



DANVILLE CITY COUNCIL REGULAR MEETING AGENDA

MUNICIPAL BUILDING

February 21, 2023

7:00 PM

PRESIDING: Alonzo L. Jones, Mayor

CITY COUNCIL MEMBERS:	James B. Buckner	Dr. Gary P. Miller, Vice Mayor
	L.G. "Larry" Campbell, Jr.	Sherman M. Saunders
	Bryant Hood	J. Lee Vogler, Jr.,
	Barry P. Mayo	Madison J. Whittle

STAFF:	Ken F. Larking, City Manager	W. Clarke Whitfield, Jr., City Attorney
	Earl B. Reynolds, Jr., Deputy City Manager	Susan M. DeMasi, City Clerk

The City Council is the City of Danville's legislative body and is composed of nine Council members. Council members are elected to serve a four year term of office and elects one of its own to serve as Mayor and presiding officer for a two year term.

Time and Place of Meeting

The public is invited and encouraged to attend and participate in the City Council meetings. The City Council meets in the City Hall, Fourth Floor, Council Chambers at 7:00 p.m. on the first and third Tuesday of each month. All meetings of the Council are open to the public.

Communications from Visitors

Communication from Visitors is an opportunity for citizens to address Council on matters not on the agenda. Citizens who desire to speak on matters not listed on the agenda or on matters which do not have a public hearing, will be heard at this time. Citizens who desire to speak on agenda items that have a public hearing will be heard when the agenda item is considered and the public hearing is opened. Each speaker shall clearly state his or her name and address. Each individual speaker shall have five uninterrupted minutes. A representative of a group may have up to ten uninterrupted minutes to make a presentation. The representative shall identify the group and a group may have no more than one spokesperson. Time will be kept using the electronic timer on the podium.

Guidelines for Public Hearings

For Public Hearings the applicant or his or her representative shall be the first speaker(s). There shall be a time limit of ten (10) minutes for the applicant's or his or her representative's presentation. The presiding officer shall then solicit comments from the public, asking those in favor of the proposal to speak first, and then those opposed to the proposal. Each speaker must clearly state his or her name and address. There shall be a time limit of three (3) minutes for each individual speaker. If the speaker represents a group, there shall be a time limit of five (5) minutes. A speaker representing a group shall identify the group at the beginning of his or her remarks. A group may have no more than one spokesperson. The presiding officer may limit or preclude comment which is repetitive, redundant, cumulative, or irrelevant to the subject of the public hearing. After public comments have

been received, in a land use case, the applicant or the representative of the applicant, at his or her discretion, may respond with a rebuttal. There shall be a five (5) minute time limit for rebuttal.

MEETING CALLED TO ORDER

ROLL CALL

INVOCATION - SHERMAN M. SAUNDERS

PLEDGE OF ALLEGIANCE TO THE FLAG

ANNOUNCEMENTS AND SPECIAL RECOGNITION

- A. Presentation: City of Danville Kick-Off of PLAN Danville
2040 Comprehensive Land Use Project
Presented by: Renee Burton, Planning Director

COMMUNICATIONS FROM VISITORS

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CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine, have previously been discussed by City Council and/or introduced for First Reading. There will be no separate discussion on these items and they will be enacted by one motion. If discussion is desired by a Council Member or a citizen, the item(s) will be removed from the consent process and considered separately.

PUBLIC HEARING

- A. Consideration of Approval of Meeting Minutes from Council Inaugural Meeting held on January 3, 2023, Regular Council Meeting held on January 17, 2023, and Regular Work Session held on January 17, 2023.
Council Letter Number CL - 275.

- B. Consideration of Amending the Fiscal Year 2023 Budget Appropriation Ordinance for a Virginia Land Conservation Foundation Grant Appropriation
Council Letter Number CL - 2.

An Ordinance Amending the Fiscal Year 2023 Budget Appropriation Ordinance by Increasing Revenue from a Virginia Land Conservation Foundation Grant in the Amount of \$500,000 and Appropriating the Same.

FINAL ADOPTION

NEW BUSINESS

- A. Review of General Fund Financials as of January 31, 2023
Council Letter Number CL - 346.

- B. Consideration of a Resolution to Amend City Council's Rules and Procedures
Council Letter Number CL - 332.

A Resolution Amending the Rules of Procedure for the Council of the City of Danville, Virginia.

- C. Consideration of Amending the Fiscal Year 2023 Budget Appropriation Ordinance for the 2021 Assistance to Firefighters Grant.
Council Letter Number CL - 16.

An Ordinance Amending the Fiscal Year 2023 Budget Appropriation Ordinance to Provide for a Grant from the Department of Homeland Security in an Amount of \$97,447 and a Local Share in the Amount of \$9,745 for a Total Appropriation in the Amount of \$107,192, and Appropriating Same.

FIRST READING

- D. Consideration of Amending the Fiscal Year 2023 Budget Appropriation Ordinance for the Fiscal Year 2023 Comprehensive Services Act Appropriation.
Council Letter Number CL - 27.

An Ordinance Amending the Fiscal Year 2023 Budget Appropriation Ordinance by Appropriating Comprehensive Services Act Funds and Providing Local Matching Funds for a Total Amount of \$4,780,388 and Appropriating Same.

FIRST READING

COMMUNICATIONS FROM:

- A. City Manager
B. Deputy City Manager
C. City Attorney
D. City Clerk
E. Roll Call

ADJOURNMENT

Council Letter

City of Danville, Virginia



CL - 275

CONSENT AGENDA A.

City Council REGULAR MEETING

Meeting Date: February 21, 2023

Subject: Approval of Meeting Minutes

From: Susan DeMasi, City Clerk

COUNCIL ACTION

Attachments

1. Meeting Minutes 01-03-23s
 2. Meeting Minutes 01-17-23
 3. Meeting Minutes 01-17-23 Work Session
-

January 3, 2023

The Inaugural Meeting of the Danville City Council was held on January 3, 2023 at 12:00 p.m. in the Council Chambers located on the Fourth Floor of the Municipal Building. The following Council Members were present: James B. Buckner, L. G. "Larry" Campbell Jr., Bryant Hood, Alonzo L. Jones, Barry P. Mayo, Dr. Gary P. Miller, Sherman M. Saunders, J. Lee Vogler and Madison J.R. Whittle (9).

Staff Members present were: City Manager Ken Larking, City Attorney W. Clarke Whitfield Jr., Public Information Officer Arnold Hendrix, and City Clerk Susan M. DeMasi.

MEETING CALLED TO ORDER/ROLL CALL

City Clerk Susan DeMasi called the meeting to order, welcomed everyone in attendance and introduced Public Information Officer Arnold Hendrix who gave the Invocation. The Pledge of Allegiance followed.

PRESENTATION OF ELECTION CERTIFICATES

Ms. DeMasi noted the Certificates of Election had been placed at the seats of the recently re-elected Council Members.

OATHS OF OFFICE

Ms. DeMasi administered the Oath of Office to Mr. Buckner, Mr. Hood, Mr. Jones and Dr. Miller.

ELECTION OF MAYOR

The next order of business was the election of Mayor for a two-year term commencing January 1, 2023 and ending December 31, 2024. Ms. DeMasi turned the floor over to City Attorney Clarke Whitfield to conduct the elections. Mr. Whitfield congratulated the four re-elected Council Members, and opened the floor for nominations for Mayor.

Council Member Whittle nominated Alonzo L. Jones for Mayor.

There were no further nominations for Mayor and the nominations were closed.

Council Members voting for Mr. Jones were: Mr. Buckner, Rev. Campbell, Mr. Hood, Mr. Jones, Mr. Mayo, Dr. Miller, Mr. Saunders, Mr. Vogler and Mr. Whittle.

Alonzo L. Jones was elected to serve as Mayor for a two year term commencing January 1, 2023 and ending December 31, 2024.

ELECTION OF VICE MAYOR

Mr. Whitfield opened the floor for nominations for Vice Mayor for a two-year term commencing January 1, 2023 and ending December 31, 2024.

Council Member Campbell nominated Dr. Gary P. Miller for Vice Mayor; Council Member Saunders noted he wanted to support the nomination of Dr. Miller, stating it was his honor to do that. Dr. Miller was a man they respect, a resident of the City for thirty-three years, and highly skilled in his practice as a physician. One who continues to show his love for the City, representing and taking care of the City's business, having served on numerous boards and

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commissions, and one who Mr. Saunders has had the honor of serving with for fourteen years. He was prepared and informed about any assignment he was given to represent the City, and will continue to serve the City well.

There were no further nominations for Vice Mayor and the nominations were closed.

Council Members voting for Mr. Jones were: Mr. Buckner, Rev. Campbell, Mr. Hood, Mr. Jones, Mr. Mayo, Dr. Miller, Mr. Saunders, Mr. Vogler and Mr. Whittle.

Dr. Gary P. Miller was elected to serve as Vice Mayor for a two year term commencing January 1, 2023 and ending December 31, 2024.

DRAWING FOR COUNCIL SEATING

The last item of business conducted by Ms. DeMasi and Mr. Whitfield was the drawing for Council Seating. Following the drawing, there was a brief recess while the Mayor, Vice Mayor and Members of Council assumed their respective seats.

Mayor Jones thanked everyone who attended today and thanked Council Members for trusting in him to be the Mayor. This Council has worked diligently on several priorities in the City and they were going to work tirelessly on education; education was turning around. One of their focuses was going to be on employee salaries; once tonight's regular Council meeting started, citizens will be able to hear firsthand from the City Manager. Mayor Jones noted he wanted to thank the employees that have already called him regarding the pay increases they have received; Council takes seriously and conservatively all their employees. They have a great City, there were some challenges, they have a great City Manager, Deputy City Manager, Attorney, Clerk and all other employees. This was going to be one of the most exciting years the City has seen, and they have proven as a body they work together. Mayor Jones thanked the Council Members.

ROLL CALL

Council Member Buckner congratulated the Mayor and Vice Mayor; it was a testament to the good work the Mayor was doing; they appreciated it on Council, the City and the residents appreciated it.

Council Member Campbell congratulated the Mayor and Vice Mayor being re-elected into their positions; the unification of Council was great. Danville was a great City and certain things that have happened, Council was not going to put up with. They have to be cautious about the quality of life they have in Danville as they prosper and move forward, there were great opportunities.

Council Member Hood congratulated the Vice Mayor and Mayor Jones; Mr. Hood noted he was excited and thankful, this year was going to be a great year for the City of Danville. He was excited to see people come together; Danville works as a family and he was looking forward to working this year to make it better.

Council Member Mayo noted his congratulations to the Mayor and Vice Mayor being re-elected; Mayor Jones was doing wonderful things to lead the City, and Council thanked him for the work he was doing. Mr. Mayo noted he looked forward to 2023 being a great year, and was excited about Danville was moving towards.

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Vice Mayor Miller congratulated Mayor Jones on his re-election, and noted he agreed it was going to be a banner year for Danville; there were some big things coming this year. They will get over their hurdles on education and make things happen. Danville has a lot to be proud of, it was becoming a destination on the weekends; everyone can be proud of what has been accomplished, and the best was yet to come.

Council Member Saunders congratulated the Mayor and Vice Mayor being re-elected. Danville was a caring city and he was honored to serve with eight wonderful people and staff, in trying to serve the citizens and the other people who come through the City every day. The City had excellent employees and he was proud of all of them. This Council works together for the good of the City, they make the tough decisions, and they were growing. Mr. Saunders thanked the citizens for allowing him to be there and thanked Council for allowing him to serve with them as they try to make Danville what they know will be the best City.

Council Member Vogler congratulated the Mayor and Vice Mayor on being re-elected and all his colleagues who were re-elected. He has truly enjoyed working with each of them, has learned something from each of them when they were together, and he looks forward to the opportunity to serve with each of them. Mr. Vogler noted his agreement, this year was going to be a great year for the City; they have had several great years and they continue to build on that. As they continue to have this success, they always keep in mind what was at the heart of what makes Danville great, and that was their people. That includes the great City employees, and they want to continue to work to support them and knows they will.

Council Member Whittle congratulated the Mayor, it has been a good run and this was the year, today was their day, congratulated the Vice Mayor on being re-elected, and congratulated the other re-elected Council Members.

Mayor Jones recognized Mildred Richardson, Ms. Thomas from GLH Johnson, and Ms. Cookie, and registrar Peggy Petty.

The Meeting adjourned at 12:25 p.m.

APPROVED:

MAYOR

ATTEST:

CITY CLERK

January 17, 2023

The Second Regular January meeting of the Danville City Council was held on January 17, 2023, at 7:00 p.m. in the Council Chambers located on the Fourth Floor of the Municipal Building. The following Council Members were present: James B. Buckner, L.G. "Larry" Campbell Jr., Bryant Hood, Mayor Alonzo L. Jones, Barry Mayo, Dr. Gary P. Miller, Sherman M. Saunders, J. Lee Vogler, Jr., and Madison J.R. Whittle (9). *Council Member Campbell left the meeting at @8:30 p.m.*

Staff Members present were: City Manager Ken F. Larking, Deputy City Manager Earl B. Reynolds, City Attorney W. Clarke Whitfield, Jr., and City Clerk Susan M. DeMasi.

Mayor Jones presided.

INVOCATION AND PLEDGE OF ALLEGIANCE

Council Member Vogler gave the Invocation, followed by Zachariah Starlings leading the Pledge of Allegiance.

ANNOUNCEMENTS AND SPECIAL PRESENTATIONS

Proclamation: National Mentoring Month

Presented to: Pat Daniel, Big Brothers Big Sisters of the Danville Area

Ms. Daniel thanked City Council for the honor presented to them, and thanked everyone for their continued support. She asked that everyone remember what the organization does in both Danville and Pittsylvania County, which was to ignite the power and progress of children in this community. Thank you and God Bless you.

Presentation: Danville Police Department and Danville Youth and Gang Prevention

Presented by: Chief Scott Booth, Major David Whitley, and Robert David

Chief Booth reviewed his power point presentation on the state of crime within the community, and reviewed the crime stats comparing before the implementation (four-year average between 2015-2018) of the Danville Model and the four years (2019-2022) following implementation. He noted that violent crime was down an average of 52%, homicides 82%, robberies 10%, aggravated assault 23.4%, property crimes 22.9%, and burglaries were down 53.2%, when compared to the averages from 2015-2019. Since the implementation of the Danville Model in 2019, Danville Police Department Case Clearances, compared to the FBI National Clearance Averages, showed averages well above the FBI rate. DPD case clearance averages show 17% more homicide cases cleared, 15.5% more rape cases cleared, 34.2% more robbery cases cleared, 15.8% more aggravated assault cases cleared, and 47.5% more burglary cases cleared. In 2022 the DPD seized 270 firearms, 2,395 grams of heroin/fentanyl, 2,244 grams of cocaine, 11,590 grams of methamphetamine, 39,186 grams of marijuana, and 21,562 grams of synthetic marijuana.

Major David Whitley spoke about the priority of community impact groups. These groups were focused on efforts in engagement, enforcement, and building community ownership. They were focused on middle and high school age youth, low income and homeless population, individuals suffering from mental health and addiction, and Hispanic population outreach.

Mayor Jones thanked Chief Booth and his team for the presentation, stated it has been amazing to see the turnaround in the school system and asked Chief Booth to elaborate on the things taking place in the school system. Chief Booth stated they have been taking a lot of time building trust

within the school community. Corporal Brooks and her team have been doing a phenomenal job working with the middle and high schools connecting with the youth.

Robert David, Youth and Gang Violence Prevention Coordinator, spoke to Council about Project Imagine and its growth since being implemented in 2018. Project Imagine was 1 of 18 in a nationally recognized model. Mr. David spoke about the structure of the program, stating it was a collaborative model that was youth centered. Youth go through a 15-hour orientation that includes a Clifton Strengths-Based Assessment, Casey Life Skills, basic financial literacy, workforce readiness, adverse childhood experiences, credible messenger forum, and were assigned an outreach worker. Outreach services were provided with collaboration from other services and businesses within the community. Referrals were received from schools, detention centers, and the community. Pop-up services were started at the office on Third Avenue for individuals in the community to sign up for services they may not be able to access any other way. Sports based youth development and e-sports were two new programs that have been started. Project Imagine has enrolled 63 youth since August of 2021. There were fifty youth currently enrolled, with 100% active participation, 92% of currently enrolled eligible youth were receiving educational services, 88% have not obtained new criminal charges, and fifteen were currently employed.

Council Member Vogler thanked everyone for the phenomenal presentation, breaking down in detail the numbers and the impact it was having. For a long time he had advocated for community-oriented and sector policing; unfortunately back then it was met with a lot of resistance from previous leadership, but then Chief Booth came to Danville. They met at Crema & Vine, talked about a lot of different things and Mr. Vogler stated he knew after that meeting, this was the man who was going to do great things for the City. Community policing works, sector policing or neighborhood oriented policing works, and the statistics shown here tonight proved that it worked.

Council Member Campbell thanked Chief Booth and Robert David for the work they have been doing. He noted the violent act of the drive-by that happened at Council Member Hood's home, and how it was so extreme and not typical of Danville. Chief Booth stated that although rare, those types of crimes do still happen in Danville. There was nothing to do to diminish that but they have to stay focused on violent offenders and continue to do HEART walks to help heal the community. Council Member Whittle thanked Chief Booth for his presentation and noted that he believed they would solve the case regarding the drive-by. Council Member Buckner thanked Chief Booth and Robert David for their presentations. They have not seen these kinds of numbers in years, and it was a testament to what Chief Booth and his team were doing; he looked forward to many more years of continued success. Chief Booth stated they cannot do their jobs without the trust and support of the community and elected officials.

Council Member Saunders asked Chief Booth if there was any way to determine how many people not from Danville, commit crimes in Danville. Chief Booth stated he did not have those numbers, but from time to time, working with their federal partners, they have someone from out of state like from Greensboro. Some crime was transient, but most of the violent crime was not; most of Danville's violent offenders were homegrown. Council Member Saunders asked if there was any idea in regard to repeat offenders, and Chief Booth stated he did not have repeat offender numbers. When it comes to serious crime they work tirelessly with their partners to make sure they were charged in the federal system. They have a great relationship with their federal prosecutors and Mr. Newman in the Commonwealth Attorney's office.

Mr. Saunders thanked Mr. David for all that he and his staff do with the youth in the City. He asked if the youth in the program were just from the City of Danville or if there were any from the outside, and Mr. David stated that they were all from Danville. Mr. Saunders asked once youth graduate

from the program have there ever been any to rejoin, and Mr. David stated no, that at this point youth were involved in the program for several years with the outreach workers so there has never been anyone to repeat the program. Mr. Saunders asked if youth had to be involved in a gang to receive services and how do they deal with gang prevention, and Mr. David explained that due to grant funding they have to be gang involved but he was hoping once the grant ends, with funding from Council, they will be able to extend those services in the future. Gang prevention, in many ways, doesn't start in middle school, it starts much earlier than that in elementary. Prevention can be done in many ways if they can alleviate those triggers.

Mr. Saunders asked Chief Booth was there was any idea on how many additional school resource officers were needed, and Chief Booth stated that a grant was received for two more resource officers, and they were currently recruiting for those positions. One will be sworn in at the end of the week; hopefully, they will have both SRO's in the schools by the summer. Statistically, that puts the number of SRO's in schools higher than those in Lynchburg; they will have six SRO's in the schools. Mr. Saunders thanked Chief Booth for all he and his men and women do for the City to keep it safe, and Mr. David, he has a tough job and thanked him and his staff for all they do.

Council Member Hood stated that he trusted that justice will be served. They see the diligent work that the Police Department and Project Imagine has done; there was no question about it being top notch. Mr. Hood noted he thinks of three words when it comes to them and they were dedication, community, and results; they all bring results and Council thanked them for that. Council Member Mayo commented that with all that has been said, what he sees was the collaboration between everyone; changes were being made and that was a team effort. Teamwork works when there were gaps that needed to be filled. The results Council was seeing in the work being done was astronomical, and wanted to commend both Chief Booth and Mr. David.

Vice Mayor Miller stated from the statistics to the all the awards received nationwide, it was an awesome program. He lived in Richmond for seven years and was aware of community policing. Going back a few years, Council was told that community policing did not work and it had not worked in other cities. Council was told there were no gangs in Danville and they did not have a gang problem. Dr. Miller questioned, did Danville have a gang problem, were there gangs in Danville now, and Chief Booth stated that gangs do not go away overnight. It was not a definite number, it was a cultural component that kind of embeds itself here, and Danville has struggled with poverty. There was a very strong attraction for youth to be affiliated with gangs. It was not solved by arresting that problem away overnight; nor was it solved overnight with intervention and prevention. When you see the decline in crime numbers it was because those things were working. Danville will never get to a zero-crime community but when you see crime declines lower than in 1985, before Danville was even thinking about gangs, he felt pretty good about that.

Vice Mayor Miller noted that at one time Danville was considered a way station for drugs and guns going to New York, was that still a problem, and Chief Booth stated absolutely; again it was the same mix that makes the community somewhat attractive for gangs, was also attractive for drugs. When there were people living below the poverty level and an increase of homeless people in the community, poverty and drugs were intertwined. Chief Booth noted he has been doing this job for 28 years in high poverty and challenged neighborhoods and that was what he has always seen.

Council Member Vogler thanked them for incorporating athletics into their strategy for giving young people a positive outlook in their lives. Mr. Whittle asked if sports were tied into the Parks and Recreation Department, and Mr. David stated they do collaborate with Parks and Recreation for use of facilities, but the Sports program has its own funding through a grant.

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Mayor Jones thanked Chief Booth and his team, and Robert David for a great presentation.

COMMUNICATIONS FROM VISITORS

Mayor Jones recognized the following members of the Danville Fire Department who appeared before Council to discuss fire fighter pay, the urgency of this matter, having resources to keep serving the community, staffing, training, and hours.

Kevin Hayes – Old Mayfield Road, Danville
Joe Simpson – 1401 Broad Street, Altavista
Tom Collins – 909 Poplar Trace, Danville
Conner Wood – 234 Virginia Avenue, Danville

Mayor Jones recognized Angelia Fountain, 31 Baltimore Ave, 103B who came before Council to discuss a sewer leak in her apartment building. The structures have been deemed unfit and residents were moved to the Super 8 motel. No one can get in touch with the property manager or the maintenance supervisor. There was also mold and other issues in the apartments for the past three years, which has affected her health. Mayor Jones asked what she was asking of City Council and of the City, and Ms. Fountain responded that she wanted someone to come out and look at the problems that they have. Mayor Jones asked if this was something that the City inspectors could take a look at, and Deputy City Manager Earl Reynolds stated that arrangements could be made to work with the residents and the owners. City Manager Ken Larking stated that staff was working on the issue and an inspection was scheduled for the following day.

Mayor Jones recognized Dale McCray, of the International Brotherhood of Electrical Workers who spoke about collective bargaining now allowed under Virginia law. It was a process and it takes time to accomplish. People need to be educated and aware of what they are voting on. Their legal team has drafted an ordinance that has been sent to Council. Hopefully this was something Council was willing to vote on.

MEETING MINUTES

Upon **Motion** by Council Member Vogler, and **second** by Council Member Mayo, Minutes from the Regular Council Meeting held on December 20, 2022, were approved as presented. Draft copies of the minutes had been distributed prior to the meeting.

NEW BUSINESS

Review of the General Fund Financial Results through December 31, 2022.

Director of Finance Michael Adkins, gave a summary of the preliminary general fund financials as of December 31, which was the first half of the Fiscal Year or 50% of the Fiscal Year completed. Total Revenues at this point received were around \$57M, this represents 47% of the budget, which was typically seen in December. They do not quite reach the 50% mark overall because a lot of state revenues were based on reimbursements, so some of the local taxes do not come in evenly throughout the year; they get a greater portion of those in the second half of the fiscal year. They have completed the first collection cycle of real estate and personal property taxes for this fiscal year. Current real estate collections did pass the 50% mark, at 53% of budget which was nearly \$10M; meeting at least 50% of budget somewhat ensures they will meet the budget for the year in that category. Collections of delinquent real estate taxes were still performing strong; they received \$660,000 at the end of December or 73% of budget; they do typically collect more of Delinquent

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Real Estate in the first half of the year. Personal Property tax collections at the end of December was at 48% of budget, which was a very good place to be; they do receive a little less than 50% of the state funding for Personal Property during the first half of the year and was made up in the spring. Local taxes collected through December 31, for Sales tax they received \$5.6M, 51% of budget, just over budget by 1%, that was up \$340,000 over last year. Meals tax was at \$5.4M, or 57% of budget, an increase of \$480,000 from last year, and Lodging taxes were just under \$1.4M and 67% of budget, an increase of \$264,000 from the prior year. Business Licenses were showing a pretty good increase over last year at this point of \$147,000, but most of those were not paid until March, and he will be able to report more on those in the Spring. All of the state funding was on track with expenditures, meeting expectations at this point. Under Expenditures, Departmental Spending was trailing budget as usually seen, somewhere between 45% and 46% of budget at this time. The Non-Department Expenses that mostly include debt service and group health insurance was at 53% of budget; as mentioned in previous months, the health insurance has been tracking a little ahead of budget at this point, but there was an increase to employee premiums that went into effect in January, so that will help offset that through the rest of this year. The General Fund was performing well according to budget.

CONSIDERATION OF VACATING A CITY ALLEY ON NEWTON STREET

Mayor Jones opened the floor for a Public Hearing regarding an alley vacation. Notice of the Public Hearing was published in the *Danville Register & Bee* on January 10, 2023 and January 17, 2023. No one present desired to be heard and the Public Hearing was closed.

Council Member Vogler **moved** for adoption of an Ordinance entitled:

ORDINANCE NO. 2023-01.04

AN ORDINANCE VACATING APPROXIMATELY 0.03 ACRE OF PUBLIC ALLEY ON NEWTON STREET.

The Motion was **seconded** by Council Member Whittle and carried the following vote.

VOTE: 8-1
AYE: Buckner, Hood, Jones, Mayo,
Miller, Saunders, Vogler and Whittle (8)
NAY: None
ABSENT: Campbell (1)

CONSIDERATION OF EXTENDING A TEMPORARY, SIXTY-DAY AMBULANCE OPERATOR'S PERMIT

Mayor Jones opened the floor for a Public Hearing regarding an Ambulance Operator's Permit. Notice of the Public Hearing was published in the *Danville Register & Bee* on January 9, 2023.

Mayor Jones recognized applicant Jamie Bethel of 496 Homestead Trail Ringgold, VA who spoke to Council about the need for transportation. Mrs. Bethel stated she had an ambulance on order, insurance in place, staff lined up, and needed approval from Council to get the proper inspections and to launch her business. No one further desired to be heard and the Public Hearing was closed.

Vice Mayor Member Miller **moved** for adoption of an Ordinance entitled:

January 17, 2023

ORDINANCE NO. 2023-01.05

AN ORDINANCE EXTENDING A TEMPORARY AMBULANCE OPERATOR'S PERMIT TO FAB'S FAMILY MEDICAL TRANSPORT

The Motion was **seconded** by Council Member Buckner.

Vice Mayor Miller stated that this was a case of someone in the community seeing a problem and doing something about it. This was not meant to be emergency transportation but nonemergency transportation, and there was a growing need for this. Council Member Buckner stated that when they met with Mrs. Bethel she had an excellent business plan and it seemed they were addressing the Committee's concerns. This was going to be a great service to the community.

The **Motion** was carried the following vote:

VOTE: 8-1
AYE: Buckner, Hood, Jones, Mayo,
Miller, Saunders, Vogler and Whittle (8)
NAY: None
ABSENT: Campbell (1)

CONSIDERATION OF APPROVING THE COMPREHENSIVE AGREEMENT BETWEEN THE DANVILLE SCHOOL BOARD AND ENGLISH CONSTRUCTION COMPANY

Council Member Vogler **moved** for adoption of a Resolution entitled:

RESOLUTION NO. 2023-01.01

A RESOLUTION OF THE COUNCIL OF THE CITY OF DANVILLE VIRGINIA APPROVING AND AUTHORIZING THE COMPREHENSIVE AGREEMENT BETWEEN THE SCHOOL BOARD OF THE CITY OF DANVILLE AND ENGLISH CONSTRUCTION COMPANY, INC. TO PERFORM FINAL DESIGN AND CONSTRUCTION SERVICES FOR RENOVATIONS AND ADDITIONS TO GEORGE WASHINGTON HIGH SCHOOL, IN ACCORDANCE WITH VIRGINIA CODE §56-575.16(5).

The Motion was **seconded** by Council Member Saunders and carried the following vote:

VOTE: 8-1
AYE: Buckner, Hood, Jones, Mayo,
Miller, Saunders, Vogler and Whittle (8)
NAY: None
ABSENT: Campbell (1)

BUDGET AMENDMENT – CONSIDERATION OF AMENDING THE FISCAL YEAR 2023 BUDGET APPROPRIATION ORDINANCE IN THE AMOUNT OF \$741,024 FROM THE DEPARTMENT OF CRIMINAL JUSTICE SERVICES

Upon **Motion** by Council Member Buckner and **second** by Council Member Mayo, an Ordinance entitled:

ORDINANCE NO. 2023-01.06

January 17, 2023

AN ORDINANCE AMENDING THE FISCAL YEAR 2023 BUDGET APPROPRIATION ORDINANCE BY INCREASING REVENUE FROM VIRGINIA DEPARTMENT CRIMINAL JUSTICE SERVICES ARPA LAW ENFORCEMENT TECHNOLOGY GRANT IN THE AMOUNT OF \$741,024 AND APPROPRIATING SAME.

was presented by its **First Reading**, as required by City Charter, to lie over before final adoption.

CONSIDERATION OF AMENDING THE FISCAL YEAR 2023 BUDGET APPROPRIATION ORDINANCE FOR GRANT FUNDS FOR LITTER CONTROL AND RECYCLING EFFORTS

Upon **Motion** by Council Member Buckner and **second** by Council Member Mayo, an Ordinance entitled:

ORDINANCE NO. 2023-01.07

AN ORDINANCE AMENDING THE FISCAL YEAR 2023 BUDGET APPROPRIATION ORDINANCE TO ANTICIPATE GRANT FUNDS FROM THE COMMONWEALTH OF VIRGINIA FOR LITTER CONTROL AND RECYCLING EFFORTS IN THE AMOUNT OF \$14,536 AND APPROPRIATING SAME.

was presented by its **First Reading**, as required by City Charter, to lie over before final adoption.

COMMUNICATIONS

There were no Communications from the City Manager, Deputy City Manager, City Attorney or City Clerk.

Council Member Mayo thanked everyone for coming to the meeting. Mr. Mayo stated that the MLK breakfast at Cherrystone was very well received, and he thanked everyone for coming out. To Dr. Hairston, they were definitely there with her and her staff to support them.

Vice Mayor Miller commended Council Member Mayo for the work he did with the MLK breakfast event; it was so exciting that one lady decided to have her baby. Dr. Miller thanked the school board members there tonight, and noted they appreciated what they were doing to turn Danville around.

Council Member Saunders commended Council Member Mayo, the Omega men, and all the other sorority and fraternity members at the event yesterday. Anytime they have to put down additional tables and chairs, that says a lot about what they were doing and the support that they have. There were over 350 people there, and he thought it was a great event. Mr. Saunders encouraged Mr. Mayo and his brothers to keep doing good work.

Council Member Vogler also thanked Council Member Mayo, noting it was a wonderful event and there were so many people there. It was really standing room only but as always he enjoyed having fellowship with his fellow Council Members and others, and getting to remember Dr. King. Mr. Vogler stated he wanted to remind people, since it was that time of the year, that the business license fee has been eliminated for all small businesses in Danville that make \$100,000 or less. They went from fee to free thanks to the actions taken by City Council months ago; business owners do still have to get their business license. Mr. Vogler stated he has been very fortunate in his life to get to know many of Virginia's governors over the years and blessed to call a few of them friends. He actually spoke to one of them today and said, he would say it here tonight, he wanted

January 17, 2023

to wish a happy 92nd birthday to Governor Doug Wilder who he had the great privilege of knowing since college. He was proud to call him a mentor and friend; he had a significant impact on his life as well as others across the Commonwealth of Virginia, the Country, and the world. At 92 he was still a great wealth of knowledge and was amazing to be around. Mr. Vogler noted he cannot thank him enough for the impact he has had on his life and without him he would not be here tonight.

Council Member Whittle stated that the presentation from the Police Department was excellent. The firefighter's passion for the job they do was heard in their voices, hoped others saw it the same way he did, and hoped Council can work on a solution soon.

Council Member Hood commended the citizens of Danville for their support and the direction that the City was headed in.

Mayor Jones noted to Council Member Mayo, he was very proud of him. He went to the job fair and it was very successful, from there he went to the food drive and it was very successful, from there to the holiday shoot out that was successful, and then to the MLK breakfast that was just as successful. Looking around that room and seeing all the different people there to celebrate Dr. King, and to be able to receive those awards yesterday was very unexpected and he would like to thank them.

ADJOURNED: 9:07pm

APPROVED:

MAYOR

ATTEST:

CITY CLERK

January 17, 2023

A Regular Work Session of the Danville City Council convened on January 17, 2023 at 9:05 p.m. in Council Chambers located on the Fourth Floor of the Municipal Building. The following Council Members were present: James B. Buckner, Bryant Hood, Mayor Alonzo L. Jones, Barry Mayo, Vice Mayor Gary P. Miller, Sherman M. Saunders, J. Lee Vogler, Jr., and Madison J.R. Whittle (8). L.G. "Larry" Campbell Jr., was absent. (1)

Staff Members present were: City Manager Ken F. Larking, City Attorney W. Clarke Whitfield, Jr., Deputy City Manager Earl B. Reynolds Jr., and City Clerk Susan M. DeMasi.

Mayor Jones presided.

WORK SESSION ITEMS

DISCUSSION OF THE ADDITION OF TWO RENTAL INSPECTION DISTRICTS

Council Member Buckner questioned what the new areas were and Seth Hawker from Inspections explained one area encompassed the Almagro neighborhood and Area One encompassed the area near Paxton, Stokes and Lee; it was adjacent to a current City rental district. Council had no further questions, and agreed with staff to begin the process of creating the two new districts.

COMMUNICATIONS

City Manager Ken Larking noted he wanted to make Council aware that the kick off meeting with the HR Director and the City's consultants, the Berkeley Group regarding the city-wide pay study was today. Information gathered during that meeting indicated that they should have information back in March or April; it will be in time for the budget.

Vice Mayor Miller noted that Council Member Whittle and he were confronted by a citizen who was concerned about the parking situation on Main Street. People were parking four and five hours in one spot, in front of a business and Dr. Miller asked if the City had hired a parking attendant back yet; Mr. Larking noted he would follow up on this.

Council Member Vogler noted he would be in Richmond the next day meeting with various people and if the Council Members would like him to communicate anything to them while he was there, to call or text him.

Mayor Jones asked the City Manager to keep Council updated on the situation at the Schoolfield apartments. Mayor Jones was concerned if they put the tenants out, where were they going to go.

MEETING ADJOURNED AT 9:11 P.M.

APPROVED:

MAYOR

ATTEST:

CITY CLERK

Council Letter City of Danville, Virginia



CL - 2

CONSENT AGENDA B.

City Council REGULAR MEETING

Meeting Date: February 21, 2023

Subject: Virginia Land Conservation Foundation Grant

From: Bill Sgrinia, Director of Parks and Recreation

COUNCIL ACTION

An Ordinance Amending the Fiscal Year 2023 Budget Appropriation Ordinance by Increasing Revenue from a Virginia Land Conservation Foundation Grant in the Amount of \$500,000 and Appropriating the Same.

FINAL ADOPTION

SUMMARY

The City of Danville has applied for and been awarded \$500,000 from the Department of Conservation and Recreation through the Virginia Land Conservation Foundation (VLCF) for conservation of the open space around the White Mill. The funds are provided to protect and guarantee access to open space around the White Mill through a conservation easement.

BACKGROUND

As part of the White Mill development, the City of Danville is planning to develop the land surrounding the White Mill for various quality of life amenities, including the extension of the River Walk Trail, a Whitewater Channel and redevelopment of the White Mill Bridge which crosses the river. By accepting these funds, the City agrees to keep the open spaces open and accessible to the public in perpetuity.

RECOMMENDATION

Staff recommends that the Danville City Council Amending the Fiscal Year 2023 Budget Appropriation Ordinance for Funds from the Department of Conservation and VLCE in the Amount of \$500,000.

Attachments

1. Ordinance
 2. Boundary Line Adjustment Plat
-

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2023 _____._____

AN ORDINANCE AMENDING THE FISCAL YEAR 2023 BUDGET APPROPRIATION ORDINANCE BY INCREASING REVENUE FROM A VIRGINIA LAND CONSERVATION FOUNDATION GRANT IN THE AMOUNT OF \$500,000 AND APPROPRIATING THE SAME.

WHEREAS, the City of Danville has been awarded a grant from the Department of Conservation and Recreation through the Virginia Land Conservation Foundation in the amount of \$500,000; and

WHEREAS, the funding will be used to protect and guarantee access to open space around Dan River Falls, formerly White Mill, through a conservation easement.

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Danville, Virginia, that the Fiscal Year 2023 Budget Appropriation Ordinance be, and the same is hereby, amended by increasing revenues for the grant in the amount of \$500,000 from the Department of Conservation and Recreation, such funds to be appropriated in the Capital Projects fund and to be as follows:

ANTICIPATED REVENUE

<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
Purchase White Mill Outparcel Categorical Aid State - Recreation	61840000-47520	<u>\$ 500,000</u>

ANTICIPATED EXPENDITURES

<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
Purchase White Mill Outparcel	61840999-50	<u>\$ 500,000</u>

AND BE IT FURTHER ORDAINED, that all other accounts and provisions of the Fiscal Year 2023 Budget Appropriation Ordinance not hereby amended shall continue in full force and effect unless and until hereafter further amend or repealed; and

BE IT FINALLY ORDAINED, that this appropriation shall be continuing appropriation and such appropriation shall carry forward from year to year until such funds are expended for the purpose for which they were appropriated.

APPROVED:

Mayor

ATTEST:

Clerk

Approved as to
Form and Legal Sufficiency:

City Attorney

VCS NAD 83 - SOUTH ZONE

UNION ST. BRIDGE RD. 86
VARIABLE R/W PER DB 529 PG 58
MB 7 PG 58

PIN: 21768
EDWARD DALE WHITLOW &
ELLEN HASKINS WHITLOW
INSTR# 98-3462
MB 22 PG 221

PIN: 21344
424 MEMORIAL DRIVE, LLC
INSTR# 17-4783
INSTR# 09-2697(PLAT)

PIN: 21344 PART 1
424 MEMORIAL DRIVE, LLC
INSTR# 17-4783
INSTR# 09-2697(PLAT)

OWNERS' CONSENT:

THE PROPERTIES INVOLVED IN THIS BOUNDARY LINE ADJUSTMENT ARE WITH THE FREE CONSENT AND DESIRES OF THE UNDERSIGNED OWNERS/REPRESENTATIVES, TO BE ADJUSTED AS SHOWN ON THIS PLAT.

GIVEN UNDER OUR HANDS AND SEALS THIS ____ DAY OF ____, 2022

424 MEMORIAL DRIVE, LLC PRINTED NAME

CITY OF DANVILLE VIRGINIA PRINTED NAME

COMMONWEALTH OF VIRGINIA:

CITY/COUNTY OF ____ TO WIT:

I, _____, A NOTARY PUBLIC IN AND FOR THE CITY/COUNTY OF _____, COMMONWEALTH OF VIRGINIA, DO HEREBY CERTIFY THAT

WHOSE NAME IS SIGNED TO THE OWNERS' CONSENT HAS ACKNOWLEDGED THE SAME BEFORE ME IN MY CITY/COUNTY AFORESAID.

GIVEN UNDER MY HAND AND SEAL THIS ____ DAY OF ____, 2022

NOTARY PUBLIC (MY COMMISSION EXPIRES)

COMMONWEALTH OF VIRGINIA:

CITY/COUNTY OF ____ TO WIT:

I, _____, A NOTARY PUBLIC IN AND FOR THE CITY/COUNTY OF _____, COMMONWEALTH OF VIRGINIA, DO HEREBY CERTIFY THAT

WHOSE NAME IS SIGNED TO THE OWNERS' CONSENT HAS ACKNOWLEDGED THE SAME BEFORE ME IN MY CITY/COUNTY AFORESAID.

GIVEN UNDER MY HAND AND SEAL THIS ____ DAY OF ____, 2022

NOTARY PUBLIC (MY COMMISSION EXPIRES)

NOTES:

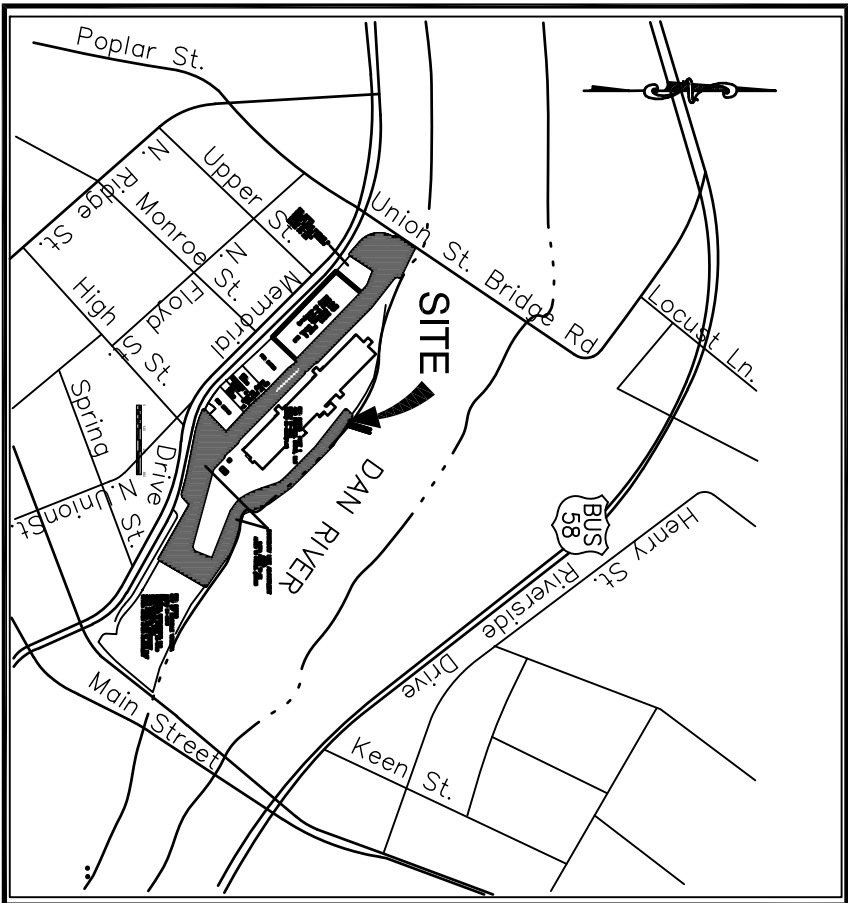
1. THIS PLAT WAS MADE BASED ON ALTA/NSPS LAND TITLE SURVEY OF PARCEL # 21344 PERFORMED BY DEWBERRY DURING OCTOBER, 2021, BASED ON TITLE COMMITMENT BY FIRST AMERICAN TITLE INSURANCE COMPANY, FILE NO: NCS-1095498-MAD, DATED 10/25/2021, AT 8:00 A.M AND BOUNDARY SURVEY OF PARCEL 26828 PERFORMED IN 2020.
2. HORIZONTAL DATUM: VIRGINIA COORDINATE SYSTEM, NAD 83, SOUTH ZONE.
3. THE PURPOSE OF THIS PLAT IS TO ADJUST THE NORTHWESTERN BOUNDARY LINE OF PARCEL 26828, STANDING IN THE NAME OF THE CITY OF DANVILLE VIRGINIA, TO INCLUDE 6.87± ACRE AREA (SHOWN HATCHED) FROM PARCEL 21344, STANDING IN THE NAME OF 424 MEMORIAL DRIVE, LLC.
4. PROPERTY IS ZONED TW-C. (TOBACCO WAREHOUSE COMMERCIAL DISTRICT).
5. SEE SHEETS 2 THRU 6 FOR MORE DETAILED INFORMATION.

SOURCE OF TITLE: PIN 21344

THE PROPERTY SHOWN HEREON KNOWN AS PIN 21344 WAS CONVEYED FROM: INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA TO: 424 MEMORIAL DRIVE, LLC BY DEED RECORDED IN INSTRUMENT # 17-4783, DATED DECEMBER 28, 2017, RECORDED DECEMBER 29, 2017.

SOURCE OF TITLE: PIN 26828

THE PROPERTY SHOWN HEREON KNOWN AS PIN 26828 WAS CONVEYED FROM: INDUSTRIAL DEVELOPMENT AUTHORITY OF DANVILLE, VIRGINIA TO: CITY OF DANVILLE VIRGINIA BY DEED RECORDED IN INSTRUMENT # 21-2273, DATED MAY 24, 2021,



VICINITY MAP
1"=1000'

BOUNDARY LINE ADJUSTMENT
AREA
6.87± ACRES TO BE
ADDED TO PARCEL #26828

THIS PROPERTY LINE
TO BE ADJUSTED

DAN RIVER

PIN: 26828
CITY OF DANVILLE VIRGINIA
INSTR# 21-2273

LOT 2
WHITEMILL DEVELOPMENT, LLC
RECORDED IN INSTR# 15-1760
#100 MEMORIAL DRIVE
3.85± ACRES BY ASSESSMENT
6.87± ACRES ADDED BY THIS PLAT
10.72± ACRES AFTER ADJUSTMENT

SHEET 1 OF 6

PLAT SHOWING
BOUNDARY LINE ADJUSTMENT
BETWEEN

CITY OF DANVILLE VIRGINIA
PIN: 26828 AND

424 MEMORIAL DRIVE, LLC
PIN: 21344

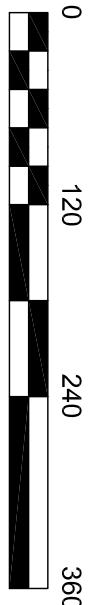
CONTAINING 6.87± ACRES

CITY OF DANVILLE, VIRGINIA

SURVEY PREPARED BY:



Dewberry Engineers Inc
4805 LAKE BROOK DRIVE SUITE 200
GLEN ALLEN, VIRGINIA 23060-9278
PHONE: 804.290.7957
FAX: 804.290.7928
WWW.DEWBERRY.COM



LEGEND:

- IRP-IRON PIPE FOUND
- IRP-IRON ROD FOUND
- IRS-IRON ROD SET (5/8"REBAR)
- ▲ COMPUTED POINT

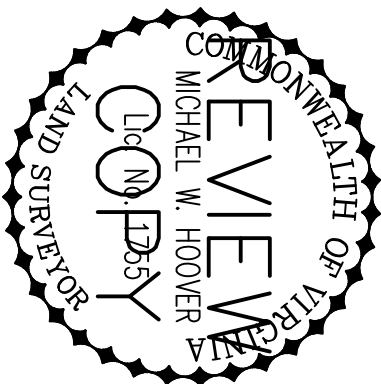
SURVEYOR'S CERTIFICATE:

I HEREBY CERTIFY TO THE BEST OF MY KNOWLEDGE AND BELIEF, THAT ANY REQUIREMENTS FOR A BOUNDARY LINE ADJUSTMENT IN THE CITY OF DANVILLE, VIRGINIA HAVE BEEN COMPLIED WITH. NEW PROPERTY CORNERS WILL BE SET BY 12/31/2022.

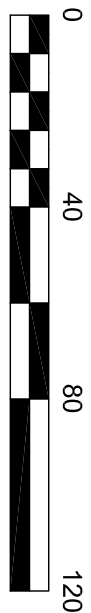
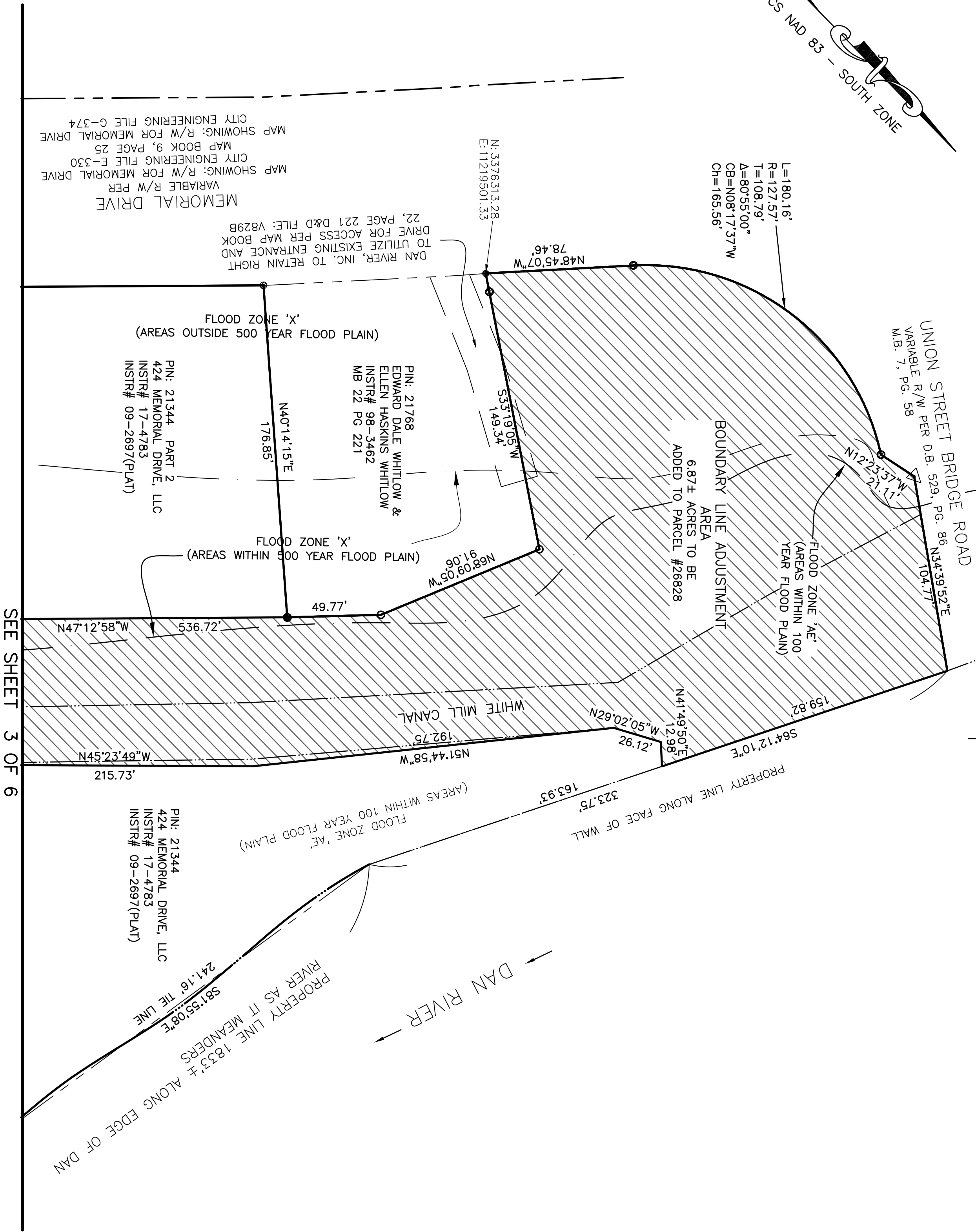
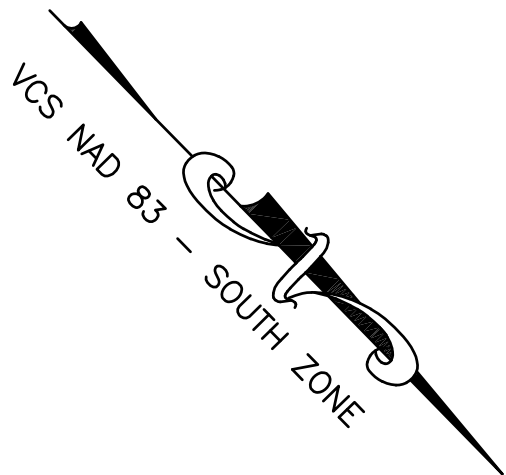
CITY OF DANVILLE APPROVAL:

THIS BOUNDARY LINE ADJUSTMENT IS HEREBY APPROVED BY THE CITY OF DANVILLE, VIRGINIA AND MAY BE COMMITTED TO RECORD.

BY: _____ DATE: _____



DATE: 1/18/2022
LAST REVISED: 1/18/2022
SCALE: 1" = 120'
DEWBERRY JOB #50141823



- LEGEND:
- IPF-IRON PIPE FOUND
 - IRF-IRON ROD FOUND
 - IRS-IRON ROD SET (5/8"REBAR)

SHEET 2 OF 6

PLAT SHOWING
BOUNDARY LINE ADJUSTMENT
BETWEEN
CITY OF DANVILLE VIRGINIA
PIN: 26828 AND
424 MEMORIAL DRIVE, LLC
PIN: 21344
CONTAINING 6.87± ACRES
CITY OF DANVILLE, VIRGINIA

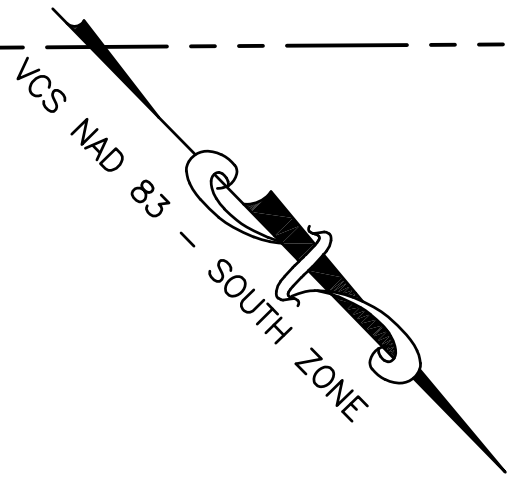
SURVEY PREPARED BY:



Dewberry Engineers Inc
4805 LAKE BROOK DRIVE SUITE 200
GLEN ALLEN, VIRGINIA 23060-9278
PHONE: 804.290.7957
FAX: 804.290.7928
WWW.DEWBERRY.COM



DATE: 1/18/2022
LAST REVISED: 1/18/2022
SCALE: 1" = 40'
DEWBERRY JOB #50141823



MEMORIAL DRIVE
VARIABLE R/W PER
MAP SHOWING: R/W FOR MEMORIAL DRIVE
CITY ENGINEERING FILE E-330
MAP BOOK 9, PAGE 25
MAP SHOWING: R/W FOR MEMORIAL DRIVE
CITY ENGINEERING FILE G-374

L=60.44'
R=2914.79'
T=30.22'
Δ=1°11'17"
CB=N45°32'30"W
Ch=60.43'

N46°02'19"W 416.23'

FLOOD ZONE 'X'
(AREAS OUTSIDE 500 YEAR FLOOD PLAIN)

FLOOD ZONE 'X'
(AREAS WITHIN 500 YEAR FLOOD PLAIN)

PIN: 21344 PART 2
424 MEMORIAL DRIVE, LLC
INSTR# 17-4783
INSTR# 09-2697(PLAT)

PIN: 21322
IDA OF DANVILLE, VA
INSTR# 17-4783

S 43°34'38" W 177.00'
189.94'
N: 3376041.72
E: 11220063.84

N45°45'40"W 165.78'

N36°55'27"W 60.83'

WHITE MILL CANAL

S45°38'17"E 8.02'
S45°15'20"E 12.37'
N44°25'13"E 5.35'

S13°32'01"E 12.37'

N 47°12'58"W 536.72'

S45°40'59"E 186.48'

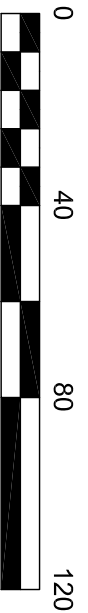
PROPOSED
30' WIDE CROSS
ACCESS EASEMENT
76.92'
76.57'

48.8'

PIN: 21344 PART 1
424 MEMORIAL DRIVE, LLC
INSTR# 17-4783
INSTR# 09-2697(PLAT)
NO. 8 MILL
424 MEMORIAL DRIVE

BOUNDARY LINE ADJUSTMENT
AREA
6.87± ACRES TO BE
ADDED TO PARCEL #26828

SEE SHEET 4 OF 6



LEGEND:
● PIPE FOUND
● IRF-IRON ROD FOUND
● IRS-IRON ROD SET (5/8"REBAR)

PROPERTY LINE 1833'± ALONG EDGE
OF DAN RIVER AS IT MEANDERS
DAN RIVER
APPROXIMATE LOCATION
OF SANITARY SEWER
D.B. 357, PG. 379
S78°42'58"E 143.92' TIE LINE
S62°36'10"E 88.55' TIE LINE
S58°01'28"E 83.45' TIE LINE
S53°38'00"E 101.65' TIE LINE
S58°01'32"E 134.23' TIE LINE
N51°45'27"W 247.34'
N44°31'18"E 37.24'
N44°25'13"E 5.35'

COVERED FOOT BRIDGE
OVER RIVER

SHEET 3 OF 6

PLAT SHOWING
BOUNDARY LINE ADJUSTMENT
BETWEEN

CITY OF DANVILLE VIRGINIA
PIN: 26828 AND
424 MEMORIAL DRIVE, LLC
PIN: 21344
CONTAINING 6.87± ACRES
CITY OF DANVILLE, VIRGINIA

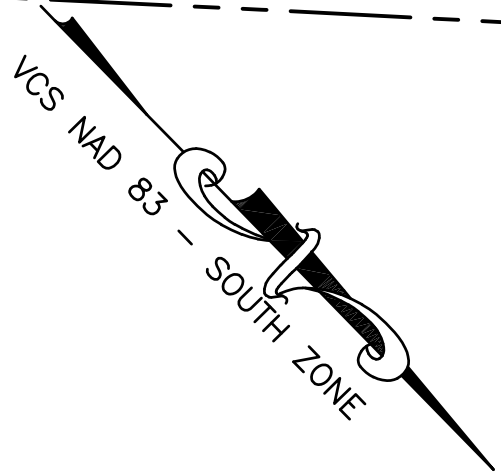
SURVEY PREPARED BY:



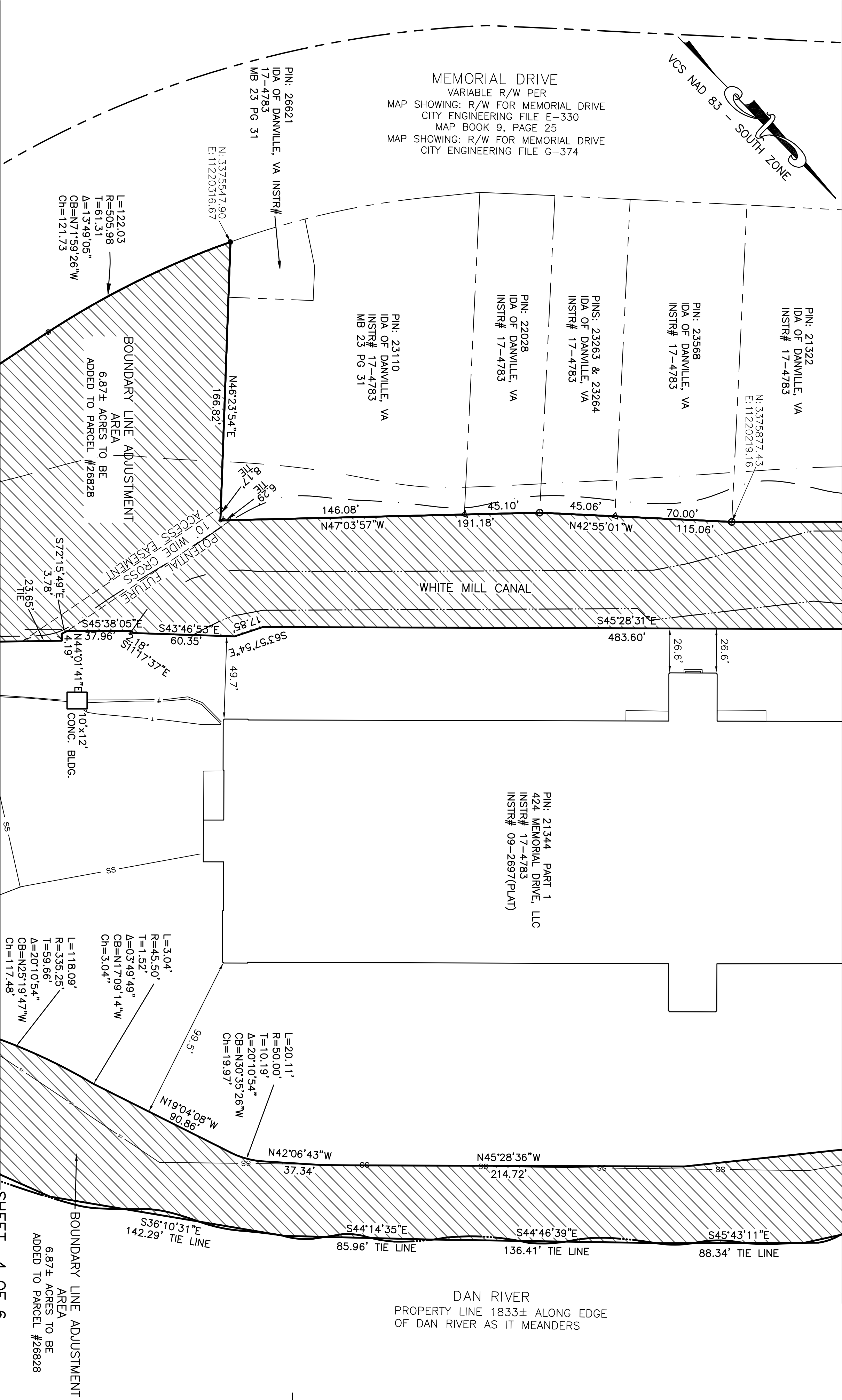
DATE: 1/18/2022
LAST REVISED: 1/18/2022
SCALE: 1" = 40'
DEWBERRY JOB #50141823



Dewberry Engineers Inc
4805 LAKE BROOK DRIVE SUITE 200
GLEN ALLEN, VIRGINIA 23060-9278
PHONE: 804.290.7957
FAX: 804.290.7928
WWW.DEWBERRY.COM



MEMORIAL DRIVE
VARIABLE R/W PER
MAP SHOWING: R/W FOR MEMORIAL DRIVE
CITY ENGINEERING FILE E-330
MAP BOOK 9, PAGE 25
MAP SHOWING: R/W FOR MEMORIAL DRIVE
CITY ENGINEERING FILE G-374



SEE SHEET 5 OF 6

SHEET 4 OF 6

PLAT SHOWING
BOUNDARY LINE ADJUSTMENT
BETWEEN

CITY OF DANVILLE VIRGINIA
PIN: 26828 AND
424 MEMORIAL DRIVE, LLC
PIN: 21344
CONTAINING 6.87± ACRES
CITY OF DANVILLE, VIRGINIA

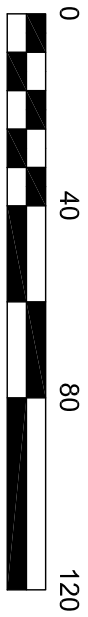
SURVEY PREPARED BY:



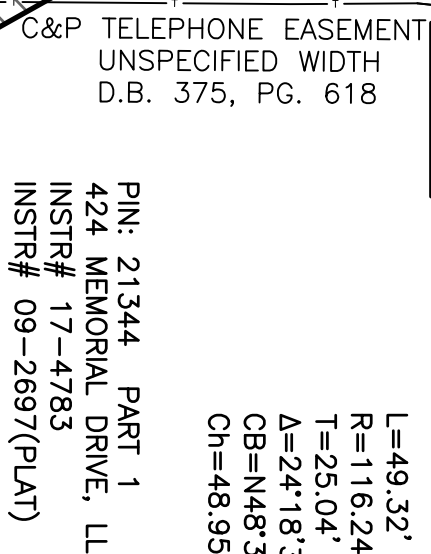
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PHONE: 804.290.7957
FAX: 804.290.7928
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- LEGEND:
- ⊙ I.P.F.-IRON PIPE FOUND
 - ⊙ I.R.F.-IRON ROD FOUND
 - I.R.S.-IRON ROD SET (5/8" REBAR)



DATE: 1/18/2022
LAST REVISED: 1/18/2022
SCALE: 1" = 40'
DEWBERRY JOB #50141823



LEGEND:

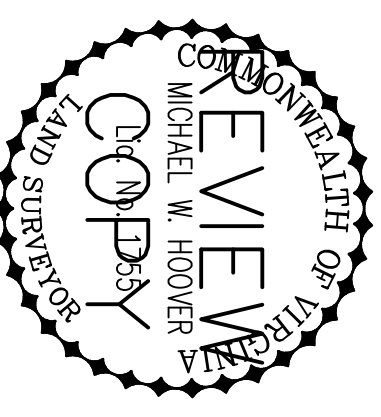
- ◎ IPF-IRON PIPE FOUND
- ⊖ IRF-IRON ROD FOUND
- IRS-IRON ROD SET (5/8"REBAR

SEE SHEET 6 OF 6

SHEET 5 OF 6

PLAT SHOWING
BOUNDARY LINE ADJUSTMENT
BETWEEN
CITY OF DANVILLE VIRGINIA
PIN: 26628 AND
424 MEMORIAL DRIVE, LLC
PIN: 21344
CONTAINING 6.87± ACRES
CITY OF DANVILLE VIRGINIA

SURVEY PREPARED BY:

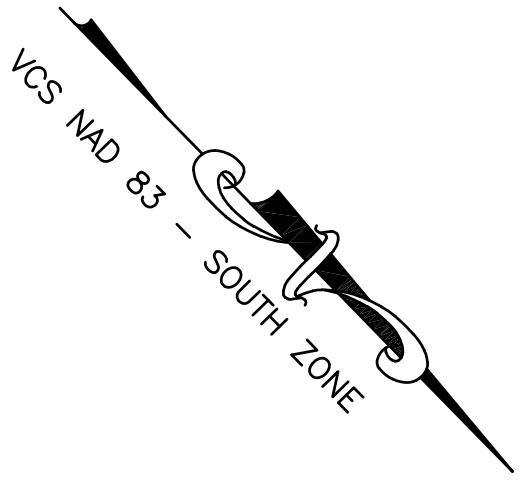


DATE: 1/18/2022
LAST REVISED: 1/18/2022
SCALE: 1" = 40'
DEWBERRY JOB #50141823



Dewberry®

Dewberry Engineers Inc
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MAP SHOWING: R/W FOR MEMORIAL DRIVE
MAP BOOK 9, PAGE 25
CITY ENGINEERING FILE E-330
VARIABLE R/W PER
MEMORIAL DRIVE
MAP SHOWING: R/W FOR MEMORIAL DRIVE
CITY ENGINEERING FILE G-374

N: 33755319.79
E: 11221087.82

BOUNDARY LINE ADJUSTMENT
AREA TO BE
6.87± ACRES #26828
ADDED TO PARCEL
S 30°07'18" W
273.24' WALKING TRAIL
EASEMENT

PROPERTY LINE TO BE
ADJUSTED BY THIS PLAT

APPROXIMATE LOCATION
OF SANITARY SEWER
D.B. 357, PG. 379

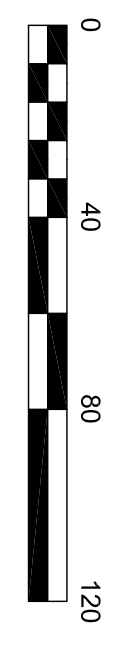
WALKING TRAIL EASEMENT
VARIABLE WIDTH

FLOOD ZONE 'AE'
(AREAS WITHIN 100 YEAR FLOOD PLAIN)

CITY OF DANVILLE VIRGINIA
PIN: 26828
INSTR# 21-2273
LOT 2
WHITEMILL DEVELOPMENT, LLC
RECORDED IN INSTR# 15-1760
#100 MEMORIAL DRIVE
3.85± ACRES BY ASSESSMENT
6.87± ACRES ADDED BY THIS PLAT
10.72± ACRES AFTER ADJUSTMENT

DAN RIVER
PROPERTY LINE 625± ALONG EDGE
OF DAN RIVER AS IT MEANDERS

- LEGEND:
- ⊙ IPF-IRON PIPE FOUND
 - ⊕ IRF-IRON ROD FOUND
 - IRS-IRON ROD SET (5/8"REBAR)



DATE: 1/18/2022
LAST REVISED: 1/18/2022
SCALE: 1" = 40'
DEWBERRY JOB #50141823

D=63°02'40"
R=30.00'
L=33.01'
T=18.40'
CB=N28°25'07"W
Ch=31.37'

N60°49'28"W
32.00'

N03°06'13"E
49.74'

D=41°53'58"
R=169.77'
L=124.15'
T=65.00'
CB=N66°56'54"W
Ch=121.40'

D=14°23'14"
R=597.96'
L=150.15'
T=75.47'
CB=N53°12'17"W
Ch=149.76'

D=13°05'10"
R=789.51'
L=180.32'
T=90.55'
CB=N46°21'35"E
Ch=179.93'

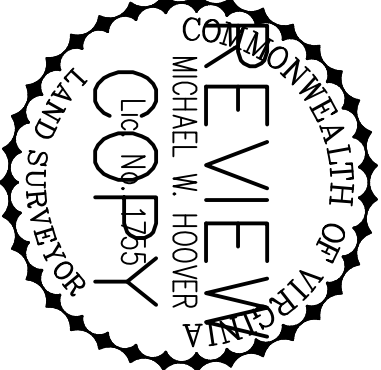
MAIN STREET ROUTE 293
VARIABLE R/W
S39°49'00"W
205.36'

S39°49'00"W
205.36'

S71°20'59"E
18.63'
S74°42'05"E
112.91' TIE LINE
S65°14'18"E
151.59' TIE LINE
S63°02'29"E
106.59' TIE LINE
S61°42'26"E
110.72' TIE LINE
S52°55'21"E
1.29' TIE
S54°56'15"E

SHEET 6 OF 6

PLAT SHOWING
BOUNDARY LINE ADJUSTMENT
BETWEEN
CITY OF DANVILLE VIRGINIA
PIN: 26828 AND
424 MEMORIAL DRIVE, LLC
PIN: 21344
CONTAINING 6.87± ACRES
CITY OF DANVILLE, VIRGINIA



Dewberry Engineers Inc
4805 LAKE BROOK DRIVE SUITE 200
GLEN ALLEN, VIRGINIA 23060-9278
PHONE: 804.290.7957
FAX: 804.290.7928
WWW.DEWBERRY.COM

SURVEY PREPARED BY:

Council Letter

City of Danville, Virginia



CL - 346

NEW BUSINESS A.

City Council REGULAR MEETING

Meeting Date: February 21, 2023

Subject: General Fund Financial Review

From: Michael Adkins, Chief Financial Officer

COUNCIL ACTION

A brief presentation will be given on the General Fund financial results through January 31, 2023. Financial statements are included.

Attachments

1. Financial Statements
-



To: Ken F. Larking, City Manager

From: Michael L. Adkins, Chief Financial Officer

Date: February 13, 2023

Subject: Summary of Preliminary General Fund Financial Results for January 31, 2023

After completing the first seven months of fiscal year 2023, revenues are ahead of the previous year. As of January 31, General Fund revenues were \$64,507,596. This represents 53% of our FY 2023 budget. This is an increase of \$3.4 million over January 31, 2022. Apart from small decreases in permits, fines, miscellaneous revenues, and transfer in from other funds, all major revenue categories are ahead of the prior year. The increase over last year is primarily from growth in property and local taxes.

General Property Tax collections continue to perform well with 54% of the budgeted real estate tax realized at the end of January. We continue to see steady performance in the collection of delinquent real estate taxes this year with \$708,126 realized in the first seven months. This accounts for 79% of the current year budget. Personal property tax collections are tracking as expected with 48% collected as of January 31.

Regarding local taxes, sales tax collections through January amounted to \$6,554,072 or 58% of budget, an increase of \$357,300 from last year. Meals taxes collected for the first seven months of the fiscal year amounted to \$6,346,240 or 59% of budget, an increase of \$569,000 from last year. Business Licenses realized through the end of January were \$1,237,213, an increase of \$261,000 from the prior year. Lodging taxes received as of January 31, were \$1,540,665 or 53% of budget, an increase of \$315,000 from the prior year. All other local tax revenue categories are tracking well with budget and are exceeding the prior year at this point.

Expenditures through January 31 were \$80,564,603 or 62% of budget. This is an overall increase of \$6 million when compared to January 31, 2022. The net decrease in transfers to schools of \$4.3 million at the end of January is offset in part by an increase of \$6.1 million in departmental expenditures attributed to the timing of payments for maintenance service contracts within general government and an increase in public safety of approximately \$2.9 million for workers' compensation claims (\$596,000), increases in labor and benefits (\$1.4M), along with operating expenses related to the new headquarters. Still, departmental spending at January 31 was only 55% of budget. The remaining increase was the result of increased budgeted transfers to the Capital Improvement Fund of \$2.1 million for the Riverfront Park Construction, increased group health insurance costs of \$243,000 and increase debt service costs of \$395,000.

Overall, General Fund expenditures exceeded revenues by \$16 million at January 31. Although this current imbalance is more than usual primarily due to timing of expenditures, a deficit is typical for much of the fiscal year in the General Fund because the timing of revenue recognition is not matched with expenditures. However, at this point, the General Fund is performing as expected.

CITY OF DANVILLE, VIRGINIA

GENERAL FUND REPORT

58% OF YEAR LAPSED AS OF JANUARY 31, 2023

PRE-CLOSING FIGURES - SUBJECT TO CHANGE - UNAUDITED

	Budgets & Appropriations For Current Year	Actual Revenues & Expenditures For Year-to-Date	Percent Realized/Expended This Year	Encumbrances	Balance to be Realized/Expended	Actual Revenues & Expenditures At This Date Last Year
REVENUES:						
Property Taxes	\$ 36,963,520	\$ 19,034,085	51.49%		\$ 17,929,435	\$ 17,945,161
Other Local Taxes	31,579,500	16,981,419	53.77%		14,598,081	15,334,964
License Permits & Privilege Fees	283,330	299,491	105.70%		(16,161)	322,766
Fines & Forfeitures	299,600	130,180	43.45%		169,420	123,321
Revenue From Use Money & Property	696,940	949,053	136.17%		(252,113)	1,055,225
Charges For Services	3,389,630	1,889,043	55.73%		1,500,587	1,736,422
Miscellaneous Revenue	47,710	178,023	373.13%		(130,313)	146,582
Recovered Cost	8,490,570	4,775,676	56.25%		3,714,894	4,307,550
Non-Categorical Aid	5,528,740	2,988,304	54.05%		2,540,436	2,884,115
Shared Expenses (Categ. Aid State)	5,637,550	3,206,522	56.88%		2,431,028	3,114,138
Categorical Aid (State)	10,048,080	4,819,449	47.96%		5,228,631	4,193,148
Emergency Services (Federal)	27,020	-	0.00%		27,020	-
Categorical Aid (Federal)	-	9,435	0.00%		(9,435)	6,630
Transfers From Utilities/Other Funds	17,673,000	9,246,916	52.32%		8,426,084	9,907,280
TOTAL REVENUES	\$ 120,665,190	\$ 64,507,596	53.46%		\$ 56,157,594	\$ 61,077,301
EXPENDITURES:						
General Government Administration	\$ 13,341,954	\$ 8,517,800	63.84%	\$ 239,887	\$ 4,584,267	\$ 7,318,095
Judicial Administration	8,358,031	4,942,477	59.13%	48,502	3,367,051	4,345,071
Public Safety	36,969,200	20,472,107	55.38%	772,867	15,724,226	17,567,314
Public Works	5,080,177	2,813,340	55.38%	172,030	2,094,807	2,423,004
Health, Education, Welfare & Soc. Svc.	9,538,774	4,244,300	44.50%	58,919	5,235,554	3,689,100
Parks, Recreation & Cultural	5,842,651	2,843,516	48.67%	45,790	2,953,345	2,694,671
Community Development	2,619,827	1,194,275	45.59%	50,577	1,374,975	852,551
Non-Departmental	16,437,970	9,411,073	57.25%	-	7,026,897	7,680,563
Transfer to Schools - Operating	26,300,818	21,934,906	83.40%	3,290,075	1,075,837	26,190,860
Transfer to Capital Projects	3,145,000	3,045,000	96.82%	-	100,000	706,483
Transfer to Other Funds	1,647,930	1,145,808	69.53%	-	502,122	1,118,580
TOTAL EXPENDITURES	\$ 129,282,332	\$ 80,564,603	62.32%	\$ 4,678,648	\$ 44,039,081	\$ 74,586,293
Revenue over(under) Expenditures		<u>\$ (16,057,007)</u>				<u>\$ (13,508,991)</u>
FUND BALANCE:						
Beginning Fund Balance 07/01/2022		\$ 46,401,528				\$ 47,090,495
Revenue over(under) Expenditures		(16,057,007)				(13,508,991)
Ending Fund Balance 01/31/2023		<u>\$ 30,344,521</u>				<u>\$ 33,581,504</u>
Composition of Fund Balance:						
Reserved for Encumbrances/Designated Funds		\$ 8,681,744				\$ 12,925,525
Unassigned		<u>21,662,777</u>				<u>20,655,979</u>
TOTAL FUND BALANCE 01/31/2023		<u>\$ 30,344,521</u>				<u>\$ 33,581,504</u>

City of Danville, Virginia
Summary of Other Local Tax Revenues - PRE-CLOSING - UNAUDITED
For the period ending January 31, 2023

Description	Current Budget	Revenue Realized	Percentage Realized	Prior Year Budget	Prior Year Realized	Percentage Prior Year
Sales Tax	\$ 11,302,050	\$ 6,554,072	57.99%	\$ 10,115,880	\$ 6,196,773	61.26%
Business Licenses	5,430,000	1,237,213	22.78%	5,450,000	976,175	17.91%
Meals Tax	10,800,000	6,346,240	58.76%	8,471,320	5,777,569	68.20%
Utility Taxes	930,000	534,853	57.51%	940,000	468,947	49.89%
Vehicle License Fees	1,000,000	281,216	28.12%	1,000,000	244,738	24.47%
Bank Stock Tax	1,000,000	-	0.00%	940,000	-	0.00%
Recordation Tax	270,000	207,987	77.03%	200,000	204,666	102.33%
Hotel Motel Tax	2,885,080	1,540,665	53.40%	1,511,630	1,225,614	81.08%
Daily Property Rental Tax	12,370	15,521	125.48%	13,200	12,175	92.23%
Motor Vehicle Tax	200,000	137,093	68.55%	162,000	120,257	74.23%
DMV Fees	250,000	126,559	50.62%	260,000	108,051	41.56%
TOTAL	\$ 34,079,500	\$ 16,981,419	49.83%	\$ 29,064,030	\$ 15,334,964	52.76%

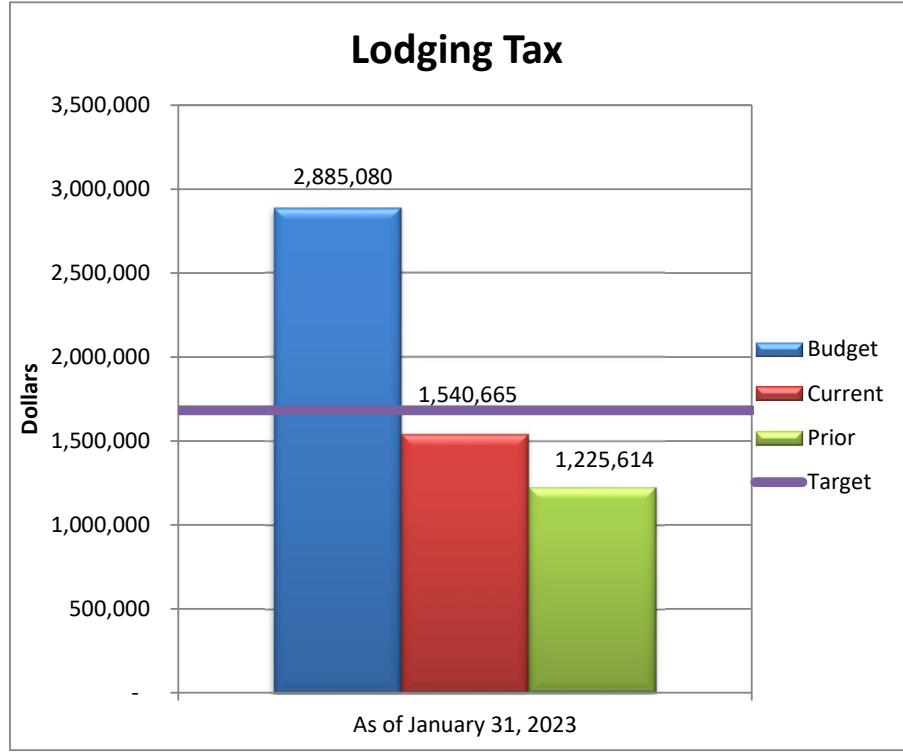
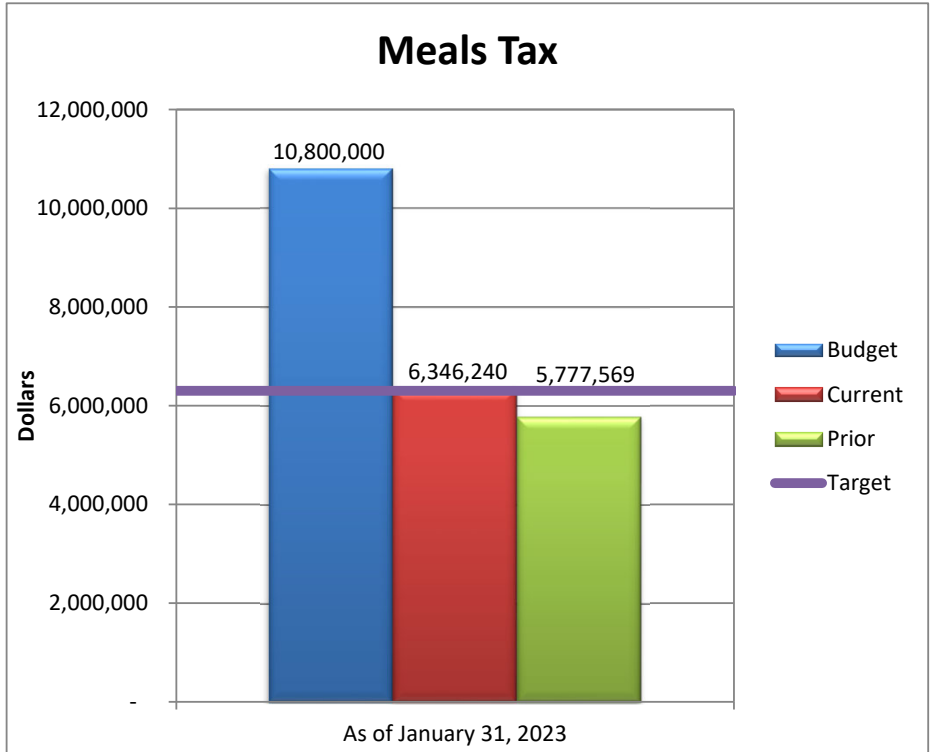
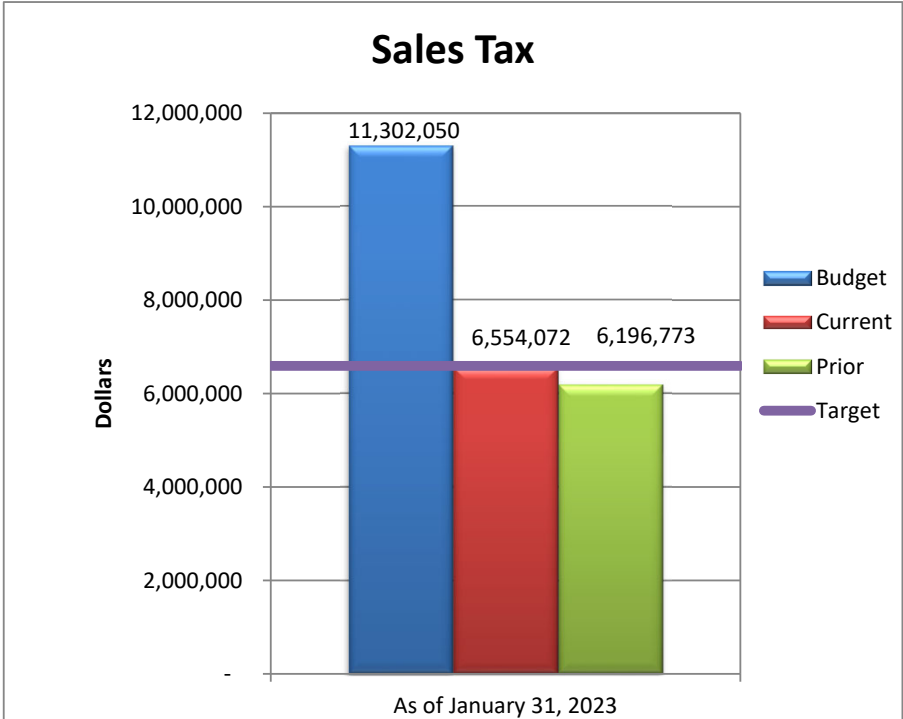
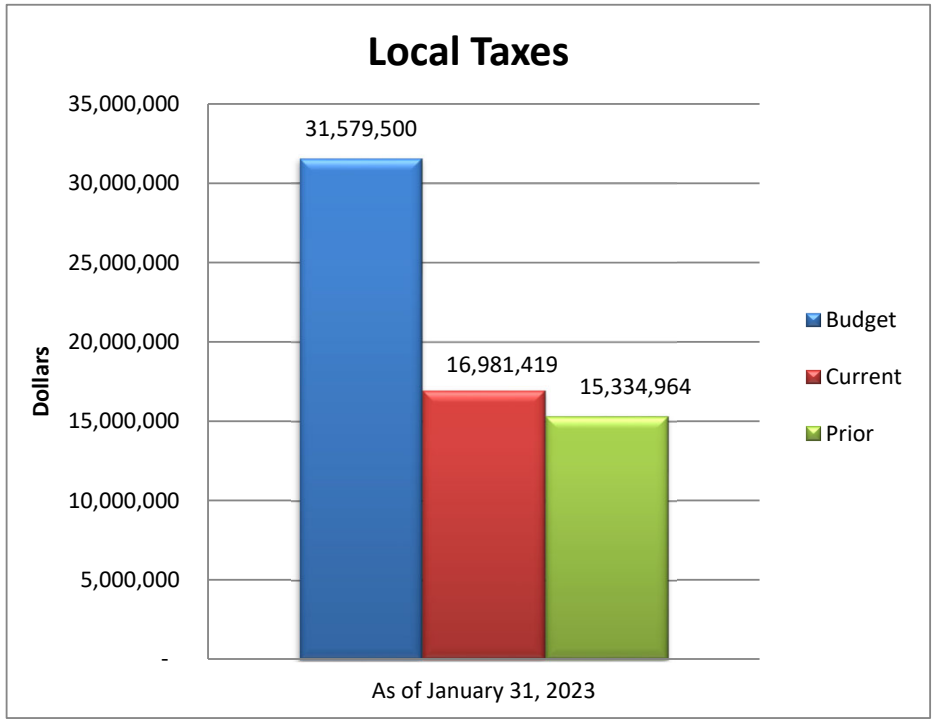
**CITY OF DANVILLE, VIRGINIA
GENERAL FUND
COMPOSITION OF FUND BALANCE
PRELIMINARY - AS OF JANUARY 31, 2023**

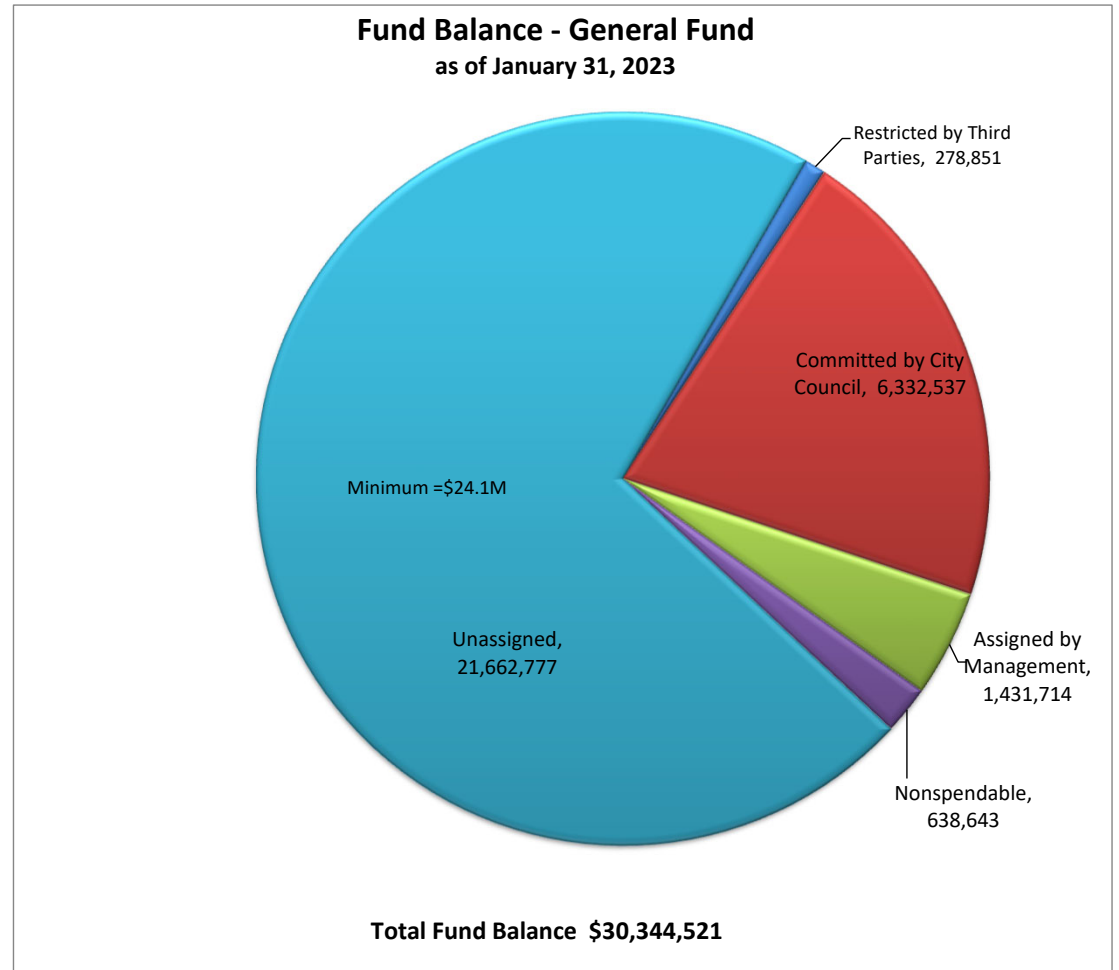
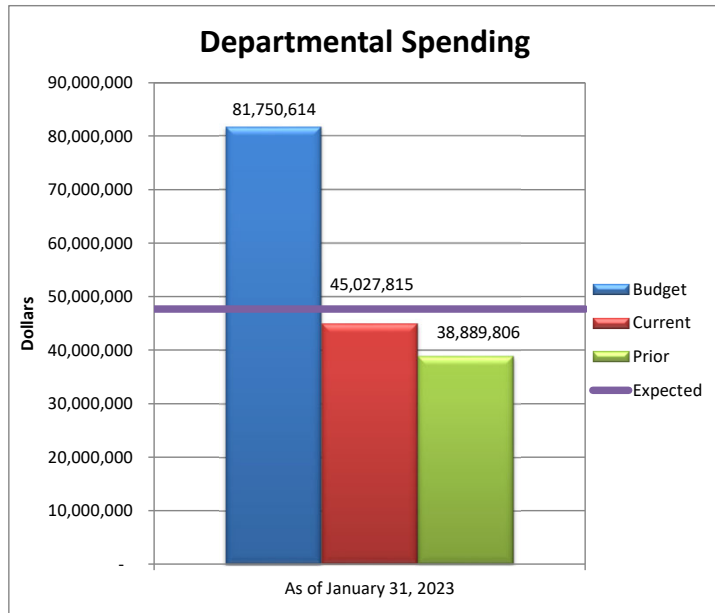
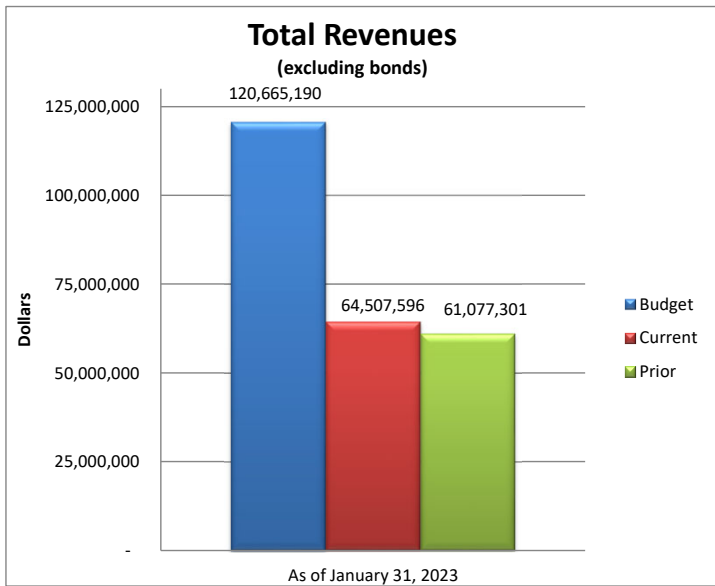
Beginning Total Fund Balance, July 1, 2022	46,401,528.32
Add: General Fund Revenues	64,507,596.04
Deduct: General Fund Expenditures	<u>(80,564,602.98)</u>
Ending Total Fund Balance, January 31, 2023	<u><u>30,344,521.38</u></u>

Composition of Fund Balance:

Restricted for Commonwealth Attorney	103,683.31
Restricted for Police Department	40,230.65
Restricted for Fire Department	134,937.12
Committed for Sheriff's Department	42,461.36
Committed to Schools	3,290,075.21
Committed to Budget Stabilization	3,000,000.00
Assigned to Sheriff's Department	7,170.14
Assigned to Community Development	35,970.70
Assigned for Encumbrances	1,388,572.91
Nonspendable (Inventory and Prepaids)	638,643.09
UNASSIGNED	<u>21,662,776.89</u>
Total Fund Balance, January 31, 2023	<u><u>30,344,521.38</u></u>

Unassigned fund balance from above	21,662,776.89
Unassigned Minimum per policy (20% of General Fund Operating Revenues) based on FY 2023 budget	<u>24,133,038.00</u>
Current surplus (deficit) over (under) minimum	(2,470,261.11)





Council Letter

City of Danville, Virginia



CL - 332

NEW BUSINESS B.

City Council REGULAR MEETING

Meeting Date: February 21, 2023

Subject: Consideration of Changes to Council's Rules and Procedures

From: W. Clarke Whitfield Jr., City Attorney

COUNCIL ACTION

A Resolution Amending the Rules of Procedure for the Council of the City of Danville, Virginia.

SUMMARY

It has been over three years since City Council and staff have reviewed the Council's rules and procedures. After a general review, these amendments are designed to promote efficiency, civility, and more substantive public discourse.

BACKGROUND

The City Council Adopted Rules of Procedure in January of 2015. Since that time, Council amended the rules in 2016 and 2019 to better manage the council meetings. This proposed amendment would be the third since the rules were initially adopted.

RECOMMENDATION

It is recommended that City Council adopt the amendments to Sections 4-1 relating to Order of Business and section 4-2 relating to Communications from Visitors.

Attachments

1. Resolution
 2. Danville City Council Rules and Procedures 02-21-2023
-

PRESENTED: _____

ADOPTED: _____

RESOLUTION NO. 2023-____.____

A RESOLUTION AMENDING THE RULES OF PROCEDURE FOR THE
COUNCIL OF THE CITY OF DANVILLE, VIRGINIA.

WHEREAS, Danville City Charter Section 2-11 grants City Council the power
to adopt its' own rules of procedure; and

WHEREAS, on January 6, 2015 the Council of the City of Danville adopted
rules of procedure designed for the benefit and convenience of the Council to help Council
conduct its affairs in a timely and efficient manner, while protecting the rights of each
individual Council member, preserving a spirit of cooperation among Council members, and
affording every opportunity to citizens to witness the operations of their government; and

WHEREAS, the Council has determined that the attached amendments to
section 4-1 entitled Order of Business and section 4-2 entitled Communications from Visitors
would improve the designed goal of the Rules of Procedure.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Danville,
Virginia, that is does hereby authorize, approve reaffirm the Amended Danville City Council
Rules of Procedure attached hereto and made a part hereof, as if fully set out herein; and

BE IT FURTHER RESOLVED that these rules may be further amended from
time to time by future resolutions of this Council at any regular scheduled meeting or properly
called special meeting.

APPROVED:

Mayor

ATTEST:

Clerk

Approved as to
Form and Legal Sufficiency:

City Attorney

DANVILLE CITY COUNCIL RULES OF PROCEDURE

(Adopted ~~July 2, 2019~~ February 21, 2023)

Introduction

These rules of procedure were designed and adopted for the benefit and convenience of the Danville City Council. Their purpose is to help City Council conduct its affairs in a timely and efficient manner. They incorporate the general principles of parliamentary procedure found in *Robert's Rules of Order Newly Revised* and applicable Virginia laws. The rules of procedure do not create substantive rights for third parties or participants in proceedings before City Council. Further, City Council reserves the right to suspend or amend the rules of procedure whenever a majority of Council decides to do so. When City Council's rules of procedure do not address a procedural issue, Council may consider the most recent edition of *Robert's Rules of Order* for guidance. The failure of City Council to strictly comply with the rules of procedure shall not invalidate any action of City Council.

(Charter 1986, § 2-11)

SECTION 1 - PURPOSE AND BASIC PRINCIPLES

Section 1-1. Purpose of Rules of Procedure

- A. To enable the Danville City Council to transact business fully, expeditiously and efficiently while affording every opportunity to citizens to witness the operations of government;
- B. To protect the rights of each individual Council member;
- C. To preserve a spirit of cooperation among Council members; and
- D. To determine the will of City Council on any matter.

Section 1-2. Basic Principles Underlying Rules of Procedure

- A. The business of the City Council should proceed in the most efficient manner possible;
- B. City Council's rules of procedure must be followed consistently;
- C. City Council's actions should be the result of a decision on the merits and not a manipulation of the procedural rules;
- D. Only one subject may claim the attention of City Council at one time;
- E. Each item presented for consideration is entitled to full and free discussion;

- F. Every member has equal rights to participate and vote on all issues;
- G. Every member must have equal opportunity to participate in decision making;
- H. The will of the majority must be carried out, and the rights of the minority must be preserved; and
- I. The Council must act as a body.

SECTION 2 -- MEETINGS

Section 2-1. When and Where Regular Meetings are Held

Regular meetings of the Council shall be held in the Council Chamber at 7:00 p.m. on the first and third Tuesdays of each month; provided, however, that whenever the day for a regular meeting of the Council falls on the first day of January, the third day or fourth day of July or on the date of a general election, then such meeting shall be held on the following Thursday at the same hour and place.

When it reasonably appears that a quorum will not be present at a subsequent regular meeting of Council, Council may by resolution adopted at any prior regular meeting cancel such subsequent regular meeting. The City Clerk shall publish notice of the cancellation of the meeting in a local newspaper not less than seven (7) days prior to the date on which the meeting was to be held. However, no more than one (1) regular meeting in any calendar month may be cancelled.

The Council may hold additional meetings or work sessions at other locations and times, or may change the locations and times of regularly scheduled meetings or work sessions as it deems appropriate to do so. Notice of such additional meetings or changes to the location or time of regularly scheduled meetings or work sessions shall be provided to the public and the press as required by State Code. Additional meetings shall be referred to as “additional scheduled meetings” and shall be approved by Council during a regularly scheduled meeting or work session. (Code 1986, § 2-50)

Section 2-1.1. Continued Meetings

A regular meeting shall be continued to the immediately following Thursday of that week, or to the next regularly scheduled meeting, at the same time and place as the regular meeting if the Mayor, or Vice Mayor if the Mayor is unable to act, finds and declares that weather or other conditions are such that it is hazardous for members to attend the regular meeting. Such finding shall be communicated to the Council members and the press as promptly as possible. All hearings and other matters previously advertised shall be conducted at the continued meeting and no further advertisement is required.

Section 2-2. Special Meetings

- A. The Council may hold such special meetings, as it deems necessary, at such times and places as it may find convenient; and it may adjourn from time to time. A special meeting of the Council shall be called pursuant to Section 15.2-1417 of the Code of Virginia (1950) and Section 2-51 of the City Code.
- B. The Mayor or any three (3) members of the Council may call a special meeting of the Council to be held at any time, date or place and for any purpose.
- C. Written notice of each special meeting of the Council shall, except in the case of an emergency, be given to each member of the Council, to the City Manager and to the City Attorney at least three (3) hours before the time designated for such special meeting. The notice shall specify the time, date and place for and the purposes of the special meeting. If any person to whom such notice is required to be given may not be found at his or her residence or place of business, then it shall constitute sufficient notice if the written notice of the special meeting is delivered to a member of the family, a business associate or an employee of that person.
(Code 1986, § 2-51)

Section 2-3. Adjourned or Recessed Meetings

- A. A meeting of the Council is adjourned when the Council has finished its business and is bringing the meeting to a close, with the intention of holding another meeting at a later date. Generally, when a meeting of the Council is adjourned, the next meeting of the Council is preceded by opening ceremonies. A meeting of the Council is recessed when the Council takes a break between sittings and after the recess business is resumed where it left off.
- B. A properly called regular, additional scheduled, or special meeting may be recessed or adjourned to a time and place certain by a motion made and adopted by a majority of the Council in open session during the regular, additional scheduled, or special meeting. The motion shall state the time and place when the meeting will reconvene. No further notice need be given of such a recessed or adjourned session of a properly called regular, additional scheduled or special meeting.

Section 2-5. Cancellation or Rescheduling of Meetings

A regularly scheduled meeting may be cancelled or rescheduled, in special circumstances and for the convenience of Council, if the change would not impact an advertised public hearing or a scheduled public presentation. The Mayor and Vice Mayor shall agree to any such change and the remaining members of the Council shall be immediately notified of the change and the reason therefore. If any member of the Council objects, the regularly scheduled meeting shall proceed as originally planned. In the event that no member of the Council objects, the public and the media shall be notified promptly of the change.

Section 2-6. Inaugural or organizational meeting; mayor and vice mayor generally

- A. An inaugural or organizational meeting of the Council shall take place in the Council Chamber in the municipal building at twelve o'clock noon on the first day of July of each even-numbered year, or if such day shall fall on Saturday or Sunday, then on the following Monday. The meeting shall be called to order by the City Clerk, who shall administer the oath of office to the newly elected members of the Council. In the absence or inability of the City Clerk, the meeting may be called to order and the oath administered by the City Attorney. The first business of the Council shall be the election of a Mayor and Vice Mayor pursuant to subsection B below. Until this business has been completed, the Council shall not adjourn for a period longer than forty-eight hours.

- B. At the inaugural or organizational meeting provided for in subsection A above, the Council shall choose, by majority vote of all members thereof, one of its members to be Mayor and one to be Vice Mayor for the ensuing two years. The Mayor shall act as president of the Council, shall preside at meetings of the Council and shall perform such other duties consistent with his office as may be imposed by the Council. He shall be entitled to vote and speak as other members, but shall possess no veto power. He shall be recognized as the head of the city government for all ceremonial purposes, the purposes of military law and the service of civil process. He may use the title of Mayor in any case in which the execution of contracts or other legal instruments in writing, or other necessity arising from the general laws of the State, may so require, but this shall not be construed as conferring upon him the administrative functions or other powers or functions of a Mayor under the general laws of the State.

- C. The Vice Mayor shall, in the absence or disability of the Mayor, perform the duties of Mayor, and if a vacancy shall occur in the office of Mayor, shall become Mayor for the unexpired portion of the term. In the absence or disability of both the Mayor and Vice Mayor, the Council members shall, by majority vote of those present, choose one of their number to perform the duties of Mayor.

(Charter 1986, § 2-5)

Section 2-7. Procedure for Election of Mayor and Vice Mayor

- A. The City Attorney shall preside over the election of the Mayor and Vice Mayor.
 - 1. The presiding officer shall call for nominations from the membership.
 - 2. Any Council member, after being recognized by the presiding officer, may place one or more names in nomination and discuss his or her opinions on the qualifications of the nominees.

3. After all nominations have been made the presiding officer shall close the nominating process and open the floor for discussion.
 4. After discussion the presiding officer shall call for the vote.
 5. The membership shall vote by stating the last name of the nominee he or she wishes to be elected Mayor/ Vice Mayor.
 6. In the case of three-way race, the candidate receiving the least number of votes will be dropped from the slate of nominees, and another vote will be taken.
 7. A majority vote of all members shall be required to elect the Mayor and Vice Mayor.
- B. The Mayor and Vice Mayor shall serve each for a two year term.

SECTION 3 -- OFFICERS

Section 3-1. Mayor and Vice Mayor

- A. The Mayor, while the Council is in session, shall have general supervision of the Council Chamber, with power, in case of disturbance or disorderly conduct in such part thereof as may be appropriated to spectators, to have the same cleared. Stenographers and reporters for the press, wishing to take down the proceedings of the Council, may be admitted by the Mayor, who shall cause to be assigned them such places on the floor as shall not interfere with the convenience of the members, and no person, except officers of the City or their deputies or clerks in the exercise of an official duty, shall be admitted within the bar unless by permission of the Mayor. No person, other than members, shall be permitted to occupy the seat of any member during a session of the Council. The Mayor shall have the right to invite to the floor such persons as he shall deem deserving of the privilege, but the right of admission under such invitation shall not be extended beyond the day on which it shall be given.
- B. The Vice Mayor serves in the absence of the Mayor. In the absence from any meeting of both the Mayor and Vice Mayor, the Council members present shall choose one of their members as temporary presiding officer.
(Code 1986, § 2-26)

Section 3-2. Clerk

The Clerk of Council shall be appointed by the Council. He or she shall attend all Council meetings, and shall keep an accurate record of the proceedings.

Section 3-3. Parliamentarian

The City Attorney shall serve as the Parliamentarian for the purpose of interpreting these Rules of Procedure and the Code of Virginia (1950), as amended, as may be directed by the presiding officer, or as required as a result of a point of order raised by one or more Council members. If the City Attorney is unavailable, the City Manager shall serve as the Parliamentarian.

Section 3-4. Preservation of Order

- A. At meetings of the Council, the presiding officer shall preserve order and decorum. The presiding officer shall have the following powers:
 - 1. To rule motions in or out of order, including any motion not germane to the subject under discussion or patently offered for obstructive or dilatory purposes;
 - 2. To determine whether a speaker has gone beyond reasonable standards of courtesy in his or her remarks and to entertain and rule on objections from other members on this ground;
 - 3. To entertain and answer questions of parliamentary law or procedure;
 - 4. To call a brief recess at any time;
 - 5. To adjourn in an emergency.
- B. A decision by the presiding officer under any of the first three powers listed above may be appealed to the Council upon motion of any member. Such a motion is in order immediately after a decision under those powers is announced and at no other time. The member making the motion need not be recognized by the presiding officer, the motion does not require a second, and the motion, if timely made, may not be ruled out of order. There are two exceptions to this right of appeal. The presiding officer may adjourn without the Council's vote or appeal in an emergency, and he or she may also call a brief recess without a vote at any time, when necessary to "clear the air" and thus reduce friction among the members.

SECTION 4 -- ORDER OF BUSINESS FOR COUNCIL MEETINGS

Section 4-1. Order of Business

- A. At every regular meeting of the Council the order of business shall be as follows:
 - 1. Meeting called to order.
 - 2. Roll call.
 - 3. Invocation.
 - 4. Pledge of allegiance.

5. Special recognitions and announcements.
 6. ~~Communications from visitors.~~ Consent agenda.
 7. Old business.
 8. Appointments.
 9. New business.
 10. ~~Consent agenda.~~ Communications from visitors.
 11. Communications from the City Manager, City Attorney, City Clerk and members of the Council.
 12. Adjournment.
- B. The above order of business may be modified to facilitate the business of the Council.
- C. Council work sessions are less formal meetings and the agenda may be as determined by the City Manager and Council to best facilitate the business of the Council.
(Code 1986, § 2-52)

Section 4-2. Communications from Visitors

A. At any regular meeting of the Council, visitors who desire to speak upon matters other than those on the agenda for such meeting may do so only at the time for communications from visitors. Matters brought to the attention of the Council at that time which require action by the Council shall be referred to the City Manager for a report at a subsequent meeting of the Council. Persons who desire to speak upon a matter of business which is on the agenda of the meeting may do so only at the time the matter is considered by the Council.

B. Communications from Visitors

1. Communications from Visitors shall be for the purpose of allowing members of the public to present any matter, which, in their opinion, deserves the attention of the Council. They shall not serve as a forum for debate with the Council.
2. Persons wishing to address the Council must sign up to do so no later than Noon on the Friday prior to the next scheduled Council meeting by either signing up on the City website or calling the City Clerk. Upon recognition by the Mayor, the speaker shall address themselves to the Mayor and Council.
- 2.3. The Mayor, in his discretion, may recognize other citizens wishing to address Council.
- 3.4. Remarks shall be addressed directly to the Council and not to staff, the audience, or the media.

- ~~4.5.~~ The presiding officer shall open the Communications from Visitors.
- ~~5.6.~~ Each speaker shall clearly state his or her name and address. If the speaker is uncomfortable stating his or her address in public, he or she may provide that information privately to the Clerk of Council after speaking.
- ~~6.7.~~ There shall be a time limit for each individual speaker of 3 minutes.
- ~~7.8.~~ A representative of a group may have up to five (5) minutes to make a presentation. The representative shall identify the group at the beginning of his or her presentation. A group may have no more than one spokesperson.
- ~~8.9.~~ Speakers are not permitted to donate time to other speakers.
- ~~9.10.~~ There shall be no comment during Communications from Visitors on a matter for which a public hearing is scheduled during the same meeting.
- ~~10.11.~~ There shall be no comment during Communications from Visitors on a matter that has already been the subject of a previous public hearing where no final vote has been taken.
- ~~11.12.~~ Any issue raised by the public which the Council wishes to consider may be put on the agenda for a future Council meeting or work session by a majority vote.
- ~~12.13.~~ Council members shall not discuss issues raised by the public except by consent of a majority of the Council members present.
- ~~13.14.~~ Once the Council has heard a presentation from an individual or organization on a particular subject, the individual or organization may not make another presentation on the same subject within three (3) months of the first presentation, except by a majority vote of the members of the Council present and voting.
- ~~14.15.~~ The above rules notwithstanding, members of the public may present written comments to the Council or to individual Council members at any time during the meeting. Such written comments shall be submitted through the Clerk of Council.

- C. Other than as stipulated above or during public hearings, no person shall be permitted to address the council orally, except by permission of the Council, and such permission shall not be granted unless with the consent of a majority of the members of the Council present at such meeting.

- D. ~~No speaker's time shall be extended except by unanimous consent or a two-thirds (2/3) vote of the Council members present. In his sole discretion, the Mayor may extend a speakers time up to sixty (60) seconds.~~
- E. Any person who desires to submit written statements for forwarding to the Council prior to a Council meeting must submit nine (9) copies to the Clerk of Council by 4:00 p.m. on the Thursday preceding the Council meeting

Section 4-3. Prohibited Conduct

A. Persons appearing before the Council will be courteous in their language and in their presentations. Persons appearing before the Council will be respectful in their remarks, and will not be allowed to:

1. Campaign for public office;
 2. Promote private business ventures;
 3. Use profanity or vulgar language or gestures;
 4. Make comments which are harmful, discriminatory or embarrassing to any citizens, officials, or employees of City of Danville or make comments in the form of personal attacks.
 5. Use language which insults or demeans any person or which, when directed at a public official or employee is not related to his or her official duties, however, citizens have the right to comment on the performance, conduct, and qualifications of public figures;
 6. Make non-germane or frivolous statements;
 7. Interrupt other speakers or engage in behavior that disrupts the meeting including but not limited to applause, cheers, jeers, etc.;
 8. Engage in behavior that intimidates others;
 9. Address the Council on issues that do not concern the services, policies or affairs of the city.
- B. The presiding officer shall preserve order and decorum at Council meetings. He or she may order the expulsion of any person for violation of these rules, disruptive behavior, or any words or action which incites violence or disorder, subject to appeal to the Council. Any person so expelled shall not be readmitted for the remainder of the meeting from which expelled. Any person who has been so expelled and who at a later meeting again engages in behavior justifying expulsion

may also be barred from attendance at future Council meetings for a specified and reasonable period of time not to exceed six months, or upon a still subsequent expulsion a period not to exceed one year either by the presiding officer, subject to appeal to the Council, or by motion passed by the Council.

Section 4-4. Public Hearings

- A. This section of the agenda shall be for public hearings as required by City, State, or Federal law, or as the Council may direct.
- B. The presiding officer shall conduct all public hearings.
- C. The order of public hearings shall be as follows:
 - 1. The presiding officer shall open the public hearing.
 - 2. Hearings shall begin with a brief presentation from a staff member and/or representative from the cognizant board, authority, commission or committee by recognizing the City Manager. The presentation shall summarize the facts about the issue and the staff recommendation. Council members may seek clarification during the presentation.
 - 3. In land use cases (rezoning or conditional use permit) the applicant or his or her representative shall be the first speaker(s).
 - 4. There shall be a time limit of ten (10) minutes for the applicant's or his or her representative's presentation.
 - 5. The presiding officer shall then solicit comments from the public, asking those in favor of the proposal to speak first, and then those opposed to the proposal. Each speaker must clearly state his or her name and address. If the speaker is uncomfortable stating his or her address in public, he or she may provide that information privately to the Clerk of Council after speaking. There shall be a time limit of three (3) minutes for each individual speaker. If the speaker represents a group, there shall be a time limit of five (5) minutes. A speaker representing a group shall identify the group at the beginning of his or her remarks. A group may have no more than one spokesperson. The Council, by unanimous consent or by a two-thirds (2/3) vote of the members present, may allow any speaker to proceed past the time limit.
 - 6. After public comments have been received, in a land use case, the applicant or the representative of the applicant, at his or her discretion, may respond with a rebuttal. There shall be a five (5) minute time limit for rebuttal.
 - 7. Upon the conclusion of public comments, or the applicant's rebuttal in a land use case, the presiding officer shall close the public hearing.

- D. When a public hearing has been closed by the presiding officer, no further public comment shall be permitted. Council members, however, may direct questions to the applicant, the representative of the cognizant board, authority, commission, committee, to a speaker, or to a staff member for clarification prior to taking any vote, if a vote is in order.
- E. Following the close of the public hearing, the presiding officer may entertain a motion to dispose of the issue and the Council may debate the merits of the issue.

SECTION 5 – RULES OF PROCEDURE FOR COUNCIL MEETINGS

Section 5-1. Quorum

- A. As provided by Section 15.2-1415 of the Code of Virginia and Section 2-10 of the City Charter, a majority of all members of the Council must be present to conduct business. A quorum is a majority of the entire membership of the Council, including any vacant seats.
- B. Quorum refers to the number of members present at a meeting, not the number of members voting on an issue. If no quorum is present or if a quorum is lost, the Council can only (i) adjourn, (ii) recess, or (iii) take steps to obtain a quorum.
- C. If a quorum fails to attend any meeting, those attending may adjourn to such other time prior to the next regular meeting as they may determine and the Clerk of Council shall enter such adjournment in the minute book of the Council and shall notify absent members thereof in the same manner as required for special meetings.

Section 5-2. Priority in Speaking on the Council

When two or more members of the Council wish to speak at the same time, the presiding officer shall name the one to speak.

Section 5-3. Comments, Queries of Council Members

Council members are to observe the following rules during the discussion of agenda items:

- A. The presiding officer shall keep discussion germane to the subject. Points of clarification shall be limited to questions only. The presiding officer shall rule other comments out of order.
- B. A member of the Council desiring to speak shall respectfully address "Mr. Mayor." No member shall proceed until he has been recognized by the Mayor, and during the time allowed him he shall confine himself strictly to the question before the Council. No member, while speaking, shall be disturbed in any manner by private conversation or otherwise.
(Code 1986, § 2-52)

- C. Council members may address questions to the City Manager or staff present at the meeting. Staff members should be at a microphone when answering Council members' questions. All legal questions should be addressed to the City Attorney.

Section 5-4. Action by the Council

Items of business will be considered and dealt with one at a time, and a new proposal may not be put forth until action on the preceding one has been concluded.

Section 5-5. Motions

- A. Informal discussion of a subject is permitted while no motion is pending.
- B. Any member, including the presiding officer, may make a motion.
- C. Members are required to obtain the floor before making motions or speaking, which they can do while seated.
- D. A member may make only one motion at a time.
- E. All motions require a second and a motion dies for lack of a second.

Section 5-6. Substantive Motions

- A. A substantive motion is any motion that deals with the merits of an item of business and is within the Council's legal powers, duties and responsibilities.
- B. A substantive motion is out of order while another substantive motion is pending.

Section 5-7. Procedural Motions

- A. Procedural motions are those motions that the Council may use to "act upon" a substantive motion by amending it, delaying consideration of it, and so forth. Procedural motions are in order while a substantive motion is pending and at other times, except as otherwise noted.
- B. In addition to substantive proposals, only the following procedural motions, and no others, are in order. Unless otherwise noted, each motion requires the floor and a second, is debatable, may be amended, and requires a majority of the votes cast, a quorum being present, for adoption. Procedural motions are listed below in their order of priority. If a procedural option is not listed below, then it is not available.
 - 1. To Appeal a Procedural Ruling of the Presiding Officer. A decision of the presiding officer ruling a motion in or out of order, determining whether a speaker has gone beyond reasonable standards of courtesy in

his remarks, or entertaining and answering a question of parliamentary law or procedure may be appealed to the Council which shall decide the matter by majority decision. Such an appeal is in order immediately after such a decision is announced and at no other time. The member making the motion need not be recognized by the presiding officer, the motion does not require a second, and the motion, if timely made, may not be ruled out of order.

2. Motion To Adjourn. At a meeting of the Council, a motion to adjourn shall always be in order. The motion may be made only at the conclusion of action on a pending substantive matter; it may not interrupt deliberation of a pending matter. The motion is not debatable and cannot be amended.
3. To Take a Brief Recess. This motion allows the Council to pause briefly in its proceedings. A motion to take a brief recess is in order at any time except when a motion to appeal a procedural ruling of the presiding officer or a motion to adjourn is pending
4. To Suspend the Rules. The Council may suspend provisions of its rules of procedure. The Council may not, however, suspend any provisions of the rules that state requirements imposed by law on the Council. No rule shall be suspended by the Council, unless two-thirds of the whole number of members elected to the Council shall vote in the affirmative.
5. To Defer Consideration. The Council may defer action on a substantive motion to a more convenient time. The Council may use the following motions to defer consideration of a substantive motion:
 - (a) The motion to “lay on the table” is used to temporarily set aside an item of business to deal with a more urgent item. Once an item of business has been laid on the table, a motion to “take from the table” is needed to bring the item back before the public body for discussion.
 - (b) The motion to “postpone” delays debate on an item of business so that it may be considered at a later date. An item of business may be “postponed definitely,” when it is continued to a definite time or date or “postponed indefinitely” if no future time or date is specified in the motion. A matter that has been postponed to a certain time or day shall be brought up again automatically when that time arrives. When a matter has been postponed indefinitely it takes an affirmative vote of a majority of the Council to bring the matter back for further discussion.

- (c) Section 15.2-2286 of the State Code requires that a zoning petition must be “acted upon” within a “reasonable time,” not exceeding one year. The Council may defer action on a zoning petition for consideration at a more convenient time. However, the Council may not dispose of a zoning petition with a motion to postpone indefinitely.
6. Call the Question. The motion to call the question is not in order until every member of the Council has had an opportunity to speak once and the deliberation by the Council on an item of business has exceeded thirty (30) minutes. The motion is not amendable or debatable.
7. To Amend. Any substantive motion properly on the floor may be amended. An amendment to a motion must be pertinent to the subject matter of the motion. An amendment is improper if adoption of the motion with that amendment added would have the same effect as rejection of the original motion. A proposal to substitute completely different wording for a motion or an amendment shall be treated as a substitute motion. A motion may be amended no more than twice. Once a motion has been offered to the Council, it is up to the Council to decide whether or not it should be changed by amendment. It is not necessary for the person making the original motion to approve of any proposed amendment to the motion.
8. Substitute Motion. A substitute motion shall be allowed to replace any motion properly on the floor. It shall have precedence over an existing motion and may be discussed prior to being voted on. If the substitute motion fails, the former motion can then be voted on. If the substitute motion passes, the substitute motion replaces the main motion and the matter is decided. No more than one (1) substitute motion may be made.
9. Withdrawal of Motion. A motion may be withdrawn by the introducer at any time before it is amended or before the presiding officer puts the motion to a vote, whichever occurs first.
10. Motion to Reconsider. The Council may vote to reconsider its action on a matter. The motion to reconsider must be made no later than the next succeeding regular meeting of the Council and can only be made by a member who voted with the prevailing side. In the event of a tie vote on the original motion any Council member may introduce a motion to reconsider. The motion cannot interrupt deliberation on a pending matter but is in order when action on a pending matter concludes. A motion to reconsider may not be used in a land use decision involving a rezoning or a conditional use permit.

11. Motion to Prevent Reintroduction for Six Months. The motion shall be in order immediately following the defeat of a substantive motion and at no other time. The motion requires for adoption a vote of the majority of the entire membership (4) of the Council. If adopted, the restriction imposed by the motion remains in effect for six months. As with every other procedural motion, the motion to prevent reintroduction may be dissolved by a motion to suspend the rules

Section 5-8. Debate

- A. The presiding officer shall state the motion and then open the floor to debate. The presiding officer shall preside over the debate according to the following general principles:
 1. The maker of the motion is entitled to speak first;
 2. No member shall speak more than once until all others have spoken who have a desire to do so, nor more than twice without the consent of a majority of the members present;
 3. No member shall speak more than ten (10) minutes at one time.
 4. To the extent possible, the debate shall alternate between proponents and opponents of the measure.
 5. A member of the Council may vote against his or her motion, but may not speak against his or her motion.
 6. The presiding officer may participate in the debate prior to declaring the matter ready for a vote.
 7. Council members shall not engage in electronic communications amongst themselves regarding a motion that is on the floor for debate.

Section 5-9. Duty to Vote

- A. Every member present at a Council meeting shall be required to vote on all questions as presented, unless he shall have such an interest therein as would disqualify him under the provisions of the Comprehensive Conflict of Interests Act.
- B. If there is an abstention, it shall be the responsibility of the Clerk of Council to note the abstention and the reason for abstaining for the record.
(Code 1986, § 2-28)

Section 5-10. Method of Voting

- A. After debate, the presiding officer shall ensure that the motion is clear and call for the vote.
- B. All questions submitted to the Council shall be determined by a majority vote of all the members of Council on any such question, unless otherwise required by special or general law.
- C. An “affirmative vote” by five (5) members of Council is necessary to adopt a motion, a tie vote means that the motion has been rejected. When a motion fails on a tie vote, the “noes” prevail.
- D. The yeas and nays on any question may be called for at any time before proceeding to another question or proposition by a call of one member. When voting has commenced by call of the roll, members shall respond only a "yea" or "nay" vote, or in a proper case, an abstention. In any case, the presiding officer shall announce the results of the vote

Section 5-11. Decisions on Points of Order

Any Council member may raise a point of order without being recognized by the presiding officer. The presiding officer shall refer any point of order to the Parliamentarian. The Parliamentarian shall advise the presiding officer who shall then make a ruling on the point of order. A Council member may appeal the ruling of the presiding officer to the full Council which shall decide the matter by majority decision.

SECTION 6 -- GENERAL OPERATING POLICY

Section 6-1. Broadcasting Council Meetings

Regular meetings and work sessions of the Council shall be broadcast live on River City TV and the Internet.

Section 6-2. Numbering and Indexing of Resolutions and Ordinances

It shall be the responsibility of the Clerk to number and index all resolutions and ordinances adopted by the Council. The resolutions shall be numbered consecutively, and use the last two digits of the calendar year. Example: for the first resolution in January, 2008, the resolution number would be shown as: #R-08-01. Ordinances shall also be numbered consecutively.

Section 6-3. Minutes of the Council Meetings

The minutes of the Council meetings shall reflect the official acts of the Council. They shall provide a summary of discussion and record Council votes. Minutes shall be considered for approval within a reasonable time after the meeting they record.

Section 6-4. Amending the Rules of Procedure

These rules may be amended at any regular meeting, or at any properly called special meeting that includes amendment of the rules as one of the stated purposes of the meeting. Adoption of an amendment shall require an affirmative vote of four (4) members of the Council.

Section 6-5. Special Rules of Procedure

The Council may adopt its own special rules of procedure to cover any situations that are not adequately addressed in these Rules of Procedure. Adoption of a special rule of procedure shall require an affirmative vote of a majority of a quorum of the Council.

AMENDMENTS:

Council Letter

City of Danville, Virginia



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NEW BUSINESS C.

City Council REGULAR MEETING

Meeting Date: February 21, 2023

Subject: 2021 Assistance to Firefighters Grant.

From: April Neal, Administrative Assistant

COUNCIL ACTION

An Ordinance Amending the Fiscal Year 2023 Budget Appropriation Ordinance to Provide for a Grant from the Department of Homeland Security in an Amount of \$97,447 and a Local Share in the Amount of \$9,745 for a Total Appropriation in the Amount of \$107,192, and Appropriating Same.

FIRST READING

SUMMARY

The City has received notification from the Department of Homeland Security that the Danville Fire Department has been approved to receive funding from the 2021 Assistance to Firefighters Program in the amount of \$97,446.70 for the purchase of PPE Washer/Extractor/Dryer, with local funding of \$9,744.68.

BACKGROUND

Funds from the department of Homeland Security are given to the Assistance to Firefighters Program to assist in helping localities throughout the Commonwealth to upgrade their equipment for the safety of the public and firefighters, with respect to fire and fire-related hazards. The grant must be used within twenty-four months of receipt of funds.

RECOMENDATION

It is recommended that City Council approve the attached Ordinance amending the Fiscal Year 2023 Budget Appropriation by increasing revenue to anticipate the receipt of the grant funds, from the Department of Homeland Security.

Attachments

1. Ordinance
-

PRESENTED: _____

ADOPTED: _____

RESOLUTION NO. 2023-_____._____

AN ORDINANCE AMENDING THE FISCAL YEAR 2023 BUDGET APPROPRIATION ORDINANCE TO PROVIDE FOR A GRANT FROM THE DEPARTMENT OF HOMELAND SECURITY IN AN AMOUNT OF \$97,447 AND A LOCAL SHARE IN THE AMOUNT OF \$9,745 FOR A TOTAL APPROPRIATION IN THE AMOUNT OF \$107,192, AND APPROPRIATING SAME.

WHEREAS, the City has been notified by the Department of Homeland Security that the Danville Fire Department has been awarded a grant; and

WHEREAS, the grant funds are to be used to upgrade equipment.

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Danville, Virginia, that the Fiscal Year 2023 Budget Appropriation Ordinance be, and is hereby, amended by increasing revenue from an Assistance to Firefighters Grant from the Department of Homeland Security through the Federal Emergency Management Agency, in an amount of \$97,447 and local match funds of \$9,745, for a total of \$107,192 to provide for the purchase of equipment, and appropriating the same, such revenue and appropriations to be as follows:

ANTICIPATED REVENUE

<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
2021 Assistance to Firefighters State Categorical Aid	61842000-47144	\$ 97,447
Local Share Transfer In from General Fund	61842000-6101	<u>\$ 9,745</u>
	Total	<u>\$ 107,192</u>

ANTICIPATED EXPENDITURES

<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
2021 Assistance to Firefighters	61842999-50	<u>\$ 107,192</u>

AND BE IT FURTHER ORDAINED, that a transfer from Special Grants Unallocated revenue and appropriation is hereby authorized to cover the local share as follows:

<u>TRANSFER FROM</u>		
<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
Special Revenue Fund		
Transfer In from General Fund	60098000-6101	(\$ 9,745)
Unallocated	60098000-6999	(\$ 9,745)

AND BE IT FURTHER ORDAINED, that this appropriation shall be a continuing appropriation and shall carry forward from year to year until expended for the purpose for which appropriated; and

BE IT FINALLY ORDAINED, that all other accounts and provisions of the Fiscal Year 2023 Budget Appropriation Ordinance, as amended, not hereby amended, shall continue in full force and effect unless and until hereafter further amended or repealed.

APPROVED:

Mayor

ATTEST:

Clerk

Approved as to
Form and Legal Sufficiency:

City Attorney

Council Letter

City of Danville, Virginia



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NEW BUSINESS D.

City Council REGULAR MEETING

Meeting Date: February 21, 2023

Subject: Fiscal Year 2023 Comprehensive Services Act Appropriation

From: Henrietta Weaver, Budget Director

COUNCIL ACTION

An Ordinance Amending the Fiscal Year 2023 Budget Appropriation Ordinance by Appropriating Comprehensive Services Act Funds and Providing Local Matching Funds for a Total Amount of \$4,780,388 and Appropriating Same.

FIRST READING

SUMMARY

The Comprehensive Services Act (CSA) was enacted in Fiscal Year 1994, by the Virginia General Assembly, for the purpose of eliminating duplication of services for at-risk children and families. Whenever possible, CSA services must be child specific and community based. Services may be residential or non-residential, private or public, and must be responsive to the child's unique needs and culture. These services may currently exist within the public agencies, such as mental health, social services, education, and court services, or may be available privately. Examples include, but are not limited to: substance abuse counseling, respite care, psychological evaluations, transportation services, home-based therapy, family counseling, parent training, therapeutic foster care, job coaching, after school care, recreation, and housing assistance.

In January 2013, the City began operating its own Community Policy and Management Team (CPMT). This resulted from the request of Pittsylvania County to dissolve the joint Danville-Pittsylvania County Community Policy and Management Board (CPMB). A full-time person has been hired under the Division of Social Services to coordinate the City only program. There has been no increased administrative cost to the City as the administration funds that were being paid to Pittsylvania County are now being used to support the City only program.

BACKGROUND

Daily, the schools, social services and court service units are faced with a number of societal issues, such as locating services for abused, neglected, delinquent and special services children with significant mental and physical health impairments. In addition, these organizations work with children with behavioral problems that require specialized placements for treatment, truancy, and children whose disabilities are so severe they are unable to function within the community. These disabilities and behavioral issues include, but are not limited to: Autism, Bipolar Disorder, Schizophrenia, Sexual Reactive Disorder, Post Traumatic Stress Disorder, Suicidal Ideation, Conduct Disorder, Attachment Disorder, and Mental Retardation. The overall focus of CSA continues to be servicing at-risk children and families. Great strides have been made in bringing additional resources for services to the

community. Service providers are meeting the increased demand for specialized programs while trying to manage the costs of such programs. The community partners continue to be faced with younger children whose disabilities are so severe that many times the children cannot be treated locally. The agencies that serve on the CPMT explore all options to provide for the needs of Danville's families and children by utilizing cost-effective measures to reduce expenditures to the locality. These measures include using Medicaid vendors, when appropriate, reviewing progress reports prior to authorizing additional service units, when feasible, and reviewing eligibility for IV-E funding which reimburses the locality 100% of allowable costs.

RECOMMENDATION

It is recommended that the City Council adopt the attached ordinance to approve Fiscal Year 2023 State and local funding for the CSA program. The required local match is included in the Adopted Fiscal Year 2023 City of Danville Budget.

Attachments

1. Ordinance
-

PRESENTED: _____

ADOPTED: _____

RESOLUTION NO. 2023-____.____

AN ORDINANCE AMENDING THE FISCAL YEAR 2023 BUDGET APPROPRIATION ORDINANCE BY APPROPRIATING COMPREHENSIVE SERVICES ACT FUNDS AND PROVIDING LOCAL MATCHING FUNDS FOR A TOTAL AMOUNT OF \$4,780,388 AND APPROPRIATING SAME.

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Danville, Virginia that the Fiscal Year 2023 Budget Appropriation Ordinance be, and is hereby, amended by increasing revenues to anticipate the State and Local funds for the Comprehensive Services Act fund and appropriating such funds within the Special Grants Fund, such appropriation to be as follows:

ANTICIPATED REVENUES

<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
Categorical Aid – State:		
Comprehensive Services Act -		
Pools Funds	60315000-45560	\$ 3,547,350
Administrative Funds	60315000-45570	20,400
Local Share		
Transfer in from General Fund	60315000-6101	<u>1,212,638</u>
	Total	<u>\$ 4,780,388</u>

ANTICIPATED EXPENDITURES

<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
Comprehensive Services Act:		
Outside Services	60315000-52349	\$ 4,500,000
CSA Medicaid	60315000-55570	140,000
Salaries, Fulltime	60315000-51100	80,760
Local Only – CSA	60315000-55420	25,000
Group Health Insurance	60315000-51600	11,577
FICA	60315000-51450	5,819
Retirement	60315000-51525	4,286
Travel & Training	60315000-54900	2,400
Temporary Services	60315000-52190	2,000
Office Supplies	60315000-55820	2,000
PS-Office Supplies	60315000-52655	1,400
Print Shop	60315000-52650	1,200
Dues	60315000-56242	1,200
Postage	60315000-54050	1,000
Telephone	60315000-54100	1,000
Materials & Supplies	60315000-55930	500
Group Life Insurance	60315000-51630	246
	Total	<u>\$ 4,780,388</u>

TRANSFER FROM

<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
Special Revenue Fund		
Undesignated	60098000-6101	\$ (112,638)
Administrative Expense DSS	60098015-6101	<u>(600,000)</u>
	Total	<u>\$ (712,638)</u>
Undesignated	60098000-6999	\$ (112,638)
Administrative Expense DSS	60098015-6999	<u>(600,000)</u>
	Total	<u>\$ (712,638)</u>

AND BE IT FURTHER ORDAINED, that a flexible budget is hereby authorized whereby appropriations may be increased to the extent that actual revenues from the CSA Pool Fund exceeds the original budget amount; and

BE IT FINALLY ORDAINED, that all other accounts and provisions of the Fiscal Year 2023 Budget appropriation Ordinance, as amended, not hereby amended, shall continue in full force and effect unless and until thereafter further amended or repealed.

APPROVED:

Mayor

ATTEST:

Clerk

Approved as to
Form and Legal Sufficiency:

City Attorney