



DANVILLE CITY COUNCIL WORK SESSION AGENDA

MUNICIPAL BUILDING

October 4, 2022

7:30 P.M.

MEETING CALLED TO ORDER

MINUTES

- A. Consideration of Approval of Minutes from Regular Work Session held on September 6, 2022.
Council Letter Number CL - 2849.

WORK SESSION ITEMS

- A. Consideration of Appointments to Boards and Commissions.
Council Letter Number CL - 2853.
- B. Consideration of Releasing Existing Liens on Parcel #20340.
Council Letter Number CL - 2845.
- C. Consideration of Amending the Danville City Code to Add Section 23-9.1 Entitled "Unpermitted Camping on City Property".
Council Letter Number CL - 2846.

PROGRAM UPDATE

COMMUNICATIONS FROM

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

Council Letter

City of Danville, Virginia



CL-2849

Meeting Minutes A.

Work Session Meeting

Meeting Date: 10/04/2022

Subject: Consideration of Approval of Meeting Minutes

From: Susan M. DeMasi, City Clerk

COUNCIL ACTION

Work Session Meeting: 10/04/2022

SUMMARY

Consideration of Approval of Minutes from Regular Work Session held on September 6, 2022.

Council Letter Number CL - 2849.

Attachments

Meeting Minutes

September 6, 2022

A Regular Work Session of the Danville City Council convened on September 6, 2022, at 8:08 p.m. in the Conference Room located on the Fourth Floor of the Municipal Building. Council Members present were: James B. Buckner, L.G. "Larry" Campbell Jr., Bryant Hood, Mayor Alonzo Jones, Barry P. Mayo, Vice Mayor Gary P. Miller, Sherman M. Saunders, J. Lee Vogler, Jr., and Madison J.R. Whittle (9).

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

Mayor Jones presided.

MINUTES

Upon **Motion** by Council Member Saunders and **second** by Council Member Vogler, Minutes of the Regular Work Session held on August 2, 2022 were approved as presented. Draft copies were distributed to Council Members prior to the Meeting.

WORK SESSION ITEMS

REVIEW OF THE DESIGN CONCEPT FOR THE OLD WEST END COMMONS PARK AREA

Renee Burton, Consultant to the City of Danville, introduced Jim Ford from McGill Associates, who reviewed his Power Point, *Old West End Commons*, a copy of which has been retained in Laserfiche in the City Clerk's folder, Presentations to Council. Mr. Ford explained the site was located between Pine Street and Jefferson Avenue. There was not much development there now, but as people move into the area, it would be an improvement that would help the entire city. The Park can provide frontage, proximity, potential connectivity to Doyle Thomas Park and to the Five Forks. They also discovered a creek running through the property which helps the site drain. Mr. Ford reviewed pictures of the site, noting a lot of the refuse has been cleared out and was now largely an open site; it cannot be seen from the street, but was ready to be developed. Staff held a community input event and people stopped by to express what they knew about the site, and what they would like to see it become. They held a preference survey so that people could share their ideas. The top five things people wanted were: a rose garden, a picnic pavilion, a cobblestone path, an outdoor performance area and park benches.

They also had focus group input by area residents and Mr. Ford noted he summarized some of the things they shared with them: an overall desire for open space, walking, connectivity, historical education signage, tree identification markers, small shelter, local aesthetics and attractive landscaping. There were three concepts that were presented to staff and overall, staff preferred Concept One with a few tweaks; it was a simple layout with minimal maintenance. It contains connectivity between Jefferson, Pine Street and the Five Forks, a small shelter, arboretum and the creek dealt with as there was a lot of erosion. There would be perennial landscaping and the iron fence that was there, would be divided and used as a welcoming feature; one part would be on Jefferson Street and the other on Pine. Mr. Ford discussed tree placement, perimeter fencing, a buffer hedge, seating and gathering space, a shelter, the natural surface trail, and creek bank restoration. Mr. Ford noted he attempted to put a cost to this park renovation and believes it will be about \$735,000 with everything he showed Council. Mr. Whittle asked if it could be hooked into the walking trails and Mr. Ford noted it could be, it would increase the pedestrian activity and the walkability of downtown. Reverend Campbell asked if it could be done with grants and Mr. Ford noted it could.

September 6, 2022

Council thanked Mr. Ford for his presentation.

CONSIDERATION OF APPROVING AND AUTHORIZING THE RELEASE OF CITY-HELD LIENS AGAINST REAL PROPERTY IDENTIFIED AS PARCEL #20165 STOKES STREET

Council had no questions or comments and agreed to put this item on an upcoming business meeting agenda.

CONSIDERATION OF AUTHORIZING A NEGOTIATED LEASE AGREEMENT WITH DOC BROWN, LLC

Council had no questions or comments and agreed to put this item on an upcoming business meeting agenda.

CONSIDERATION OF AUTHORIZING THE EXECUTION OF THE 2022 LOCUST RIDGE WIND ENERGY SCHEDULE WITH AMERICAN MUNICIPAL POWER, INC.

Council had no questions or comments and agreed to put this item on an upcoming business meeting agenda.

PROGRAM UPDATES

Presentation on the Information Technology Department

Director of Information Technology, Inez Rodenburg, gave an overview of IT operations, noting there were four core operations: Under Administration were operations, project management, IT Governance and budgeting/accounting. Infrastructure and Operations included security, hardware asset management, networking/wireless, server/storage/backups, surveillance cameras, cyber security and disaster recovery. Application Solutions includes application development, support and GIS, and Client Solutions include Help Desk, training, marketing and client engagement.

This past fiscal year, they handled about 8,400 help desk tickets, an increase of about 15% from the year before, and they completed about twenty projects last year. They support about 3900 different devices, they have about 178 different applications they support, and support about 1,200 users. Some of the new initiatives include Hit the Trails Story Map, which was a story of the City's trail system. Users can view different amenities and features and it was a great way to introduce residents to the trails. The next initiative was the Old West End Story Map, it was a story map that highlights the different historic properties within the OWE. Each location ties back to a QR marker program that was put in this past June. In Phase II, the City will reincorporate that same program in the River District to allow those unique URLs to go back to a QR code. The intent was to eventually to do a scavenger hunt throughout the River District that will allow visitors and residents to engage with the history of the area.

Parcel Viewer was a City application that ties directly back to GIS; it was updated this past year. The other initiative they put in this past year was the Permit Portal which allows contractors or resident owners to go fully, seamlessly through this process without having to leave their office. The Danville VA app can be downloaded from Apple or Google stores and provides direct links to services that the City provides.

Ms. Rodenburg noted they did an initiative with Mass Transit, who was putting new bus signs throughout the City; they will have QR markers on each bus sign that when scanned with a phone, citizens can get the arrival time of that bus. It also allows the City to send a message to a phone; the city purchased the branding rights for 24541, it was not in place yet, but a citizen could send a tagline feature to 24541, and they would receive a response that sends them to a link. Ms. Rodenburg reviewed updates on the Utility Portal, noting it was a complex, integrated, multi-system application with six different applications used to integrate it together. They were working on the SMS text notification, but citizens have to be a customer in the portal for that to work. There had been issues with the resolution for the IVR account recognition that have been resolved, and enhancements have been made to the Outage map with respect to massive outages. IT was also doing a technology roadmap to look at future enhancements to improve services further. Ms. Rodenburg noted another large project they will be working on was the Data Center Modernization and Relocation Project. Unfortunately the data center has not been modernized; it was in its original location and condition it was many years ago. All the power was located underneath the flooring making it difficult to add additional power, and some of the water lines were on top of the power lines. The space was inefficient and caused problems with storage, and it was difficult to add additional applications because they don't have the power. They will be moving the data center to the basement.

Mayor Jones noted he spoke with the City Manager about the surveillance cameras downtown; the crime in North Danville was increasing, and asked about putting cameras there. Ms. Rodenburg explained the 250 cameras downtown was about 27 terabytes of data, that was not backed up, but the cost of storage was not expensive. The bigger issue would be to make sure they could get fiber, which usually was not a problem, and then the cost of putting the cameras up and adding them to the system. Mayor Jones noted if that was something Council wanted to proceed with, from IT's perspective, they could handle the load and Ms. Rodenburg stated they might need to add some storage. The cost of the cameras right now were about \$1,000 each and like other departments, there were issues with the supply chain, it could take some time to get them. When they started putting in cameras for the police department, part of the funding was from a grant from the Community Foundation, when they first started promoting the River District. There were also some traffic cameras, but they were not the same type as the ones downtown. Another phase of the project was putting cameras along the trail.

Council thanked Ms. Rodenburg for her presentation, and the department for all they do.

CLOSED MEETING

At 8:43 p.m., Vice Mayor Miller **moved** that this meeting of the City Council of the City of Danville, Virginia be recessed and that Council immediately reconvene in a Closed Meeting for the following purposes: discussion or consideration of the acquisition and/or disposition of real property for a public purpose where discussion in an open meeting would adversely impact the bargaining position of the City as permitted by Subsection A(3) of Section 2.2-3711 of the Code of Virginia, 1950 as amended, and more specifically to consider a discussion regarding the sale and/or potential purchase of a specific parcel of property for use by prospective industrial, commercial, and mixed use projects looking to locate in the City; and an Economic Development discussion and update concerning a prospective business or industry where no previous announcement has been made and/or the expansion of an existing business or industry where no previous announcement has been made as permitted by Subsection (A)(5) of Section 2.2-3711 of the Code of Virginia, 1950, as amended and more specifically to consider: an update on multiple prospective commercial, mixed use, hospitality, and industrial projects considering locating within the City and/or locating within the region in cooperation with the City's regional

September 6, 2022

partners; and discussions and briefings by staff members, legal counsel, law enforcement or emergency service officials regarding reports or plans related to the security of a governmental facility, building or structure, the safety of persons using such facility, building or structure specific and cybersecurity threats or vulnerabilities where discussion in an open meeting would jeopardize the safety of any person or the security of any facility, building, structure, information technology system, or software program as permitted by Subsection (A)(19) of Section 2.2-3711 of the Code of Virginia as amended.

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

VOTE: 9-0
AYE: Buckner, Campbell, Hood, Jones, Mayo,
Miller, Saunders, Vogler and Whittle (9)
NAY: None

Upon unanimous vote at 9:29 p.m., Council reconvened in open session and Vice Mayor Miller **moved** for adoption of the following Resolution:

CERTIFICATE OF CLOSED MEETING

WHEREAS, the Council convened in Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Freedom of Information Act; and

WHEREAS, Section 2.1-344.1 of the Code of Virginia, 1950, as amended, requires a Certification by the Council that such Closed Meeting was conducted in conformity with Virginia Law;

NOW, THEREFORE, BE IT RESOLVED that the Council hereby certifies that, to the best of each Member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements of Virginia Law under Section 2.2-3711 were heard, discussed or considered, and (ii) only such public business matters as were identified in the Motion by which the Closed Meeting was convened were heard, discussed or considered by the Committee.

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

VOTE: 8-0-1
AYE: Buckner, Campbell, Hood, Jones, Mayo,
Miller, Saunders, Vogler and Whittle (8)
NAY: None
ABSENT: Vogler (1)

MEETING ADJOURNED AT 9:30 P.M.

APPROVED:

MAYOR

ATTEST:

CITY CLERK

Council Letter

City of Danville, Virginia



CL-2853

Work Session A.

Work Session Meeting

Meeting Date: 10/04/2022

Subject: Consideration of Appointments to Boards and Commissions

From: Susan M. DeMasi, City Clerk

COUNCIL ACTION

Work Session: 10/04/2022

SUMMARY

Consideration of Appointments to the following Boards and Commissions.

Council Letter Number CL - 2853.

1. Danville Redevelopment and Housing Authority.
2. River District Design Commission
3. West Piedmont Planning District Commission.
4. Planning Commission.

Attachments

No file(s) attached.

Council Letter

City of Danville, Virginia



CL-2845

Work Session B.

Work Session Meeting

Meeting Date: 10/04/2022

Subject: Consideration of Releasing Liens on Parcel #20340 on Colquhoun Street.

From: W. Clarke Whitfield, Jr., City Attorney

COUNCIL ACTION

Work Session: 10/04/2022

SUMMARY

City Staff is seeking approval from City Council to release twelve (12) nuisance abatements, and associated costs and delinquencies, affecting one (1) parcel of land on Colquhoun Street to facilitate its donation to the Danville Redevelopment and Housing Authority.

BACKGROUND

The City currently holds approximately \$5,000.00 in nuisance abatement liens, and associated collection costs and interest, against one (1) Parcel on Colquhoun Street near the W.W. Moore Detention Home, identified as Parcel #20340. The liens and costs greatly exceed the market value of the Parcel, which is presently assessed at \$1,200.00.

The nuisance abatement liens relate to grass cuttings dating from 2002 to 2016. The present owners of the Parcel wish to donate the land to the DRHA to assist with the improvement of the Monument-Berryman Master Plan in exchange for the release of the delinquencies and liens. Partnering with the DRHA on this furthers the City's goals of blight eradication and encouraging the productive use of real property. The donation is dependent upon the City releasing the recorded nuisance abatement liens and associated costs to allow clear title to transfer.

Under State law, City Council can release nuisance abatement liens to facilitate the transfer of an otherwise unmarketable lot. City Staff has determined that releasing the outstanding nuisance abatement liens to facilitate the property transfer would be of benefit to the City by eliminating likely future maintenance costs, increasing the taxable value and productive use of the Parcel, and assisting the DRHA in revitalizing the Monument-Berryman conservation area.

RECOMMENDATION

City staff recommends releasing existing liens and associated collection costs and interest affecting Parcel #20340, contingent upon the actual transfer of the Parcel to the DRHA.

Attachments

Resolution

PRESENTED: _____

ADOPTED: _____

RESOLUTION NO. 2022-____.____

A RESOLUTION APPROVING AND AUTHORIZING THE RELEASE OF CITY-HELD LIENS AGAINST REAL PROPERTY IDENTIFIED AS PARCEL #20340 COLQUHOUN STREET TO FACILITATE ITS DONATION TO THE DANVILLE REDEVELOPMENT AND HOUSING AUTHORITY.

WHEREAS, the City of Danville, in furtherance of its duty to protect the health and safety of the community, has recorded thirteen (13) liens total at the Circuit Court cumulatively against Parcel #20340 on Colquhoun Street since 2002 for nuisance abatement services totaling approximately \$5,000; and

WHEREAS, the city-held liens greatly exceed the tax assessed value of Parcel #20340, and otherwise cloud legal title to Parcel #20340, making the lot presently unmarketable; and

WHEREAS, given the size and location of this Parcel it is likely that future City abatement services will be required absent a transfer to a new owner; and

WHEREAS, the present owners of this Parcel desires to donate the property to the Danville Redevelopment and Housing Authority (DRHA) to assist in the eradication of blight and redevelopment of the Monument-Berryman conservation area that links Danville's Tobacco Warehouse and Old West End Historic Districts with the historic Almagro Community in exchange for the release of delinquent taxes and associated fees owed upon the Parcel; and

WHEREAS, it is a goal of the Council of the City of Danville to partner with members of the community where possible to achieve worthwhile community goals; and

WHEREAS, under Va. Code § 15.2-906(4) a locality may release such a lien against a particular property in order to facilitate its transfer to an unrelated, bona fide recipient;

NOW THEREFORE, BE IT RESOLVED, by the City Council of Danville, Virginia that all that all delinquent taxes, abatement charges, City-held liens, and associated

collection costs and interest of record against Parcel #20340 be released to facilitate its donation to the DRHA for the purpose of revitalizing the Monument-Berryman community, provided such transfer actually occurs.

APPROVED:

Mayor

ATTEST:

City Clerk

Approved as to
Form and Legal Sufficiency:

City Attorney

Council Letter

City of Danville, Virginia



CL-2846

Work Session C.

Work Session Meeting

Meeting Date: 10/04/2022

Subject: Consideration of Amending Danville City Code Regarding Unpermitted Camping.

From: W. Clarke Whitfield, Jr., City Attorney

COUNCIL ACTION

Work Session Meeting: 10/04/2022

SUMMARY

City Staff is seeking approval from City Council to adopt an ordinance prohibiting camping on City properties, except in permitted camping areas.

BACKGROUND

The City is responsible for managing public streets, sidewalks, and other public property within the boundaries of the City. This duty includes keeping streets and sidewalks open and free from potential obstructions that could cause injury as well as preventing misuse of and damage to public property that can jeopardize the health, safety, and general welfare of the public. A potential source of public property obstruction, misuse, and damage is outdoor camping in unpermitted areas.

The Cities of Roanoke and Bristol passed ordinances to prohibit camping on public property in unpermitted locations earlier this year. Passing a similar ordinance in Danville would give the Police and other City staff tools to prevent potential issues related to unpermitted camping, including street and sidewalk obstructions as well as damage to City property, and dangerous conditions faced by unpermitted campers. The proposed ordinance would also require any police officer enforcing the ordinance to provide information on available shelters and other forms of assistance available to persons in need. This information would be printed on ticket books and could easily be given out to help direct persons in need to safe facilities.

RECOMMENDATION

City staff recommends adopting the attached ordinance prohibiting unpermitted camping on City property.

Attachments

Ordinance

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2022-____.____

AN ORDINANCE TO ADD SECTION 23-9.1 ENTITLED "UNPERMITTED CAMPING ON CITY PROPERTY" TO CHAPTER 23, ENTITLED "OFFENSES - MISCELLANEOUS" OF THE CODE OF THE CITY OF DANVILLE, VIRGINIA.

BE IT ORDAINED by the Council of the City of Danville, that section 23-9.1 entitled "Unpermitted camping on City property" is hereby added to Chapter 23 entitled "Offenses - Miscellaneous" of the Code of the City of Danville, Virginia, 1986, and ordained to read as attached hereto and made a part hereof, as if fully set forth herein.

APPROVED:

Mayor

ATTEST:

City Clerk

Approved as to
Form and Legal Sufficiency:

City Attorney

Sec. 23-9.1. – Unpermitted camping in public.

- (a) Except as otherwise provided by law, it shall be unlawful and a Class 4 misdemeanor for any person to camp on any street, bridge, underpass, sidewalk, alley, right-of-way, park, trail, building or part thereof, or other public property of the City or any public easement of any description without a permit from the City Manager, unless such area is designated for sleeping or camping. Camping in violation of this section is hereby declared to be a public nuisance.
- (b) For purposes of this section *camp* means the use of any City street, bridge, underpass, sidewalk, alley, right-of-way, park, trail, building or part thereof, or other public property or public easement for living accommodation activities such as sleeping or lying down, and making preparations to sleep such as the laying down of any bedding, sleeping bag, or other sleeping matter, for the purpose of sleeping, or storing personal belongings, or making any unpermitted fire, or using any tent or similar camping shelter. The above listed activities shall constitute camping when it reasonably appears, in light of all circumstances, that the person, in conducting these activities, is in fact using the public property as a living accommodation regardless of the intent of the person or the nature of any other activities in which he may also be engaging.
- (c) This section shall not apply to any person who is on a City street, bridge, underpass, sidewalk, alley, right-of-way, park, trail, building or part thereof, or other public property or public easement if the person is suffering from a medical emergency or the physical manifestation of a disability, sitting at a bus stop while waiting for transportation, sleeping inside a motor vehicle, or participating in activities at a demonstration, parade, or special event if such activities do not obstruct the safe passage of motor vehicle or pedestrian traffic or the use of public property for its intended purpose.
- (d) Prior to charging any person under this section for unpermitted camping, such person shall be given a verbal warning to cease such activity and reasonable time to comply with such warning, as well as information on alternative accommodations such as available homeless shelters and campgrounds, the location of any designated sleeping or camping areas, and public and charitable programs that offer housing assistance.