

Agenda
City Council Regular Meeting
Council Chambers
207 W Second Avenue
Franklin, Virginia 23851
Monday, July 27, 2026 7:00 PM



A. CALL TO ORDER

B. ROLL CALL

C. PLEASE TURN OFF CELL PHONES

D. PLEDGE OF ALLEGIANCE

E. CITIZEN'S TIME (3 MINUTES)

F. APPROVAL OF THE AGENDA

G. REGULAR AGENDA

1. Proclamation - Farmers Market Week
2. Proclamation - Parks & Recreation Month
3. Proclamation - Parks & Recreation Professionals Day
4. STAR Performer Nomination - Mary Vick
5. Franklin Redevelopment and Housing Authority - Ward 2 & Ward 6

H. INTRODUCED PAPERS

1. Resolution 2026-11 Adopting a Utility Advisory Board for the City of Franklin

I. NEW BUSINESS

1. City Managers Report
2. Boards & Commissions
3. Councilmember Comments
4. Next Meeting: August 10, 2026 7:00 pm

J. ADJOURNMENT



Proclamation for City of Franklin Farmers Market Week August 2-8, 2026

WHEREAS, City of Franklin’s Farmers Market plays a vital role in providing citizens with access to fresh, locally grown produce and other agricultural products by harboring Growth, Community and Spirit; and

WHEREAS, City of Franklin’s Farmers Market provides a vibrant and inclusive space to engage and foster relationships between consumers and local producers; and

WHEREAS, City of Franklin’s Farmers Market contributes to the economic and social fabric of our community creating a positive community experience and providing a connection to our citizens about their food and where it comes from;

WHEREAS, City of Franklin’s Farmers Market serves as a significant outlet by which local producers market agricultural products by generating revenue that supports the sustainability of local farms, local producers, and the revitalization of rural communities nationwide; and

WHEREAS, City of Franklin’s Farmers Market also provides support and space to local bakers, artisans, crafters, and other vendors that are vital to our community;

NOW, THEREFORE, I, Paul Kaplan, Mayor of the City of Franklin, do hereby proclaim August 2-8, 2026, as the City of Franklin’s Farmers Market Week, in the City of Franklin, Virginia, and I urge all people in our City to join me in this special observance.

Paul Kaplan, Mayor



PROCLAMATION FOR DESIGNATION OF JULY AS PARKS AND RECREATION MONTH

WHEREAS, parks and recreation is an integral part of communities throughout this country, including the City of Franklin; and

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

WHEREAS, parks and recreation promotes time spent in nature, which positively impacts mental health by increasing cognitive performance and well-being, and alleviating illnesses such as depression, attention deficit disorders, and Alzheimers; and

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

WHEREAS, parks and recreation is a leading provider of healthy meals, nutrition services and education; and

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

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

WHEREAS, parks and recreation is fundamental to the environmental well-being of our community; and

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

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

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

WHEREAS, The City of Franklin recognizes the benefits derived from parks and recreation resources.

NOW THEREFORE, IT BE PROCLAIMED by Franklin City Council that July is recognized as Parks and Recreation Month in the City of Franklin.

Paul Kaplan, Mayor



Proclamation Designation of July 17, 2026 as Parks & Recreation Professionals Day

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED the Franklin City Council does hereby proclaim July 17, 2026, as “Park and Recreation Professionals Day” in the City of Franklin, Virginia.

ADOPTED this 27th day of July 2026.

Paul Kaplan, Mayor

FORM B

**STAR PERFORMER AWARD
NOMINATION FORM**

**To be completed by a citizen, a co-employee, a supervisor or department head to nominate an
employee for a STAR Performer Award**
(type or print)

Name of Nominee: _____

Job Title: _____

Department: _____

Immediate Supervisor: _____

I am nominating the above for the STAR Performer award because:

I consider this employee's performance above the expectations of his or her job because:

Name of person making nomination _____

Date of nomination _____

Endorsing Signature and any comments _____

Form B page 2

This page is to be completed by the employee's supervisor or department head and attached to page 1 in order to provide information to the PEP Committee for its consideration of nominees for Employee of the Year.

In addition to providing the information on page 1, please rate numerically on a scale of 1-10 (10 being the highest) the degree to which this employee demonstrates the following traits:

Demonstrated Traits	Degree
A positive attitude	
A cooperative spirit with fellow employees	
Personal initiative	
Excellent job performance	

Also specify whether the employee made specific and notable contributions in one or more of the following areas (taking into consideration the limits of his or her job):

- 1. Improvement in the quality of service delivered to the public.**
- 2. Improvement in productivity of city operations.**
- 3. Enhancement of workplace safety.**
- 4. Strengthening teamwork and cooperation among employees.**
- 5. Accomplishment of stated City Council or departmental goals.**
- 6. Development of innovative solutions to city problems or innovative approaches to job duties.**

Department Head



RESOLUTION 2026-11

A RESOLUTION ESTABLISHING THE UTILITIES ADVISORY BOARD OF THE CITY OF FRANKLIN, VIRGINIA

WHEREAS, the City of Franklin (the “City”) owns and operates municipal utilities, including Franklin Municipal Power and Light, which has provided electric service to the City and surrounding areas since 1892, together with the water, sewer, and related utility services administered through the City's Department of Public Works; and

WHEREAS, section 2.03(e) of the Charter of the City of Franklin (the “Charter”) authorizes the City to acquire, construct, own, maintain, and operate water works, sewerage disposal works, gas plants, and electric plants, to be managed and controlled as provided by ordinance, and to charge and collect compensation for such services; and

WHEREAS, the Charter contemplates that the City’s utility functions may be organized into such bureaus, divisions, and other units as may be provided by ordinance or by the orders of the director of the department, including the Department of Public Works (§ 8.01) and the Department of Public Utilities (§ 9.01); and

WHEREAS, the City Council of the City of Franklin (the “Council”) finds that the creation of a citizen advisory board would assist the Council and City staff by providing informed review of and recommendations concerning the operation, planning, rates, reliability, and financial performance of the City’s utilities; and

WHEREAS, other Virginia localities that own municipal utilities, such as the City of Manassas, have established advisory utility commissions of this kind by action of their governing bodies to advise on existing and future water, sanitary sewer, and electric utilities belonging to such city;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Franklin, Virginia, as follows:

Section 1. Establishment

There is hereby established a board to be known as the Utilities Advisory Board of the City of Franklin (the “Board”). The Board shall serve in an advisory capacity to the Council and shall have no independent authority to bind the City, to set rates, or to direct City staff.

Section 2. Purpose and Duties

The purpose of the Board is to advise the Council on matters relating to the City’s electric, water, and sanitary sewer utilities. In furtherance of this purpose, the Board may review and make recommendations to the Council concerning utility operations and reliability, capital planning and infrastructure needs, proposed rates and fees, utility budgets, and such other utility-related

matters as the Council or the City Manager may refer to it. The Board's recommendations are advisory only.

Section 3. Membership and Appointment

The Board shall consist of seven members, who shall be appointed by the Council. Members shall serve without compensation. Each member shall be a resident of the City **or a customer of the City's utilities**, and members shall be selected with a view toward relevant knowledge of, or interest in, utility, financial, engineering, or business matters. **Each ward shall be represented by one member residing in that ward. One member at-large may be a utilities customer, and not reside in the City.**

Section 4. Terms

~~Members shall serve terms of four years, and terms should be staggered so that they do not all expire in the same year. To establish staggered terms, the Council may make initial appointments for shorter terms. A member may be reappointed. No member shall serve more than two consecutive four-year terms. Any vacancy shall be filled by the Council for the unexpired portion of the term. Members serve at the pleasure of the Council and may be removed by the Council.~~

Section 4. Terms

Members shall serve terms of four years, and terms should be staggered so they run concurrent with the elected member of Council or Mayor. To establish staggered terms, the Council may make initial appointments for shorter terms. A member may be reappointed. No member shall serve more than two consecutive four-year terms. Any vacancy shall be filled by the Council for the unexpired portion of the term. Members serve at the pleasure of the Council and may be removed by the Council.

Section 5. Officers and Meetings

The Board shall annually elect a chair and a vice chair from among its members at the first meeting of the calendar year. The Board shall meet on a regular schedule established by the Board, and may hold additional meetings as needed. A majority of the appointed members shall constitute a quorum. All meetings shall be held in accordance with the Virginia Freedom of Information Act. The Board shall keep and post minutes of its meetings as required by law.

Section 6. Staff Support

The City Manager shall designate a member of City staff to serve as liaison to the Board and to provide reasonable administrative support. The liaison shall remain subject to the City's chain of command at all times and shall continue to receive direction from his/her supervisor. The liaison shall arrange for the Board to receive the information reasonably necessary to perform its advisory function, including periodic financial reports, budget materials, rate studies, and reliability information relating to the City's utilities.

Section 7. Effective Date

This Resolution shall be effective upon its adoption.

ADOPTED this 27TH day of July by the City Council of the City of Franklin.

Paul Kaplan
Mayor, City of Franklin

Deputy City Clerk