5 %
FY2013 Employees	0%	5%

(Note: Each row must add up to 5 percent.); and

BE IT FURTHER RESOLVED, that such contributions, although designated as member contributions, are to be made by the Franklin County in lieu of member contributions; and

BE IT FURTHER RESOLVED, that pick up member contributions shall be paid from the same source of funds as used in paying the wages to affected employees; and

BE IT FURTHER RESOLVED, that member contributions made by the Franklin County under the pick up arrangement shall be treated for all purposes other than income taxation, including but not limited to VRS benefits, in the same manner and to the same extent as member contributions made prior to the pick up arrangement; and

BE IT FURTHER RESOLVED, that nothing herein shall be construed so as to permit or extend an option to VRS members to receive the pick up contributions made by the Franklin County directly instead of having them paid to VRS; and

BE IT FURTHER RESOLVED, that notwithstanding any contractual or other provisions, the wages of each member of VRS who is an employee of the Franklin County shall be reduced by the amount of member contributions picked up by the Franklin County on behalf of such employee pursuant to the foregoing resolutions.

NOW, THEREFORE, the officers of Franklin County 55133 are hereby authorized and directed in the name of the Franklin County to carry out the provisions of this resolution, and said officers of the Franklin County are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by the Franklin County for this purpose.

Governing Body Chairman

CERTIFICATE

I, _____, Clerk of the Franklin County, certify that the foregoing is a true and correct copy of a resolution passed at a lawfully organized meeting of the Franklin County held at _____, Virginia at _____ o'clock on _____, 2012. Given under my hand and seal of the Franklin County this _____ day of _____, 2012.

Clerk

This resolution must be passed prior to July 1, 2012 and received by VRS no later than July 10, 2012.

FRANKLIN COUNTY
Board of Supervisors

20



EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u> Non-residential use of abandoned manufactured homes</p> <p><u>SUBJECT/PROPOSAL/REQUEST:</u> Staff is seeking policy direction from the Board of Supervisors regarding the potential for non-residential use of abandoned manufactured homes.</p> <p><u>STRATEGIC PLAN FOCUS AREA:</u></p> <p><u>Action Strategy:</u> N/A</p> <p><u>STAFF CONTACT(S):</u> Neil Holthouser, Director of Planning Peter Ahrens, Building Official</p>	<p><u>AGENDA DATE:</u> May 15, 2012</p> <p><u>ITEM NUMBER:</u></p> <p><u>ACTION:</u> Yes</p> <p><u>INFORMATION:</u></p> <p><u>CONSENT AGENDA:</u></p> <p><u>ACTION:</u></p> <p><u>INFORMATION:</u></p> <p><u>ATTACHMENTS:</u> Yes</p> <p><u>REVIEWED BY:</u> REX</p>
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BACKGROUND:

Chapter 10 of the Franklin County Code sets forth the county's standards for manufactured homes and manufactured home parks. This chapter of the code applies to the entire geography of the county, and works in concert with Chapter 25, Zoning, in the zoned areas of the county.

Development Services staff have recently been asked to consider whether a manufactured home, designed and constructed as a dwelling unit, may be modified for uses other than residential (such as storage.) Development Services staff have historically not allowed manufactured homes to be used as storage sheds. After a careful reading of Chapter 10, staff believes that this interpretation may not be adequately supported or addressed by the code.

Chapter 10 establishes the following definitions:

Manufactured home: A structure subject to federal regulation (constructed after July 1, 1976, that meets or exceeds Manufactured Home Construction and Safety Standards promulgated by the U.S. Department of Housing and Urban Development), transportable in one (1) or more sections, is eight (8) body feet or more in width and forty (40) feet or more in length in the traveling mode, or is three hundred twenty (320) or more square feet when erected on site, is built on a permanent chassis and is designed for use as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning, and electrical system contained therein.

Manufactured home park: Two (2) or more manufactured homes on a lot, tract, or a parcel of land. Provided, however, that a second manufactured home may be located on the same building lot without being considered a manufactured home park under the following circumstances:

- (1) The manufactured home is occupied only by a person or persons immediately related to the person or family in the principal dwelling on the lot. For the purposes of this section, "immediately related"

- shall be any person or persons who are natural or legally defined offspring, parent or grandparent of the owner of the principal dwelling;
- (2) A farm employee and his/her family who derives his/her principal means of livelihood from work on the farm;
 - (3) The parcel of land is more than one hundred (100) acres in size or area.

Staff interprets the definition of "manufactured home" to include single-wide mobile homes, double-wide mobile homes, and on-frame modular homes. Box-frame modular homes (which are structurally designed to be supported by permanent perimeter foundations, and thus do not retain a permanent chassis or frame) are not considered manufactured homes.

Based on the definitions above, it is theoretically possible to modify a structure that was designed and built as a manufactured home in a manner that would no longer qualify as a manufactured home by definition. In other words, a manufactured home could cease to be a manufactured home if it is modified in a manner that no longer meets HUD standards, or if it is modified in a manner that prevents it from connecting to the required utilities (i.e. it's plumbing, electrical, or HVAC systems are removed.)

If so modified, one could argue, a manufactured home would thereafter be considered simply a "structure," and would be subject to the same regulations and permitting standards as any other structure, building, or storage shed.

Staff notes the following implications of this interpretation:

- Chapter 10 currently limits the number of manufactured homes per property. In general, only one manufactured home may be placed on a given parcel (with exceptions for family members, farm workers, and large tracts of land greater than 100 acres.) If a second manufactured home is placed on a given parcel, then the site is considered to be a "manufactured home park," and must therefore meet all of the standards for manufactured home parks set forth in Chapter 10.

If a manufactured home is modified or "decommissioned" in a manner that no longer meets the definition, then it would be possible for a property owner to locate two or more (or many) such structures on a given parcel without being considered a manufactured home park, despite outward appearances to the contrary. In this manner, someone could establish a manufactured home junkyard without being regulated as a manufactured home park.

- Chapter 10 is currently used to prevent manufactured homes that were constructed prior to July 1, 1976, from being brought into Franklin County from surrounding jurisdictions. According to the definition, a single-wide, double-wide or on-frame modular built prior to July 1, 1976, is not considered a manufactured home.

The County may use this definition to effectively prevent someone from bringing a pre-1976 mobile home into the county for use as a residential structure. However, the definition could be interpreted in a manner that would allow a pre-1976 mobile into the county for use as a non-residential structure, such as a storage building.

- The County is frequently asked to permit a new manufactured home as a replacement for an existing unit. The County has historically required the old unit to be removed from the property as the new unit arrives. A Certificate of Occupancy for the new manufactured home cannot be issued until the old unit has been removed from the site.

One could argue, however, that the old manufactured home should be allowed to remain on-site if it is modified in a manner that no longer meets the definition of "manufactured home." Someone may be tempted to remove the bathrooms, kitchen, electrical, or HVAC systems in order to keep the unit for storage purposes.

NEXT STEPS:

Staff seeks policy direction from the Board of Supervisors as to the appropriate interpretation of and/or revision to Chapter 10. Staff has identified the following policy options for the Board's consideration:

1. **Status quo.** One option is to leave the current ordinance intact, thereby allowing manufactured homes to be modified or "decommissioned" for use other than residential. This option would allow for the use of manufactured homes as storage units, offices, or other uses, if modified in a manner that no longer meets the definition of "manufactured home" set forth in Chapter 10.
2. **Prohibit non-residential use.** This option would require an amendment to Chapter 10, to clarify that any structure designed and built as a manufactured home cannot be modified for any use other than residential. This would prohibit the conversion of manufactured homes for other uses, but would not necessarily address the issue of "junked" mobile homes (which are abandoned and therefore not used at all.)
3. **Regulate abandoned or "junked" manufactured homes.** This option would either prohibit, or set limits on, the keeping of structures that - through modification or neglect - no longer meet the definition of "manufactured home."

FRANKLIN COUNTY
Board of Supervisors



Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u>	<u>AGENDA DATE</u>	<u>ITEM NUMBER:</u>
Courthouse Security	May 15, 2012	
<u>SUBJECT/PROPOSAL/REQUEST:</u>	<u>ACTION:</u> Yes	
Request Board approval to move forward with plan development for Courthouse Security project.	<u>CONSENT AGENDA:</u>	
<u>STRATEGIC PLAN FOCUS AREA:</u>		<u>INFORMATION:</u>
Develop a master plan for Law Enforcement and Court Facilities	<u>ATTACHMENTS:</u> Yes	
<u>AGENDA #:</u> 4 – Develop a Master Plan to guide public investment in facilities and infrastructure; coordinate the use, location, construction, operation and funding of facilities and infrastructure to maximize levels of service and advance the County’s desired build-out model.	<ul style="list-style-type: none"> • Memo from Sheriff Overton • Courthouse Security Evaluation 	
<u>ACTION STRATEGY:</u>	<u>REVIEWED BY:</u> <i>REL</i>	
<u>STAFF CONTACT(S):</u>		
Messrs. Huff, Thurman		

BACKGROUND:

Section 4.4 of the Franklin County Strategic Plan relates to the subject of jail and courts security. This summary and associated recommendations deal primarily with the Courthouse.

The Franklin County Courthouse located at 275 South Main Street in Rocky Mount, Virginia was originally constructed in 1909. The four story Courthouse has seen many upgrades and three (3) major additions since that time. The most recent renovation occurred in 2007 in and around our Circuit Courtroom. The Courthouse serves three individual courts and their associated clerks offices.

The Juvenile and Domestic Relations court is located on the ground floor. The General District Court is located on the first floor and the Circuit Court is located on the third floor. In addition, the Courthouse provides office space for the Commonwealth Attorney’s office as well as a State Police satellite office.

In 2010, both the Commissioner of Revenue and the County Treasurer were relocated from the Courthouse to the new Government Center at 1255 Franklin Street. A major consideration for this move was that of minimizing the number of non-court patrons to the building. Those same moves have resulted in empty spaces of approximately 5,053 square feet which continue to be vacant.

DISCUSSION:

Among the items of most concern is that the Courthouse is currently served by six public entrances. These entrances lack "screening stations" thus allowing unlimited access to virtually all levels of the Courthouse.

No comprehensive alarm system is installed in the building at this time and only limited areas have any type of fire protection (sprinkler) systems. The building also has little in the way of a video surveillance system (VSS).

In addition to these concerns, it should be noted that the Courthouse has been deemed to be in non-compliance with the Virginia Courthouse Facility Guidelines and a review by the Virginia Sheriff's Association outlined many of the same concerns.

In June of 2011, the Board of Supervisors allowed staff to enter into a contractual agreement with the architectural firm of Thompson and Litton. The scope of work to be provided by this contract was that of conducting a risk assessment and evaluation of safety and security for the Courthouse. The accompanying report is the result of that work and contains conceptual plans for physical upgrades, cost estimates for those upgrades and tentative schedules.

Protecting our Courthouse from all threats is challenging given the limitations of its unique arrangement of spaces, the site location and topography. Understanding that not all concerns can be addressed, this recommendation focuses on physical changes to the building and operations that might have the greatest impact on safety and security at a cost that is achievable in the near term.

It should be noted that the assessment and basic recommendation provided has been received favorable by the three sitting judges, the Sheriff and the Commonwealth's Attorney. Staff is confident that the assessment and subsequent recommendations contained in Thompson and Litton's report address the physical and electronic aspects of a safer courthouse. However, it should be pointed out that a major function of the plan will be "screening" all those entering the Courthouse. Upon close review, Sheriff Overton has expressed concern as to his department being able to "man" the screening station with current staffing levels. It is suggested that a minimum of two additional Courthouse deputies will be required. (See attached memo from Sheriff Overton).

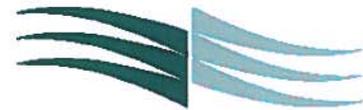
RECOMMENDATION:

Staff respectfully requests Board approval to be allowed to enter into negotiations with the firm of Thompson and Litton for the purpose of developing contract documents.

Assuming such negotiations are successful, construction documents will be developed and when approved by staff the project will be advertised for bid. Upon receipt of bids and assuming all conditions are met, staff will appear before the Board and request permission to enter into an agreement with a chosen contractor for construction.

Current funding for the project in the amount of \$1,162,455 is available in capital account 30-0055 – Courthouse Security. Assuming the Board is in favor of moving forward with the construction phase, funding for additional Sheriff personnel will be addressed in the FY 2013-2014 budget negotiations.

Franklin County Courthouse
Courthouse Security Evaluation
Rocky Mount, Virginia
T&L Project #11483



THOMPSON & LITTON
February 8, 2012

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I Executive Summary

- The existing courthouse building is very well maintained.
- Current safety and security measures are limited and rely on passive measures such as signs and unmonitored cameras, and active measures such as panic buttons to signal help from the jail and bailiffs assigned to the courtrooms.
- Weapons-screening is limited to those entering the J&D courtroom.
- The building has multiply levels, is difficult to navigate and has multiple entrances on different levels.

Recommendations:

- Secure all entrances to the building.
- Direct all public traffic to one entrance manned by the Sheriff's Department for weapons-screening. This would be in a new two-story addition to the courthouse.
- Install an integrated access control system monitored by a new security station at the public entrance addition that includes door monitoring, electronic door controls, cameras and the software to use and maintain it.
- Segregate traffic for the J&D courts and create J&D waiting space in the proposed addition.
- Install new public elevator to upper levels to avoid the J&D court area.
- Separate prisoner circulation and waiting from public areas.
- Secure the east side of the building and exclude the public to provide safe transport of prisoners to and from court.
- Design and install a way finding system to help patrons navigate their way in and out of the building that includes new directional signage and color-coding.
- Investigate adding ballistic-resistant material to the Circuit and District Court benches.
- Improve, in selected areas, soundproofing and acoustics by modifying interior partitions and existing HVAC equipment and ducts.

II Introduction

The Franklin County Courthouse, located at 275 South Main Street in Rocky Mount, Virginia, was originally constructed in 1909. The four-story, 47,000 SF courthouse has had many upgrades and three major additions since that time. The most recent renovation was the 2007 Circuit Courtroom renovations.

In 2010, the Commissioner of the Revenue, the Treasurer, and the Board of Supervisor's meeting room were relocated to the Franklin County Government Center.

A) Currently Located in the Courthouse

- Juvenile and Domestic (J&D) Relations court and J&D Clerk's office;
- J&D Court Services;
- District Court and District Court Clerk's office;
- Circuit Court and Circuit Court Clerk;
- Commonwealth's Attorney;
- State Police satellite office; and,
- Public access to video visitation for the regional jail and state prisons.

B) Facilities Committee

Franklin County established a committee to evaluate existing conditions in and around the courthouse. The committee discussed a wide range of issues, including safety and security for all courthouse employees, patrons, and visitors to the courthouse.

C) Scope of Report

The initial review by the committee identified concerns and the County contracted with Thompson & Litton for the following:

- Conduct a risk assessment and evaluation of safety and security for the courthouse complex; and,
- Make recommendations to enhance safety and security.

D) Report Methodology

Thompson & Litton:

- Reviewed available construction documents provided by Franklin County;

- Conducted interviews with the building occupants and Sheriff's Department to become familiar with procedures and concerns;
- Visited and toured the building to become familiar with existing physical plant;
- Reviewed the Virginia Courthouse Facility Guidelines;
- Reviewed the Virginia Construction Code for compliance with egress requirements;
- Investigated alternative conceptual plans of physical upgrades and procedures;
- Developed recommendations for physical upgrades and procedures; and,
- Estimated an order of magnitude cost to implement upgrades.

III Findings

A) Life Safety (Construction Codes)

The courthouse, with its multiple entrances and exits, is relatively safe with regard to exiting the building during an emergency. The close proximity to the Sheriff's office, jail, and hospital favors a quick response from first responders in an emergency. Exit doors and lighting appear to be well maintained and adequate as installed. The building is not completely protected by a fire suppression system (sprinklers), and not all corridor walls and doors appear to be rated to provide a protected egress path in an emergency. It is unusual for a building of this size and type not to have a comprehensive fire suppression system. A sprinkler system would eliminate the current code requirement for corridor walls and doors to be of rated-construction and increase the allowable building height and allowable floor area. In an emergency people should be able to get safely out of the building and first responders would be able to get in quickly to address an emergency such as a fire. The building itself, without a fire suppression system, is at risk of a catastrophic loss from fire, especially if the fire occurred when the building was unoccupied.

No change in use or occupancy has occurred in the building that would trigger a requirement to bring the structure into compliance with the current building code. From a code perspective, the building appears to have been maintained in compliance with the Virginia Uniform Statewide Building Code in effect at the time of the original construction and previous renovations and additions. See Appendix "B" for more information on code review.

B) Threat Assessment

Visitors, employees, prisoners, and the structures in the courthouse complex are vulnerable to physical attack. There is limited access control and screening for weapons. There are no full-time security personnel assigned to building security other than bailiffs, which are responsible for courtroom security. There are no restrictions on vehicles parking in close proximity to the building and no barriers to prevent vehicular approach or blast deflection. There is a limited closed-circuit TV monitoring system in portions of the building. There are duress alarms (panic button) in areas to signal for outside help. Prisoners being transported to court are visible and accessible to the public both outside and inside the building making them vulnerable to retaliation attacks and the escorting officers open to danger from escape attempts. There are no designated or restricted entries to the building. Most judges, staff, and prisoners use the same entrances and building circulation as the general public.

1) Circuit Court

The Circuit Court area on the third floor was renovated recently. The judge, jury, and prisoner holding cells are located within a secure perimeter protected by electronic locks operated by card access. Elevator and Stair 2 are restricted for use by staff and for prisoner transport and require a key to access the third floor. There is a duress alarm system (panic button) available to call for help from the judge's bench. It was reported that the judge's bench does not have ballistic resistant material installed to protect the judge from gunfire. (The Sheriff's Association Security Assessment indicated that the Circuit Court bench was protected.) The courtroom is open to the public and has a public seating area (gallery). The Circuit Court area appears to be relatively secure with the exception of no regular weapons-screening and no security cameras in the courtroom.

The Circuit Court Clerk's records and office area is on the second floor. There is a limited-coverage camera system that is monitored in the clerk's office. There is a duress alarm system (panic button) in the clerk's office. There are two public entrances into the area. There is an open counter separating the clerk's staff from the public. The clerk's records and office area are protected by fire-rated walls and a pair of fire/vault doors at the two entrances. The windows in the exterior walls do not appear to be rated, and they open onto the unprotected roof area to the south. There are no fire suppression systems in the records rooms.

2) District Court

The District Court and District Court Clerk are located on the first floor. This is a high-traffic area with a large volume of cases heard weekly.

There is only one District Court courtroom. The courtroom is accessed from the lobby of Elevator 1. The courtroom is open to the public. There is no weapons-screening before entering the courtroom. There is a door from the courtroom directly to the outside of the building. There are two prisoner holding cells. Prisoners are not isolated from the public as they are brought to the holding cells through the public corridors. One holding cell is located across from the witness waiting rooms and the other is accessible from the corridor leading to the fines payment window. There is no public waiting area. There are no cameras to monitor the courtroom or the District Clerk's office. There is a duress alarm system (panic button) in the courtroom to call for outside assistance. Due to the nature of activities in this court, the judge felt that the threat level was low. The judge's bench is not protected by ballistic-resistant materials.

The District Clerk's office and judge's office are located adjacent to and two feet higher than the courtroom. The District Court Clerk's staff is separated from the public by a counter and glass. There is a duress alarm system (panic button) to call for outside assistance. There are no security cameras to monitor the District Clerk's office. The public is not screened before entering the pay window area.

The court and offices are relatively vulnerable to incident and attack. With the high volume of people in the vicinity there is a great potential for an incident to injure bystanders not directly involved.

3) Juvenile and Domestic (J&D) Relations Court

The J&D Courtroom, J&D Clerk's office, and J&D Court Services are located on the ground floor. All spaces on this floor are occupied and it is overcrowded with no room to expand. J&D courts and services are the most pressing security concern in the courthouse due to the emotional nature and volume of cases, lack of comprehensive screening, close quarters, and lack of segregated waiting space.

The courtroom itself is relatively secure. Weapons-screening is conducted by the bailiff with a metal detector located in the vestibule outside the courtroom. Attendance at the proceedings inside the courtroom is restricted to participants. The public is not allowed inside

the courtroom. There is a duress alarm system (panic button) to call for outside assistance. The judge's bench does have ballistic-resistant materials.

The clerk's office and judge's chamber is located within a secure perimeter adjacent to the J&D courtroom. The staff is separated from the public by a counter and glass. Access to the staff area requires the use of an electronic fob or key. There is a secure outside entrance on the east side of the building that is used by the J&D judge. The windows into the staff area and judge's chambers are a concern because they are not protected, at grade level, and accessible to the public.

The J&D Clerk reports needing additional space to add a clerk to the staff and needing additional records storage space. There is a need for a secure attorney file review area.

There is insufficient waiting area for court participants and law enforcement, and no public waiting area for the courtroom. The corridor is used as a public waiting space and many people congregate here. Anyone entering the south entrance and going to other services in the building must travel through the sometimes crowded J&D area to access Elevator 1 to get to Floors One through Three. The corridor is not monitored or supervised. The two bailiffs assigned to J&D are usually in the courtroom or in the vestibule outside the courtroom. Due to the nature and the volume of cases heard in the J&D courts, emotions often run high. Because of the confined space, it is difficult for law enforcement to intervene quickly when conflict erupts in the corridor. Noise from the corridor sometimes disrupts the proceedings in the courtroom. Those waiting in the corridor are not subject to weapons screening.

It was reported that juvenile prisoners brought to J&D court enter through the south entrance and travel through the sometimes crowded public corridor where they are accessible and exposed to the public.

J&D Court Services is located across the public corridor from the J&D Clerk and Courtroom. The area is operating at maximum capacity and there is no room for expansion on this floor. The small waiting area is not of sufficient size to segregate dissimilar clientele. The J&D Court Services offices provide many services. They often help to resolve domestic disputes and provide protection in addition to probation supervision, and drug and paternity testing. There is no weapons-screening before entering J&D Court Services. It is possible for someone requesting protection to be followed into the unprotected waiting space.

While there are ample toilet facilities in the building, the toilets for the J&D Courts are located away from the entrance and require walking

through the first floor and past the entrance to the courtroom. It may be desirable to limit traffic in this area for noise, privacy and security reasons.

There is a problem with noise from the HVAC equipment in the conference room.

4) Commonwealth's Attorney

The offices of the Commonwealth's Attorney are located on the third floor adjacent to the Circuit Court. The space is adequate, although not generous. There is no space on this floor suitable for expansion of the Commonwealth's Attorney's offices. There is no screening for weapons before entering these offices. There is no emergency call system in the Commonwealth's Attorney's office to signal for outside assistance (panic button) Public screening for the building would improve the safety and security in this office.

IV Recommendations

A) Approach

It is not feasible to protect any building and its occupants from all threats, and there is a limit to what can be accomplished in an existing building. The Franklin County Courthouse is especially challenging given the limitations of the physical plant, its unique arrangement of spaces, the site location, and topography. Understanding that not all threats and concerns can be addressed, this report focuses on physical changes to the building and operations that might have the greatest impact on safety and security at a cost that is achievable in the near term.

The following states the concern, describes what might be the ideal condition in a new building, and makes a recommendation to address the concern in the existing courthouse structure and the site. The recommendations are illustrated in the accompanying conceptual sketches in the exhibits section of the report.

B) Eliminate Unauthorized Weapons in the Courthouse

Concern

Weapon attacks on the staff or the public while in the courthouse.

Approach

Eliminate weapons from the courthouse. Ideally, the public and court participants would be screened for weapons before they are allowed to enter the courthouse.

Recommendations

- Franklin County should develop a weapons-screening policy. The written policy should include when screening would be conducted, screening procedures, what items are excluded from the courthouse, who will be screened, and who is allowed to carry weapons in the courthouse.
- Develop a public entrance by constructing an addition on the south side of the building (facing the parking lot) to house a security and screening station. For screening to be economical on a continued basis, limit public entry and exit for all courts and services to this one entrance. Provide screening equipment, including metal detectors and x-ray scanners, and a space for physical searches.
- Secure all other entrances / exits from public use except during an emergency by means of an access control system. The access control system should include electronic locks, door monitors, cameras, and the software to operate the system.
- Secure all windows accessible to the public.

C) Separate and Secure Public, Staff and Prisoner Circulation

Concern

There may be attacks or intimidation outside the courtroom.

Approach

Ideally, in new construction separate staff, prisoner, and public circulation paths are developed so that the three constituents meet only in the courtroom.

Recommendations

Designate separate entrances for public, staff, and prisoners.

- Build a public entrance on the south side of the building. Include lobby space and covered area for the public to be sheltered while waiting for weapons-screening.
- Secure and restrict the first floor east entrance near the jail as a prisoner entrance. Provide a protected walkway from the jail to the courthouse for prisoners and law enforcement. Secure the area between the

courthouse, jail and former administration building with fencing or walls to create a gated secure area for prisoner transfer.

- Continue to use the ground floor's east entrance as the J&D judge and staff entrance. Investigate the feasibility of providing some secure parking.
- Secure the second floor's Court Street entrance on the north side of the building for use by the District and Circuit Court Judges and the Commonwealth's Attorney.

Minimize the areas where the public, staff and prisoners share common travel paths on the way to the courtrooms. Due to the existing configuration of the building, completely separate paths do not appear to be practical. There will be some overlap in the circulation with the public and/or staff.

- Designate Elevator 2 on the east side of the courthouse for prisoner transportation. Exclude public use of this elevator. Allow controlled access for use by judges and staff. Note that this will mean that all public traffic will use Elevator 1 to reach the second and third floors (Circuit Court and Circuit Court Clerk's office). In the event that Elevator 1 is out of service, there needs to be provisions to allow the use of Stair 2 and Elevator 2 for public use or temporarily opening the old courthouse entrance for public use.
- Add a wall and door on the ground floor and access control locks at all floors to exclude public access to Elevator 2 and Stair 2.
- At the first floor, add a wall and door with access control lock to exclude public access to the Court Street entrance.
- At the second floor, add access control lock with delayed egress to control public access to Stair 2, Elevator 2 and Court Street entrance from the Circuit Court Clerk's office. Add a wall at the corridor to exclude public access to Stair 1 and west side (Main Street) entrance from the Circuit Court Clerk's office.
- At the third floor, add access control with delayed egress locks to exclude public access to Stair 1 and the second floor west entrance (Main Street). Maintain the existing access control locks to exclude the public from the Circuit Court staff area and integrate into the proposed access control system. All public traffic to the Circuit Court will be by Elevator 1.

D) Add J&D Courts and Court Services Waiting Area

Concern

There may be disruptive and dangerous behavior outside the J&D Courtroom. Provide safe, secure public waiting space at the J&D Courts and Court Services.

Approach

Create multiple waiting spaces outside the court area that can be observed by staff but allow for segregation of contentious factions. Create a child-friendly waiting area. Place the J&D waiting area out of the building circulation path.

Recommendations

Only people involved in the proceeding may enter the J&D Courtroom. This requires a waiting area inside the security perimeter for those waiting for their case to be heard.

Due to the emotional nature of the cases, there is potential for verbal and physical confrontation. Often people involved in the proceedings are accompanied by friends and family who are not directly involved. Currently, there is insufficient waiting area and the overflow waiting is in the hallway outside the courtroom.

- Create a general J&D waiting area in a new addition located in view of the building security station.
- Use existing waiting spaces as "on-deck waiting" for the principals in the next case on the docket to wait away from supporters not directly involved in the case.
- Add a new elevator (3) to the building adjacent to Stair 3 so that traffic to District Court does not pass through the J&D Court space.

E) Move District Court Traffic Efficiently Through the Building

Concern

By creating one public entrance for screening, there will be a concentration of traffic moving through the J&D court area to access Elevator 1.

Approach

Simplify circulation to the District Court and Clerk's offices.

Recommendation

Add Elevator 3 in the proposed entrance addition. Direct all District Court traffic to Stair 3 and Elevator 3.

F) Locating Courts and Offices

Concern

Simplify way-finding in the building. Make it easier for people to find where they need to go in the building.

Approach

Simplify routes in the building; use colored-coded signage and color-coded lines on the floor. Avoid moving traffic through waiting areas.

Recommendation

- Add a comprehensive signage package when the building is reconfigured.
- Use color-coded directional signs and floor markings.

The building is multi-stored and has level changes on some stories. The stories do not line up, making vertical circulation difficult. There are many twists and turns in the existing corridors making it difficult to give directions. By color-coding signs and floor markings, it would be possible to direct people by following a specific color. For example, the security guard could say, "Follow the blue line and blue signs to the District Court Clerk's office."

G) Add Security Monitoring Station and Access Control System

Concern:

Whole-building coordinated security.

Approach

Create a manned security station capable of screening the public as they enter the building, monitoring the access control system and responding to requests for assistance in the building. Install an integrated access control system that includes door monitoring, electronic door controls, cameras and the software to use and maintain it.

Recommendation

Build a security station to house equipment and supplies for use during screening and monitoring the access control system such as:

- Video monitors to view Closed Circuit Television (CCTV) cameras located throughout the courthouse.

- Video display monitors to review the status and operation of electronic access control locks and to remotely operate designated locks and to release locks during an emergency.
- Communications and signaling devices to monitor panic buttons throughout the building.
- Supplies such as gloves, portable metal detectors, personal property trays, etc. used in connection with weapons screening.

Install an integrated access control system.

- Closed circuit high-definition cameras at each entrance, courtroom, waiting area, and each clerk's office public space.
- Programmable electronic locks with position switch monitoring at all exterior doors and selected interior doors to secure staff areas. Locks to be operated by key fobs.
- Software and hardware to monitor and control locks and cameras. When an exterior lock is activated by key fob, a monitor will display and record the event and display the camera view on the CCTV camera monitor at the security station. Any doors left in an open position or unlocked will signal an alert to the security station. Any camera or multiple cameras can be viewed at the security station. Record input from all cameras with date stamp for a period of time specified by the County.

Expand and modify the duress alarm system (panic buttons) to the proposed security station.

- The emergency call system would be monitored at both the security station and the jail.
- When activated, the call system should indicate where the call originated and activate the camera view for that location on the security station monitor.
- There should be a panic button at the security station to alert the jail when assistance is needed.

H) Add Security Film to J&D First Floor Windows

Concern

Increase security for the J&D judge and staff.

Approach

In new construction it is ideal to avoid placing Judge's offices at ground locations with unprotected windows, which can be accessed or viewed by the public

Recommendation

Add security film to the windows of the J&D judge and clerk's offices.

I) Restrict Public Access to Ground-Level Windows

Concern

Increase security for the J&D judge and J&D Court Services staff.

Approach

Prevent the public from approaching the building exterior except at designated entries.

Recommendation

Fence off the area on the ground floor to the west and east of the building to prevent public access to ground floor windows. Install cameras to monitor the perimeter of the building.

V Project Cost

Site Improvements ¹	\$ 75,000
New Building Construction / Addition and Elevator ²	\$ 575,000
Interior Renovations ³	\$ 40,000
Access Control System ⁴	\$ 55,000
Communications Systems (Fire alarm extension and update)	\$ 20,000
Contingency	\$ 115,000
Soft Cost / Design and Engineering Fees	\$ 106,000
Total Estimated Project Cost	\$ 986,000

¹Paving, walls, ramps, and stairs.

²2,300 SF @ 250/SF.

³Add doors and wall at selected location; new signage in public areas.

⁴Cameras (\pm 20) in courtrooms, waiting areas, entrances and building perimeter.
Electronic door locks, position switches, and software to maintain and operate the systems (\pm 20).

Schedule

<u>Event</u>	<u>Calendar Days</u>
Field Investigation, Research and Owner Input.	60
Preliminary Design Documents	30
Review	30
Construction Documents	60
Approval	15
Advertisement for Bid	30
Approve Construction Contract	45
Construction	250

VI Appendix A – “Additional” Considerations

Below, for Franklin County to consider, are additional improvements which might enhance safety, security or operations.

- Add a complete fire suppression system to the building. While it does not appear to be required by code for the existing building, an automatic sprinkler system would be the best way to protect the building from a catastrophic fire. It would reduce the cost of property insurance, eliminate the code requirement for rated corridors and doors, and increase the code-allowable building height and area. The cost to add a sprinkler system to the entire building would be on the order of \$150,000 to \$200,000.
- Prohibit public parking on Court Street adjacent to the courthouse.
- Install barriers (concrete bollards) to prevent vehicles from approaching the building along Main and Court Streets.
- Move some or all of the J&D Court Service to the vacant, first floor area formerly used by the Commissioner of Revenue. This could free up space on the ground floor for expanding the J&D Clerk’s office, J&D waiting and/or attorney/client meeting rooms.
- Add public toilet(s) close to the J&D waiting area to reduce the amount of traffic through the J&D Courts corridor. This may be possible if some of the J&D Court Services can be moved to the second floor area vacated by the Commissioner of Revenue.
- Move the Commonwealth’s Attorney to the second floor area vacated by the Treasurer and the BOS’s meeting room. This could free up space on the third floor for possible use for jury assembly, public waiting, witness rooms, clerk’s satellite office, press area and/or law library.
- Relocate the Magistrate’s office from the Virgil Goode Building to the first floor of the old administration building. Prisoners could then be transported inside the fenced areas to and from the Magistrate’s office. The public could access the building from the door to the east. This would free up space for the Sheriff’s office in the Virgil Goode Building and eliminate the need to leave the building unsecured at night. Note that additional provisions may need to be made for compliance with the Americans with Disability Act (ADA) as the entrance currently configured may not be on an accessible route.

VII Appendix B - Code Information and Notes

The 2009 Virginia Statewide Fire Prevention Code requires that existing buildings be maintained under the code that they were originally constructed under. The original

courthouse was reported to be constructed in 1909. The effective code for that portion of the building would be the Virginia Fire Safety Regulations, Part Two. There have been two additions to the building, the latest in 1995.

The construction drawings for the 1995 addition indicate the following:

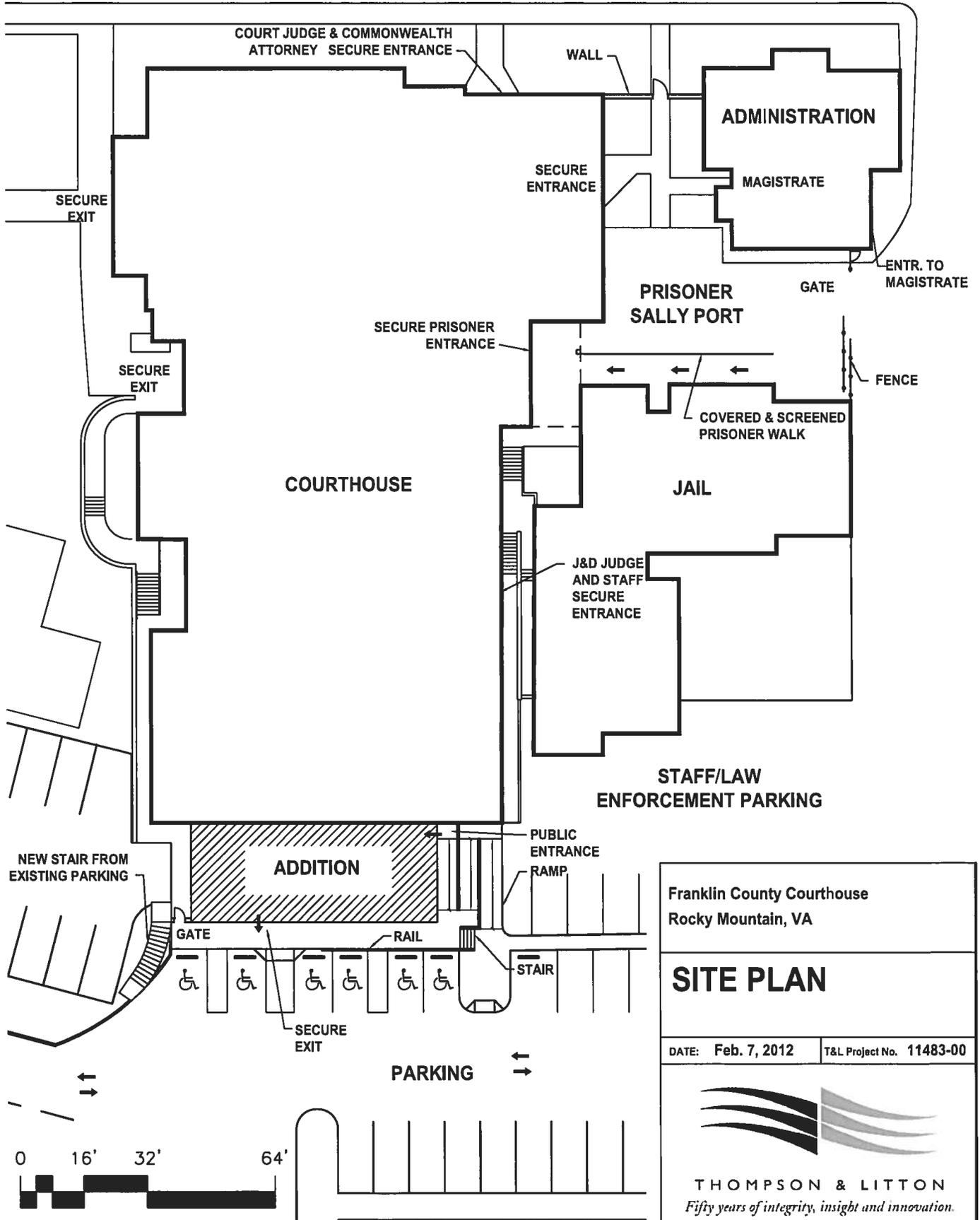
- The existing building and additions were considered as one building.
- The Code was VUSCB / BOCA 1993 Edition.
- The building was considered mixed-use A-3 Assembly and B Business.
- Construction Type 2A Non Combustible Protected.
- Height & Area Limitations 5-story / 65 ft , 19,500 SF (A-3 Occupancy)
- Floor Area:
 - Ground 9,705 SF
 - First Floor 14,455 SF
 - Second Floor 12,080 SF
 - Third Floor 10,620 SF
- Fire Rating:
 - Stairways 2 HR
 - Shafts 2 HR
 - Structure 2 HR
 - Floor 1 ½ HR
 - Roof 1 HR
 - Exit Access Corridors 1 HR
 - Corridor Doors 20 MIN

While the area numbers appear to include the construction that existed at the time (original courthouse and first addition), it is not clear if the construction type and ratings indicated apply to the entire building or just to the 1995 addition.

Under the 2009 Virginia Uniform Statewide Building Code (VUSBC) currently in effect for new construction

- The building use and occupancy group is A-3 Assembly, Courtroom;
- The building does not have an automatic sprinkler system that is required for use group A-3 in the 2009 VUSBC;

- The building appears to exceed the 2009 VUSBC allowable building height of three stories for Type IIA construction;
- The construction classification appears to be Type IIIB, non-combustible exterior walls with other combustible construction (roof structure of the original courthouse) and unprotected; and
- If the building is Type IIIB, it appears to exceed the 2009 VUSBC allowable floor area of 9,500 SF.



Franklin County Courthouse
 Rocky Mountain, VA

SITE PLAN

DATE: Feb. 7, 2012

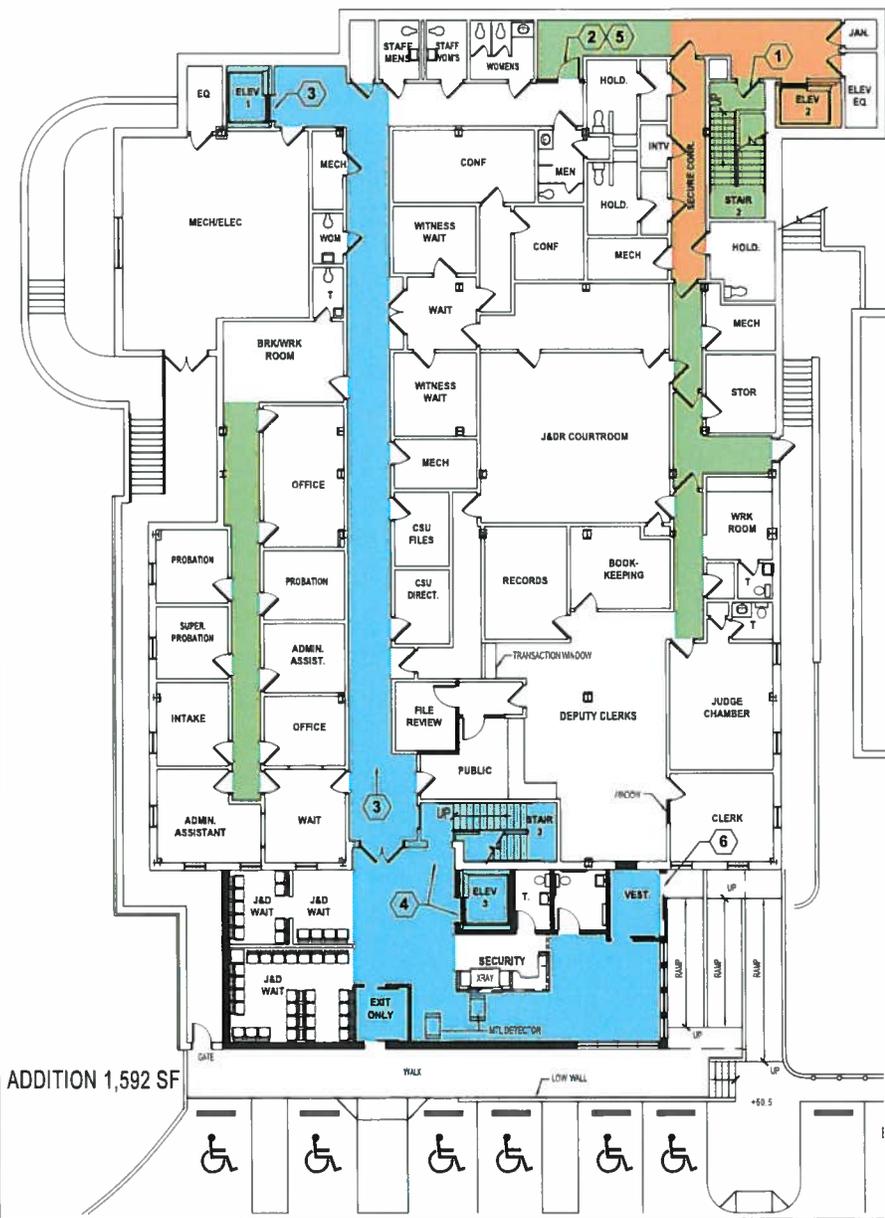
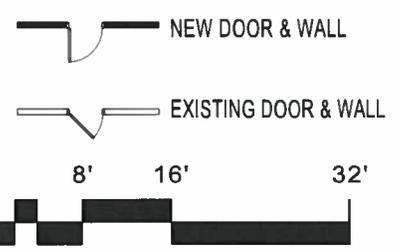
T&L Project No. 11483-00



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- PRISONER CIRCULATION
- PUBLIC CIRCULATION
- STAFF CIRCULATION

- 1 ACCESS CONTROL LOCKSET
ENTER STAIR ALL TIME
EXIT STAIR W/KEY CARD
- 2 DELAYED EGRESS LOCK
W/ ACCESS CONTROL
- 3 TO CIRCUIT COURT AND CIRCUIT
COURT CLERKS OFFICE AND
COMMONWEALTH ATTORNEY
- 4 TO DISTRICT COURT & DISTRICT
COURT CLERKS OFFICE
- 5 NEW DOOR AND WALL
- 6 PUBLIC ENTRANCE



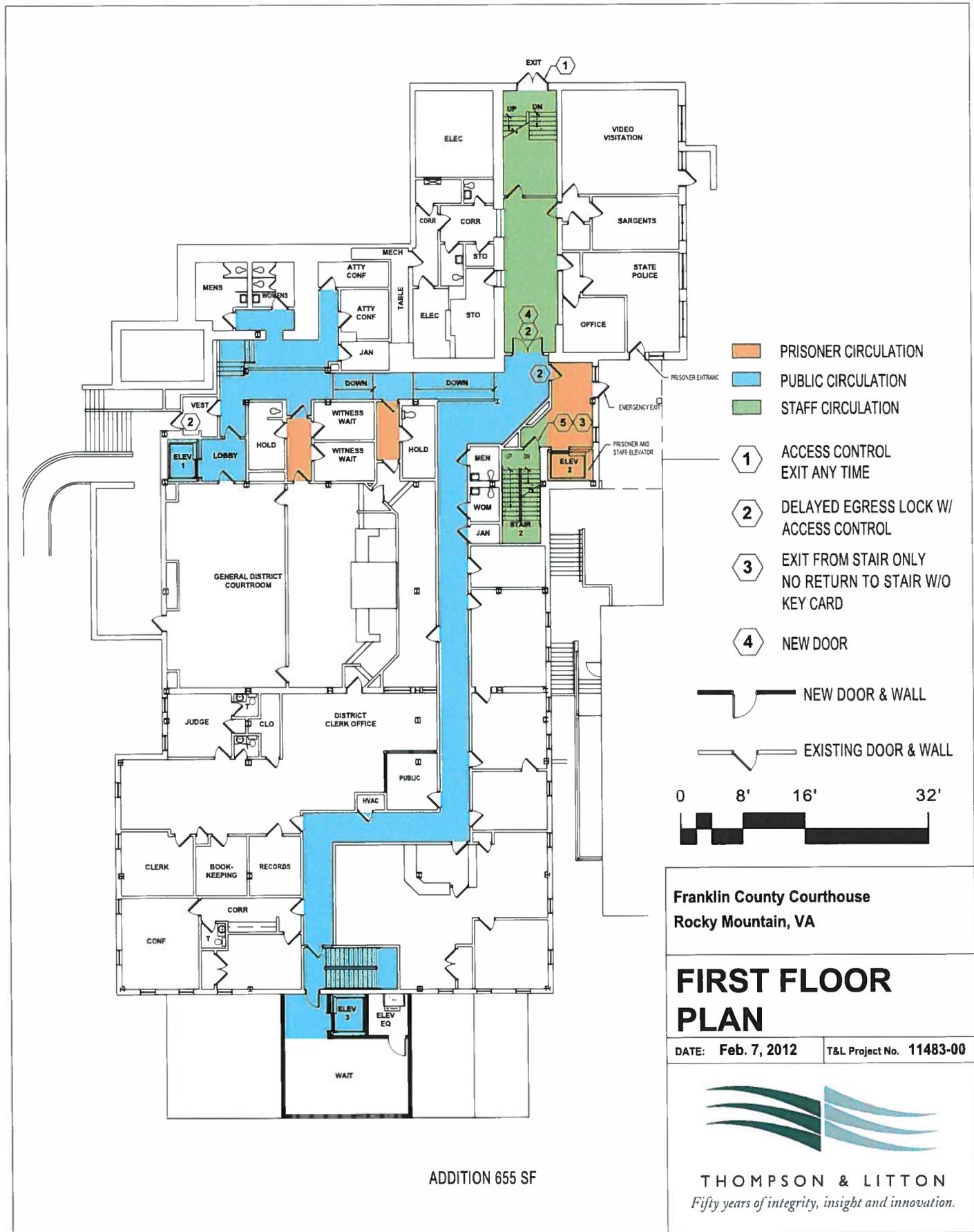
Franklin County Courthouse
Rocky Mountain, VA

GROUND FLOOR PLAN

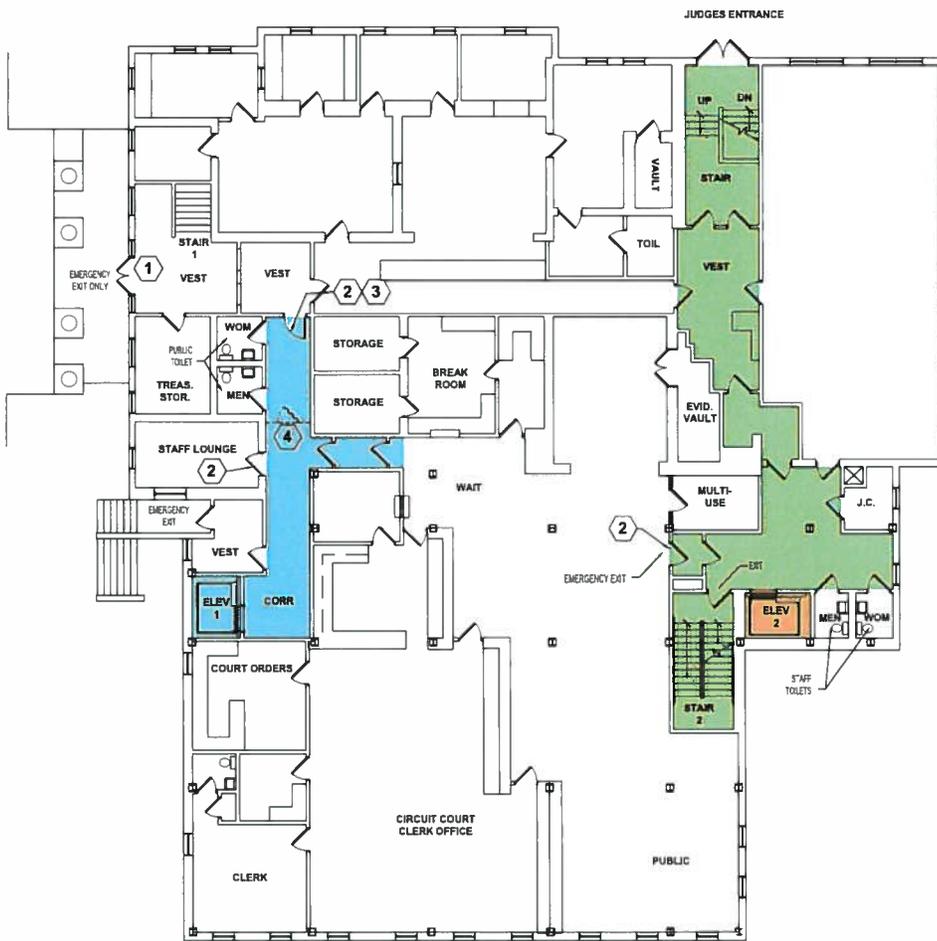
DATE: Feb. 7, 2012 T&L Project No. 11483-00



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ADDITION 655 SF



- PRISONER CIRCULATION
- PUBLIC CIRCULATION
- STAFF CIRCULATION

- 1 ACCESS CONTROL
ALWAYS EXIT
KEY CARD TO ENTER
- 2 DELAYED EGRESS LOCK W/
ACCESS CONTROL
- 3 NEW DOOR AND WALL
- 4 REMOVE EXITING WALL
AND DOOR



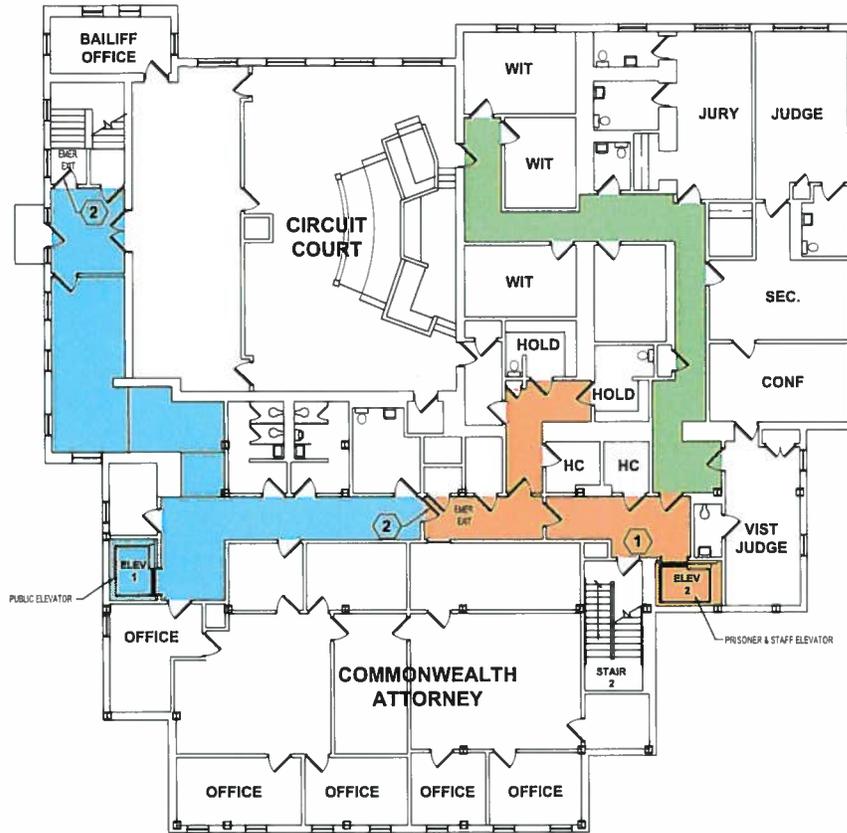
**Franklin County Courthouse
Rocky Mountain, VA**

SECOND FLOOR PLAN

DATE: **Feb. 7, 2012** T&L Project No. **11483-00**



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- PRISONER CIRCULATION
- PUBLIC CIRCULATION
- STAFF CIRCULATION

- 1 ACCESS CONTROL
CAN ALWAYS ENTER STAIR.
NEED KEY CARD TO ENTER
THIRD FLOOR
- 2 DELAYED EGRESS LOCK W/
ACCESS CONTROL



Franklin County Courthouse
Rocky Mountain, VA

THIRD FLOOR PLAN

DATE: Feb. 7, 2012

T&L Project No. 11483-00



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Office of the Sheriff County of Franklin

MEMORANDUM

TO: Richard Huff
County Administrator

FROM: Sheriff W. Q. "Bill" Overton, Jr. *W. Overton*

DATE: May 10, 2012

SUBJECT: Courthouse Security Evaluation

Over the past few months a committee made up of members from the Office of the Sheriff, has reviewed and studied a Courthouse Security Evaluation conduct by Thompson & Litton – Project #11483. Our main objective was to make recommendations specific as to a main entrance into the courthouse, the securing of all other entrances and the safe movement of inmates to and from the jail to the courthouse.

The committee was unanimous and quite vocal with regards to the importance of securing the courthouse which meant securing all accessible doors other than the main proposed entrance. It was surmised that spending money to facilitate one specific entrance for security reasons then to allow use of other doors for access would negate a complete security breach and therefore, completely nullify the main reason behind having one secured entrance.

The committee found one area, whereas, transporting inmates to the General District Court was an issue due to contact with the public in this particular corridor. This was discussed with Mr. Thurman and a revision was made by Thompson & Litton with a new acceptable revision to address this issue.

Finally the committee concluded in order for the Office of the Sheriff to be successful in its effort to provide the necessary security for our judges, court staff, and citizens who have business to conduct in the courthouse, we are in agreement with the plan proposed by Thompson & Litton with the understanding it will require two new additional Deputy Sheriff's in order to fully staff the requirements it will place upon the Office of the Sheriff to monitor and scan all person(s), and belongings of person(s) entering through the proposed main entrance during normal courthouse hours of operation.

I hope this information is helpful to staff and to the Board of Supervisors as they continue to review this proposal.

cc: Mike Thurman, General Properties

To: Sharon Tudor

May 5, 2012

1255 Franklin St.

Suite 111

Rocky Mount, VA. 24151

Sharon,

The month of May has been designated GBS/CIDP Awareness Month for the purpose of educating the public and focusing attention on the disorders known as Guillain-Barre Syndrome (GBS) and Chronic Inflammatory Demyelinating Polyneuropathy (CIDP). The GBS/CIDP Foundation International has requested all local chapter liaisons to contact local officials and ask for their support. Mayor Bowers of the city of Roanoke is making an official proclamation declaring May GBS/CIDP awareness month in Roanoke and I would like to ask for the support of the Board of Franklin County as well.

With the surrounding area there are at least 150+ people afflicted with these syndromes. We have a support group that provides emotional support to patients and their families. This includes hospital visits, distribution of literature, setting up support group meetings and helping them get through a difficult time. Once afflicted the effects of these syndromes are debilitating and can last a lifetime.

I would like to ask you to present this to the Board Members and please designate May as GBS/CIDP Awareness Month in Franklin County.

Thank you for your time and support in this matter.

Please feel free to contact me if any additional information is desired.

Sincerely,

Rick Forney

Liaison for Southwestern VA.

1954 Hardy Rd.

Hardy, VA. 24101

RICK FORNEY
 H: (540) 719-1157
 C: (540) 519-4794

Guillain-Barré Syndrome

Chronic Inflammatory Demyelinating Polyneuropathy

GBS | CIDP
 Foundation International Liaison for Southwest Virginia

BGS/CIDP AWARENESS MONTH

WHEREAS, The GBS/CIDP Foundation International, a non-profit 501(c)(3) organization, was founded by Estelle and Robert Benson in 1980; The Foundation is committed to continuing to provide the experience of care and support so indicative of the original Foundation;

WHEREAS, Guillain-Barré (Ghee-yan Bah-ray) Syndrome is an inflammatory disorder of the peripheral nerves outside the brain and spinal cord. It's also called: Acute Inflammatory Demyelinating Polyneuropathy or Landry's Ascending Paralysis;

WHEREAS, Chronic Inflammatory Demyelinating Polyneuropathy (CIDP) is a rare disorder of the peripheral nerves characterized by symmetrical weakness in the arms and legs that progressively worsens for longer than two months. It is often but not always associated with impaired sensation, absent or diminished tendon reflexes, an elevated cerebrospinal fluid protein level, and changes in nerve-conduction. CIDP can occur at any age, with peak prevalence in the sixth and seventh decade, and is twice as common in men as in women. CIDP is believed to be under diagnosed and undertreated. Therefore, its prevalence is difficult to determine, with some estimates ranging up to 8.9 per 100,000 adults. If left untreated, approximately 30 percent of CIDP patients will progress to wheelchair dependence. Early recognition and treatment can help prevent disability and improve recovery.

NOW, THEREFORE, WE THE Franklin County Board of Supervisors, do hereby proclaim the month of May , as

GBS/CIDP MONTH

*Given under our hands and the Seal of Franklin County this 15th day of May
2012.*

*Sharon K. Tudor, MMC
Clerk
Franklin County Board of Supervisors*



Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

<p><u>AGENDA TITLE:</u> Extension of Wastewater Service Area</p> <p><u>SUBJECT/PROPOSAL/REQUEST</u> Extension of Wastewater Service Area</p> <p><u>STRATEGIC PLAN FOCUS AREA:</u> <u>Goal #</u> <u>Action Strategy:</u></p> <p><u>STAFF CONTACT(S):</u> Messrs. Huff, Moore</p>	<p><u>AGENDA DATE:</u> May 15, 2012</p> <p><u>ACTION:</u> YES</p> <p><u>INFORMATION:</u></p> <p><u>CONSENT AGENDA:</u> <u>ACTION:</u></p> <p><u>ATTACHMENTS:</u></p> <p><u>REVIEWED BY:</u> <i>REH</i></p> <p><u>ITEM NUMBER:</u></p> <p><u>INFORMATION:</u></p>
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BACKGROUND:

Franklin County's agreement with the Western Virginia Water Authority for the provision of water and wastewater services requires that any request for extensions beyond that area initially granted to Western Virginia Water Authority by the Board of Supervisors would have to be submitted to the Board for additional approval. This provision was intended to ensure that any utility extensions that could encourage or discourage growth would only be done with the Board's knowledge and approval.

DISCUSSION:

The County and Western Virginia Water Authority have been discussing for some time the provision of additional sewer in both the Lakewatch area and the Bridgewater Plaza area of Franklin County. It now seems that the Western Virginia Water Authority may be in a position to acquire the wastewater system at Lakewatch, however it falls outside of the Authority's current wastewater service area which roughly corresponds to the Westlake Overlay District. The Western Virginia Water Authority is therefore requesting that the County extend its wastewater service area down to Halesford Bridge per the attached map. This would enable the Authority to make connections to this plant to ensure its optimum operation in the future.

While a public hearing is not technically required for the service area extension, the Board had indicated previously that it wanted the public to be aware of possible expansions of utilities. Staff seeks the Board's direction, if it is interested in considering the Authority's request to extend wastewater services in order to provide the necessary public notice recommendation.

RECOMMENDATION:

Staff recommends that the Board consider the Western Virginia Water Authority request for wastewater service area expansion per the attached map and direct staff whether a public hearing should be scheduled or a public comment period for the June Board Supervisors meeting.



April 25, 2012

VIA EMAIL and REGULAR MAIL

Mr. Richard E. Huff, II
Franklin County Administrator
1255 Franklin Street
Suite 112
Rocky Mount, VA 24151

Re: Wastewater Service Area Request

Dear Mr. Huff:

The Western Virginia Water Authority (Authority) is in negotiation to acquire the Lakewatch Plantation Wastewater Treatment Plant (Plant). The Plant is physically located on 2.1 acres in the Lakewatch Plantation development, Map 15 Parcel No. 4203. The drainfields for the Plant are located on a separate parcel in the Lakewatch Plantation development, Map 15 Parcel No. 42.

As you are aware, when Franklin County (County) joined the Western Virginia Water Authority as a member locality, an agreement between the County and the Authority was developed to govern the Authority's operations in the County. Included in the terms of the agreement is a requirement for the County to authorize service areas for utilities. The proposed service area for the Lakewatch Plant is outside the Authority's current wastewater service area which roughly corresponds to the Westlake Overlay District.

Attached is a map of the proposed service area (pink) the Authority would like to provide wastewater service in should the Authority acquire the Lakewatch Plant. The existing Westlake Service Area is denoted in green. Please note that the proposed service area is larger than the area covered by the current owner's Special Use Permit (SUP). I am asking that the County designate the area proposed as additional wastewater service area for the Authority. The start of actual wastewater operations in this area would of course be subject to the transfer of the Plant's SUP to the Authority.

Please do not hesitate to contact me if you have any further questions. If a detailed summary of the project or other additional information is needed, please let me know. Also, the service area boundaries can be adjusted as needed.

Sincerely,

Michael T. McEvoy
Executive Director, Wastewater Services

cc: Gary Robertson, Executive Director Water Operations

Our Mission is Clear

601 S. Jefferson Street • Roanoke VA 24011

540-853-1449 • 540-863-1600 (fax) • www.westernvawater.org



Franklin County

A Natural Setting for Opportunity

EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u> Penhook Community Recreational Field Maintenance	<u>AGENDA DATE:</u> May 15, 2012	<u>ITEM NUMBER:</u>
<u>SUBJECT/PROPOSAL/REQUEST</u> Request for the County to provide financial support to assist in maintaining the field for recreational purpose.	<u>ACTION:</u> <u>INFORMATION:</u>	
<u>STRATEGIC PLAN FOCUS AREA:</u>	<u>CONSENT AGENDA:</u> YES	
<u>Goal #</u> <u>Action Strategy:</u>	<u>ACTION:</u>	<u>INFORMATION:</u>
<u>STAFF CONTACT(S):</u> Messrs. Huff, Burnette	<u>ATTACHMENTS:</u> YES	
	<u>REVIEWED BY:</u> 	

BACKGROUND:

The Penhook Community Recreational Field was built and maintained by a group of community volunteers in order to provide walking track opportunities and recreational field space for a population of the County that resides some distance from the centralized facilities in Rocky Mount. As the group that initiated the field begins to age, finding volunteers to step in and keep the maintenance on the field up to par including mowing has become very difficult. Ms. Dorothy Cundiff, Managing Director of the Penhook Community Improvement Club has requested that the County consider providing financial assistance to the Club in order to keep the field mowed. In an effort to assist, the County asked its mowing contractor to look at the field and provide a price commensurate with what was being charged for other County owned fields and a price of \$90 per mowing event has been provided. Penhook Community Improvement Club intends to contract with County's mowing vendor and is requesting that the County make a donation in exchange for use by the County of the field as needed.

DISCUSSION:

Assuming a 28 week mowing season at \$90 per mow, the estimated cost of the request is \$2,520.

Staff recognizes that there are other privately owned fields still operated in the County which could set a precedent in meeting this request. The County operates a small grant program each year for improvement of these community parks and the fund has not been accessed in recent years and has now grown to be sufficient for the Board to address these requests on a case by case basis if the others request similar assistance. Having these recreational fields available to the public certainly takes the pressure off the County owned fields and can be an asset in the community.

RECOMMENDATION:

Staff recommends that the Community Facility Fund be used to address this request on a year to year basis and if other request are ived, the same fund could be used to determine those request in a similar fashion.

PEN HOOK COMMUNITY IMPROVEMENT club, Inc.
Operating the Pen Hook Recreational Field
769 Listening Hill Road
Pen Hook, Va. 24151

May 9, 2012

Mr. Rick Huff, County Administrator
1255 Franklin Street
Government Building
Rocky Mount, Virginia 24151

Dear Mr. Huff

In the lower end of the County is a very beautiful field that local Citizens have improved and worked very hard on. However, the field has never been used as we had hoped by Franklin County. It is there to be used If the County would need it.

Our funds are very low and we do need some help in maintaining the field as we feel this is a source of pride for at least a part of our County. We have hoped that the County might keep this field mowed as a token of concern for this area of Franklin County.

Therefore, we respectfully request that the County take this under advisement .

Thank you for your support.

Sincerely,

Dorothy E. Cundiff
Managing Director



Franklin County

A Natural Setting for Opportunity

EXECUTIVE SUMMARY

AGENDA TITLE: Additional School Budget Request 2012-13	AGENDA DATE: May 15, 2012	ITEM NUMBER:
SUBJECT/PROPOSAL/REQUEST School Board Request for the County to budget carryover funds from 2011-12 to 2012-13.	ACTION: Yes	
STRATEGIC PLAN FOCUS AREA: Goal # Action Strategy:	INFORMATION:	
STAFF CONTACT(S): Messrs. Huff, Copenhaver	CONSENT AGENDA: ACTION:	INFORMATION:
	ATTACHMENTS: Yes	
	REVIEWED BY: <i>REH</i>	

BACKGROUND:

During the 2012-13 budget discussions, the schools requested that 2011-12 carryover funds be allowed to be used for ongoing expenses in the 2012-13 Budget to ease the impact of the loss of federal revenue in the same year that significant additional VRS and other expenses had to be absorbed. The attachment is an updated request from the School Board whereby they have voted to voluntarily reduce their 2011-12 School Budget by the amount that they are requesting in carryover funds in order to provide assurance to the Board of Supervisors that those funds are in fact available and will be available at June 30, 2012. Additionally, they are requesting \$281,073 of the \$418,128 Energy Reserve fund that the County is holding. The proposal attached would use the carryover funds in order not to eliminate seven non-classroom professional positions, seven resource teacher positions and eleven classroom professional positions.

DISCUSSION:

During the 2012-13 budget discussions this item was tabled until such time as the carryover could be assured. The voluntary reduction of the budget by the School Board with concurrence of the Board of Supervisors does, in fact, assure that those funds will be available. The second issue to be considered remains as to whether one time funds should be used for ongoing expenses. The schools have indicated that they want the next twelve months to further look at their operations to determine efficiencies and savings to cover these positions and if they cannot identify the money, they understand that these funds do not repeat and will not be available in the 2013-14 Budget.

Section 15.2-2507 of the State Code says that any amendment of the budget which exceeds 1% of the total expenditures shown in the currently adopted budget must be accomplished by publishing a notice of a meeting and a public hearing to be held. If the Board is inclined to grant the School's request, a public hearing will need to be held. Given that the Schools want to advise these employees one way or the other as to their job status, the Board can give its indication of whether it intends to honor the request or not, but such indication is only legally binding following a vote after the public hearing. The public hearing could be held at the Board's June 19, 2012 meeting.

RECOMMENDATION:

Staff seeks the Board's direction on the School's request.

Franklin County Public Schools
 Budget Reductions Already Made in the
 Proposed 2012-13 School Budget Request
 March 27, 2012

<u>Description of Reductions</u>	<u>Amount</u>
Personnel & Benefits Estimates	\$ 750,000
Personnel & Benefits Estimates	251,322
Staff Development – Technology	25,620
Cosmetology	22,930
Travel (\$1,622 + \$3,466)	5,088
Science & English Writing Textbooks	1,590,107
Updated Science Resource Materials & Equipment	274,000
Early Retirement Savings	342,645
Division Staff Development	9,984
Teacher Training	12,710
Maintenance Plan	40,551
Cut 1 Teaching Position	50,000
Piedmont Regional Tech Prep Consortium	9,000
Professional Dues	10,945
Purchased Services – IA	15,516
Custodial Supplies	21,683
7 Bus Driver Positions	117,664
2 FCHS to CATCE/Public Safety Bus Routes	11,596
Sp Ed Purchased Services	23,300
5% Reduction of School Formula Budgets	89,901
School Board Travel	1,713
Cut District Position	77,299
Cut District Support Position (Retirement)	48,767
Cut 3 Secondary Elective Positions (Retirements)	148,456
Cut 2 Elementary Positions (Retirements)	98,382
Additional 5% Reduction of School Formula Budgets	89,901
Personnel & Benefits Estimates	<u>200,000</u>
 Total	 <u>\$4,339,080</u>

Franklin County Public Schools
2012-13 Additional School Budget Request
May 9, 2012

The Franklin County School Board voted unanimously 6-0 on Wednesday, May 2, 2012 to voluntarily reduce the 2011-12 School Budget by \$1,417,555 provided that the FC BOS will approve the usage of \$281,073 in Energy Reserve Funds, already in hand, and this deappropriated \$1,417,555 in its 2012-13 School Budget, along the lines requested below. This motion was made in order to provide more assurance as to the status of the \$1,417,555. We are currently waiting to issue contracts and to withdraw some of the possible job loss letters until this item is voted upon. The School Board realizes that an equivalent amount of reductions will have to be made in the future proposed 2013-14 School Budget, since these funds that are proposed for usage in 2012-13 are from one-time sources.

Our Additional School Budget Request is as follows:

Proposed Revenues:

- | | |
|---|------------------|
| 1. Energy Fund Reserve (EFR) (Already Reserved - \$418,128)
(\$79,090 + \$121,505 + \$80,478 = \$281,073)
(Note: This would leave EFR funds of \$137,055 + any additional carryover from 2011-12 for unused heating fuel services.) | \$ 281,073 |
| 2. Carryover Funds from 2011-12 (Deappropriated from 2011-12) | <u>1,417,555</u> |

Total Proposed Revenues	<u>\$1,698,628</u>
-------------------------	--------------------

Proposed Expenditures:

- | | |
|---|----------------|
| 1. Transportation Fuel | \$ 79,090 |
| 2. Electrical Services | 121,505 |
| 3. Heating Fuel Services | 80,478 |
| 4. 7 Non-Classroom Professional Positions | 419,767 |
| 5. 7 Resource Teacher Positions | 453,085 |
| 6. 11 Classroom Professional Positions – Elementary & Secondary | <u>544,703</u> |

Total Proposed Expenditures	<u>\$1,698,628</u>
-----------------------------	--------------------

Please see the information on page 2 to see that the School Board and School Administration have already made cuts totalling \$4,339,080 to accommodate some of the revenue losses, expenditure increases and State-mandated expenditure increases.

Please support us in maintaining the quality of Franklin County Public Schools. Additional cuts at this time will create severe difficulties in providing needed and required services to students. We feel that we need to use all available appropriate financial tools in order to maintain as much educational quality as we can.

Thank you for your consideration of this request.

Also, thank you for already maintaining level County funding of the School Budget for 2012-13.

§ 15.2-2507. Amendment of budget.

A. Any locality may amend its budget to adjust the aggregate amount to be appropriated during the current fiscal year as shown in the currently adopted budget as prescribed by § [15.2-2504](#). However, any such amendment which exceeds one percent of the total expenditures shown in the currently adopted budget must be accomplished by publishing a notice of a meeting and a public hearing once in a newspaper having general circulation in that locality at least seven days prior to the meeting date. The notice shall state the governing body's intent to amend the budget and include a brief synopsis of the proposed budget amendment. Any local governing body may adopt such amendment at the advertised meeting, after first providing a public hearing during such meeting on the proposed budget amendments.

B. Pursuant to the requirements of §§ [15.2-1609.1](#), [15.2-1609.7](#), [15.2-1636.8](#), and [15.2-1636.13](#) through [15.2-1636.17](#) every county and city shall appropriate as part of its annual budget or in amendments thereto amounts for salaries, expenses and other allowances for its constitutional officers that are not less than those established for such offices in the locality by the Compensation Board pursuant to applicable law or, in the event of an appeal pursuant to § [15.2-1636.9](#), by the circuit court in accordance with the provisions of that section.

(1983, c. 319, § 15.1-162.1; 1984, c. 523; 1997, cc. [587](#), [602](#); 2007, c. [297](#).)

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FRANKLIN COUNTY
Board of Supervisors

26



Franklin County
A Natural Setting for Opportunity

EXECUTIVE SUMMARY

AGENDA TITLE: Eligible Employee Health Participation Benefits Policy	AGENDA DATE: May 15, 2012	ITEM NUMBER:
SUBJECT/PROPOSAL/REQUEST Policy Revisions – Employer Contribution to married County employees and other employees who do not participate in the County’s Health Insurance plan.	ACTION:	INFORMATION:
STAFF CONTACT(S): Messrs. Huff, Moore, Whitlow, Copenhaver, Scott, Barnes	CONSENT AGENDA: ACTION:	INFORMATION:
	ATTACHMENTS: YES	
	REVIEWED BY: RETZ	

BACKGROUND:

Many years ago the County began to contribute a monthly allowance to those employees who were eligible to participate per County Health Care contract and chose not to participate in the County’s health insurance plan. This amount has continued to grow annually commensurate with the various health insurance premium increases picked up by the County. The current allowance for those employees not participating in the County health insurance plan stands at \$164.91 per month. Such allowance can be used by the employee to fund their flexible spending account(s) or to purchase additional benefits (i.e. disability insurance, life insurance, etc.).

For those married couples (both individuals employed by the County), the County has offered a separate benefit so that they did not have to pay an employee share towards their health insurance. More specifically, in September of 1991, the Board passed a policy whereby “*the employer contribution for health coverage for legally married County employees shall be the amount equal to the lesser of the cost of a family plan; or the total of a family and single contribution.*” In essence, this policy provides for 100% of a married couple’s health insurance to be paid by the County.

DISCUSSION:

The intent of the 1991 policy was to offer the same financial contribution to all employees. Health care costs and insurance premiums have risen significantly and not passing along some of the increase to married employees is no longer sustainable. Staff would propose that effective July 1, 2012, existing married couples be grandfathered until such time as either spouse leaves employment with the County. After July 1, 2012, any new married employees will be treated the same as other county employees and will pay the same employee contributions as paid by all other employees. This will have the effect of rescinding the 1991 policy and abolishing it for new hires.

Secondly, all existing employees that do not currently participate in County health insurance will be grandfathered with respect to the \$164.91 monthly allowance benefit that can be used to purchase other benefits (i.e. disability insurance, life insurance, etc.). Said another way, this \$164.91 monthly allowance will continue for those employees, but frozen at this amount with no future increases. The monthly allowance for any employees currently not participating in the County health insurance plan will no longer be available effective July 1, 2012. New employees that choose not to participate in the County’s health insurance will not receive any allowance to purchase other benefits (i.e. disability insurance, life

insurance, etc.).

The Department of Social Services and the Schools were never subject to the 1991 policy because they are governed by different personnel policies. These changes will bring the County more into line with their respective practices.

RECOMMENDATION:

Staff respectfully requests the Boards consideration and adoption of these new policies.

4/11/18
for the County, was closing.

Mr. John H. Lester submitted to the board the following proposed amendments to the County Personnel Policy:

1.5J 16. Violation or failure to comply with any county policy or procedure including unauthorized use of county computer system software or hardware.

1.9 Participation in Benefits

All permanent, full time employees shall be eligible for the county's benefit program. Health coverage, if desired by the employee, shall become effective on the first of the month following his/her date of employment and shall terminate at the end of the month in which the employee's termination is effective.

The employer contribution for health coverage for legally married County employees shall be the amount equal to the lesser of: the cost of a family plan; or the total of a family and single contribution. It is the responsibility of the employee to notify the County of this situation and in no event will retroactive payments be made on behalf of employees who fail to provide this notification.

Annual leave and sick leave are earned only upon completion of a full calendar month of employment. Employees terminating before the end of a calendar month will not be eligible to earn a leave day for that month.

4.6 Indebtedness to the County

Section 58.1-3133 of the Code of Virginia, as amended, allows the Treasurer to deduct taxes lawfully owed to the county before issuing a warrant (check) to the party owing such taxes. County employees are expected to pay taxes, licenses and fees owed to the County on or before their due dates. In the event of delinquency, it is the policy of the county to instruct the Treasurer to follow the procedures outlined by state law to collect the delinquent amount including deducting the amount owed from any warrants lawfully drawn.

General discussion was followed.
(RESOLUTION # 18-09-91)

BE IT THEREFORE RESOLVED, by the board to approve 1.5J-16 and 4.6 as submitted to be included in the Personnel Policy.

MOTION BY: Gus Forry

SECONDED BY: Charles Ellis

VOTING ON THE MOTION WAS AS FOLLOWS:

AYES: Ellis, Brooks, Forry, Angell, Washburn, Woods & Murray

PERSONNEL POLICY ADDITIONS

Mr. Lester requested the board's direction on a request from ABLAC Insurance Company to offer county employees a cancer policy. The board directed Mr. Lester to follow guidelines set by the board to offer individual insurance agencies to contact county employees during non-working hours.

Mr. Charles Ellis, Supervisor, Gills Creek District, requested the board to forward a resolution to VACO, Virgil Goode, Willard Finney, and to the General Assembly requesting th 1.5 million dollars to be replenished to the Virginia Game &

The dental insurance proposal from Delta Dental presented a renewal quote with no increase for a two year renewal.

RECOMMENDATION:

Staff requests the Board to review the various health insurance options and approve one of the options accordingly, thereby directing the County Administrator to renew employee health insurance with Anthem for FY '12-'13. In addition, staff requests the Board to renew employee dental insurance with Delta Dental of Virginia for FY12-13 and FY13-14. Staff would also request that any savings realized from lower premiums be added to a health insurance reserve to buffer future increases. Lastly, staff recommends that \$100,000 from the County's carryover be placed into the Health Reimbursement Account (HRA) for just the first year to buffer against a shortfall given that we have no history with how many employees will choose which coverage in a multiple choice scenario. If not needed, it will rollover to be available in future years or added to a reserve as noted above.

County of Franklin/Town of Rocky Mount

2012-2013

CARRIER	Anthem	Anthem	Anthem
	KeyCare 15	KeyCare 25/500	KeyCare 30/1000
IN-NETWORK	CALENDAR YEAR BENEFIT	CALENDAR YEAR BENEFIT	CALENDAR YEAR BENEFIT
Plan Year Deductible	N/A	\$500/1000	\$1000/2000
Office Visit Copay	\$15/30	\$25/50	\$30/50
Inpatient Deductible	\$300 -- 80/20 of AC	80% of AC after Deductible	80% of AC after Deductible
Outpatient Deductible	\$150/200 ER -- 80/20 of AC	80% of AC after Deductible	80% of AC after Deductible
Benefit Period	Calendar Year	Calendar Year	Calendar Year
Out-of-Pocket	\$2500/5000	\$3000/6000	\$3500/7000
Retail Rx -- 30 days	\$10/30/50 or 20% ⁽¹⁾	\$10/30/50 or 20% ⁽¹⁾	\$10/30/50 or 20% ⁽¹⁾
Mail Rx - 90 days	\$10/60/150 or 20% ⁽¹⁾	\$10/60/150 or 20% ⁽¹⁾	\$10/60/150 or 20% ⁽¹⁾
Contraceptive Coverage	Yes	Yes	Yes
Coinsurance	80% of AC after Deductible	80% of AC after Deductible	80% of AC after Deductible
Preventive Care	100% of AC No Deductible	100% of AC No Deductible	100% of AC No Deductible
Well Baby Care	100% of AC No Deductible	100% of AC No Deductible	100% of AC No Deductible
Vision	\$15 OV/Material Copay/Discounts	\$15 OV/Material Copay/Discounts	\$15 OV/Material Copay/Discounts
Dependent Age	26M	26M	26M
Dependent Maternity	80% of AC after Deductible	80% of AC after Deductible	80% of AC after Deductible
All-in Spectrum Coverage	Included Age 2 through 6	Included Age 2 through 6	Included Age 2 through 6
Home Health Care	100 Visits @ 80% AC	100 Visits @ 80% AC	100 Visits @ 80% AC
Prosthetic Devices	80% After Deductible	80% After Deductible	80% After Deductible
OUT-OF-NETWORK			
Plan Year Deductible	\$400/800	\$750/1500	\$1500/3000
Out-of-Pocket	\$4250/8500	\$4500/9000	\$5250/10500
Coinsurance	70/30	60/40	60/40
Vision	\$30	\$30	\$30 ⁽¹⁾

(1) Brand Name 20% to \$200 Maximum on Retail or \$400 on Mail Order; \$3500 Annual Out of Pocket Maximum

(04/25/2012pja) wpdocs\County of Franklin\response2012\2012response sheets

This Illustration is a brief comparison of benefits. Please see detail benefit flyers for exclusions and limitations.



Current Monthly Rates-KC15			Anthem Monthly Renewal Rates-KC15-15% Reduction in Split						
County of Franklin	Rate	ER Cost	EE Cost	County of Franklin	Rate	Employer %	ER Cost	EE Cost	EE Monthly Increase
Employee Only	112 \$ 460.31	\$ 374.76	\$ 85.55	Employee Only	23 \$ 503.39	66%	\$ 332.24	\$ 171.15	\$ 85.60
Employee/Child	21 \$ 704.26	\$ 529.74	\$ 174.52	Employee/Child	4 \$ 770.18	60%	\$ 462.11	\$ 308.07	\$ 133.55
Employee/Spouse	61 \$ 966.65	\$ 728.56	\$ 238.09	Employee/Spouse	14 \$ 1,057.12	60%	\$ 634.27	\$ 422.85	\$ 184.76
Employee/Family	105 \$ 1,288.86	\$ 972.72	\$ 316.14	Employee/Family	19 \$ 1,409.50	60%	\$ 845.70	\$ 563.80	\$ 247.66
Total Census	299			Total Census	60				
Employer Monthly Cost		\$ 199,675.42		Employer Monthly Cost		\$ 34,438.00			\$15 Co-Pay
Employer Annual Cost		\$2,396,105.04		Employer Annual Cost		\$413,256.00			No Deductibles

Anthem Monthly Renewal Rates PPO25/500					
County of Franklin	Rate	Employer %	ER Cost	EE Cost	EE Monthly Increase
Employee Only	90 \$ 481.24	81%	\$ 389.80	\$ 91.44	\$ 5.89
Employee/Child	18 \$ 736.29	75%	\$ 552.22	\$ 184.07	\$ 9.55
Employee/Spouse	47 \$ 1,010.61	75%	\$ 757.96	\$ 252.65	\$ 14.56
Employee/Family	84 \$ 1,347.48	75%	\$ 1,010.61	\$ 336.87	\$ 20.73
Total Census	239				
Employer Monthly Cost		\$ 165,537.55			\$25 Co-Pay
Employer Annual Cost		\$1,986,450.64			\$500 Single Deductible
					\$1000 Spouse/Child/ Family

Employer Annual Cost for Double Option	2,399,707
Savings From Current Plan	(3,602)
HRA Fund	(100,000)
Yearly Decrease After Contribution to HRA Fund	(103,602)
County Places \$100,000 into a Health Reimbursement Account (HRA) Administered by a Third Party to reimburse those employees that choose the KeyCare 25/500 up to \$375 towards one \$500 deductible.	

Option 2

Option 2

Current Rates-KC15			Anthem Renewal Rates-KC15-15% Reduction in Split			Renewal Anthem PPO25/500 w/Current Employer Split				
County of Franklin	Rate	ER Cost	EE Cost	Rate	ER Cost	EE Cost	Rate	ER Cost	EE Cost	EE Monthly Increase
Employee Only	112	\$ 460.31	\$ 374.76	\$ 85.55	58	\$ 503.39	\$ 171.15	42	\$ 481.24	\$ 91.44
Employee/Child	21	\$ 704.26	\$ 529.74	\$ 174.52	10	\$ 770.18	\$ 308.07	9	\$ 736.29	\$ 184.07
Employee/Spouse	61	\$ 966.65	\$ 728.56	\$ 238.09	32	\$ 1,057.12	\$ 422.85	24	\$ 1,010.61	\$ 252.65
Employee/Family	105	\$ 1,288.88	\$ 972.72	\$ 316.14	47	\$ 1,409.50	\$ 563.80	46	\$ 1,347.48	\$ 336.87
Total Census	289			147				121		
Employer Monthly Cost		\$ 199,675.42				\$ 83,935.45				\$ 86,020.78
Employer Annual Cost		\$ 2,396,105.04				\$ 1,007,225.44				\$ 1,032,249.39

Renewal Anthem PPO30/1000 w/Current Employer Split				
County of Franklin	Rate	ER Cost	EE Cost	EE Monthly Increase
Employee Only	12	\$ 464.63	\$ 376.35	\$ 88.28
Employee/Child	2	\$ 710.88	\$ 533.16	\$ 177.72
Employee/Spouse	5	\$ 975.73	\$ 731.80	\$ 243.93
Employee/Family	12	\$ 1,300.96	\$ 975.72	\$ 325.24
Total Census	31			
Employer Monthly Cost				\$ 20,950.15
Employer Annual Cost				\$ 251,401.81

Total Contracts	EE Monthly Increase
172	\$ 2.73
21	\$ 3.20
61	\$ 5.84
105	\$ 9.10
299	

Employer Monthly Cost	\$ 20,950.15	\$30 Co-Pay
Employer Annual Cost	\$ 251,401.81	\$1000 Single Deductible
		\$2000 Spouse/Child/Family
Employer Annual Cost for Triple Option	2,290,877	
Savings From Current Plan	105,228	
HRA Fund	(100,000)	
Yearly Decrease After Contribution to HRA Fund	5,228	

County Places \$100,000 into a Health Reimbursement Account (HRA) Administered by a Third Party to reimburse those employees that choose the Key Care 25/500 up to 50% towards the deductible. If the employee chooses the Key Care 30/1000 plan, the County would reimburse up to 75% towards the \$1,000 deductible.

Current Monthly Rates-KC15			Anthem Monthly Renewal Rates-KC15-25% Reduction in Split			Anthem Monthly Renewal Rates PPO25/500		
County of Franklin	Rate	EE Cost	County of Franklin	Rate	EE Cost	County of Franklin	Rate	EE Cost
Employee Only	112	\$ 460.31	\$ 374.76	\$ 85.55	23	\$ 503.39	\$ 221.49	\$ 135.94
Employee/Child	21	\$ 704.26	\$ 529.74	\$ 174.52	41	\$ 770.18	\$ 385.09	\$ 210.57
Employee/Spouse	61	\$ 966.65	\$ 728.56	\$ 238.09	141	\$ 1,057.12	\$ 528.56	\$ 290.47
Employee/Family	105	\$ 1,288.86	\$ 972.72	\$ 316.14	191	\$ 1,409.50	\$ 704.75	\$ 388.61
Total Census	299				60			137
Employer Monthly Cost		\$ 199,675.42		\$ 28,814.11		\$ 315 Co-Pay		\$ 94,766.14
Employer Annual Cost		\$ 2,396,105.04		\$ 345,769.36		No Deductibles		\$ 1,137,193.64

Anthem Monthly Renewal Rates PPO30/1000		
County of Franklin	Rate	EE Monthly Increase
Employee Only	38	\$ 464.63
Employee/Child	81	\$ 376.35
Employee/Spouse	20	\$ 975.73
Employee/Family	36	\$ 1,300.96
Total Census	102	
Employer Monthly Cost		\$ 68,328.46
Employer Annual Cost		\$ 819,941.54

Anthem Monthly Renewal Rates PPO30/1000		
County of Franklin	Rate	EE Monthly Increase
Employee Only	38	\$ 464.63
Employee/Child	81	\$ 376.35
Employee/Spouse	20	\$ 975.73
Employee/Family	36	\$ 1,300.96
Total Census	102	
Employer Monthly Cost		\$ 68,328.46
Employer Annual Cost		\$ 819,941.54

Anthem Monthly Renewal Rates PPO30/1000		
County of Franklin	Rate	EE Monthly Increase
Employee Only	38	\$ 464.63
Employee/Child	81	\$ 376.35
Employee/Spouse	20	\$ 975.73
Employee/Family	36	\$ 1,300.96
Total Census	102	
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Employer Annual Cost		\$ 819,941.54

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Employee/Child	81	\$ 376.35
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Anthem Monthly Renewal Rates PPO30/1000		
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Anthem Monthly Renewal Rates PPO30/1000		
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Employee Only	38	\$ 464.63
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Employee/Family	36	\$ 1,300.96
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Employer Monthly Cost		\$ 68,328.46
Employer Annual Cost		\$ 819,941.54

Anthem Monthly Renewal Rates PPO30/1000		
County of Franklin	Rate	EE Monthly Increase
Employee Only	38	\$ 464.63
Employee/Child	81	\$ 376.35
Employee/Spouse	20	\$ 975.73
Employee/Family	36	\$ 1,300.96
Total Census	102	
Employer Monthly Cost		\$ 68,328.46
Employer Annual Cost		\$ 819,941.54

Employer Annual Cost for Triple Option 2,302,905
Savings From Current Plan 93,201
HRA Fund (100,000)
Yearly Decrease After Contribution to HRA Fund (6,799)
 County Places \$100,000 into a Health Reimbursement Account (HRA). Administered by a Third Party to reimburse those employees that choose the Key Care 25/500 up to \$375 towards one \$500 deductible. If the employee chooses the Key Care 30/1000 plan, the County would reimburse up to \$750 towards one \$1,000 deductible.

Current Monthly Rates - KC15				Anthem Monthly Renewal Rates - KC15-15% Reduction in Split				Anthem Monthly Renewal Rates PPO25/500					
County of Franklin	Rate	ER Cost	EE Cost	County of Franklin	Rate	Employer %	ER Cost	EE Cost	County of Franklin	Rate	Employer %	ER Cost	EE Cost
Employee Only	112	\$ 460.31	\$ 374.76	\$ 85.55	Employee Only	23	\$ 503.39	\$ 171.15	Employee Only	52	\$ 481.24	\$ 374.76	\$ 105.48
Employee/Child	21	\$ 704.26	\$ 529.74	\$ 174.52	Employee/Child	4	\$ 770.18	\$ 308.07	Employee/Child	10	\$ 736.29	\$ 529.74	\$ 206.55
Employee/Spouse	61	\$ 966.65	\$ 728.56	\$ 238.09	Employee/Spouse	14	\$ 1,057.12	\$ 422.85	Employee/Spouse	27	\$ 1,010.61	\$ 728.56	\$ 282.05
Employee/Family	105	\$ 1,288.86	\$ 972.72	\$ 316.14	Employee/Family	19	\$ 1,409.50	\$ 563.80	Employee/Family	48	\$ 1,347.48	\$ 972.72	\$ 374.76
Total Census	299				Total Census	60			Total Census	137			
Employer Monthly Cost		\$ 199,675.42			Employer Monthly Cost		\$ 34,438.00		Employer Monthly Cost		\$ 91,146.60		
Employer Annual Cost		\$ 2,396,105.04			Employer Annual Cost		\$ 413,256.00		Employer Annual Cost		\$ 1,093,759.20		

Anthem Monthly Renewal Rates PPO30/1000			
County of Franklin	Rate	Employer %	EE Monthly Increase
Employee Only	38	81%	\$ 4.32
Employee/Child	8	75%	\$ 6.62
Employee/Spouse	20	75%	\$ 9.08
Employee/Family	36	75%	\$ 12.10
Total Census	102		
Employer Monthly Cost			\$ 30 Co-Pay
Employer Annual Cost			\$ 360,672.92

Anthem Monthly Renewal Rates PPO30/1000			
County of Franklin	Rate	Employer %	EE Monthly Increase
Employee Only	38	81%	\$ 4.32
Employee/Child	8	75%	\$ 6.62
Employee/Spouse	20	75%	\$ 9.08
Employee/Family	36	75%	\$ 12.10
Total Census	102		
Employer Monthly Cost			\$ 30 Co-Pay
Employer Annual Cost			\$ 360,672.92

Anthem Monthly Renewal Rates PPO30/1000			
County of Franklin	Rate	Employer %	EE Monthly Increase
Employee Only	38	81%	\$ 4.32
Employee/Child	8	75%	\$ 6.62
Employee/Spouse	20	75%	\$ 9.08
Employee/Family	36	75%	\$ 12.10
Total Census	102		
Employer Monthly Cost			\$ 30 Co-Pay
Employer Annual Cost			\$ 360,672.92

Anthem Monthly Renewal Rates PPO30/1000			
County of Franklin	Rate	Employer %	EE Monthly Increase
Employee Only	38	81%	\$ 4.32
Employee/Child	8	75%	\$ 6.62
Employee/Spouse	20	75%	\$ 9.08
Employee/Family	36	75%	\$ 12.10
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Employer Monthly Cost			\$ 30 Co-Pay
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Anthem Monthly Renewal Rates PPO30/1000			
County of Franklin	Rate	Employer %	EE Monthly Increase
Employee Only	38	81%	\$ 4.32
Employee/Child	8	75%	\$ 6.62
Employee/Spouse	20	75%	\$ 9.08
Employee/Family	36	75%	\$ 12.10
Total Census	102		
Employer Monthly Cost			\$ 30 Co-Pay
Employer Annual Cost			\$ 360,672.92

Employer Annual Cost for Triple Option
 Savings From Current Plan: 2,323,830
 HRA Fund: 72,275
(100,000)
(27,725)

Yearly Decrease After Contribution to HRA Fund
 County Places \$100,000 into a Health Reimbursement Account (HRA) Administered by a Third Party to reimburse those employees that choose the Kco,Care 25/500 up to 537% towards one \$500 deductible.
 If the employee chooses the Kco,Care 30/1000 plan, the County would reimburse up to \$750 towards one \$1,000 deductible.