



## DANVILLE CITY COUNCIL REGULAR MEETING AGENDA

### MUNICIPAL BUILDING

June 2, 2020

7:00 P.M.

**PRESIDING:** Alonzo L. Jones, Mayor

**CITY COUNCIL MEMBERS:** James B. Buckner  
L.G. "Larry" Campbell, Jr.  
Dr. Gary P. Miller  
Sherman M. Saunders

Fred O. Shanks, III  
Adam J. Tomer  
J. Lee Vogler, Jr., Vice Mayor  
Madison J. Whittle

**STAFF:** Ken F. Larking, City Manager  
Earl B. Reynolds, Jr., Deputy City Manager

W. Clarke Whitfield, Jr., City Attorney  
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.

*Pursuant to City of Danville Ordinance Number 2020-04.01 (Continuity of Operations Ordinance), the format for the meeting has been modified to decrease the spread of the Coronavirus or COVID-19. The changes are designed to accommodate public input while encouraging the public to continue self-quarantining and practicing social distancing, as recommended by Governor Northam. The public is encouraged to watch the meeting live via River City TV Facebook page, Comcast Channel 10 or Gamewood Channel 122. Because of this State of Emergency and the need for social distancing, the Council is conducting this meeting electronically via Zoom under the authority of the aforementioned Continuity of Operations Ordinance.*

#### Time and Place of Meeting

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. Due to ongoing health concerns related to COVID-19, the City of Danville is modifying the structure of City Council meetings allowing for "virtual" meetings.

#### Communications from Visitors and Public Hearings

Communication from Visitors is an opportunity for citizens to address Council on matters not on the agenda. Though the municipal building is closed to the public, accommodations have been made to still allow public comments by encouraging citizens to provide comments for Communications from Visitors and Public Hearings on agenda items ahead of time. There will be two options for submissions: online at [danvilleva.gov/council](http://danvilleva.gov/council) or by phone using this number: (434) 857-3348. Comments submitted via these

formats will be collected and distributed to all City Council members, and published with the minutes of the June 2, 2020 meeting. Comments will be collected through June 1, 2020 at 5:00 p.m.

## **MEETING CALLED TO ORDER**

## **ROLL CALL**

## **INVOCATION - J. Lee Vogler, Jr.**

## **COMMUNICATIONS FROM VISITORS**

*Citizens who desire to speak on matters not listed on the agenda will be heard at this time. Citizens who desire to speak on agenda items will be heard when the agenda item is considered.*

## **MEETING MINUTES**

- A. Consideration of Approval of Minutes from Regular Council Meeting held on May 7, 2020.  
Council Letter Number CL - 2339.

## **OLD BUSINESS**

- A. Consideration of Amending Danville City Code to Maintain the Real Estate Tax Rate.  
Council Letter Number CL -2333.

An Ordinance Amending and Reordaining Sections 37-27, 37-28 and 37-29 of the Danville City Code thereby Maintaining the Real Estate Tax of Eighty-Four (84) Cents on Every One Hundred Dollars of Assessed Value Effective July 1, 2020.

### **FINAL ADOPTION**

## **NEW BUSINESS**

- A. Consideration of Amending the Fiscal Year 2020 Budget Appropriation Ordinance for Department of Justice Coronavirus Emergency Supplemental Funding.  
Council Letter Number CL - 2331.

An Ordinance Amending the Fiscal Year 2020 Budget Appropriation Ordinance by Increasing Revenue from the United States Department of Justice Coronavirus Emergency Supplemental Funding (CESF) in the Amount of \$110,452 for use in Preventing, Preparing for and Responding to Coronavirus.

### **FIRST READING**

- B. Consideration of Amending the Fiscal Year 2020 Budget Appropriation Ordinance for CARES Act Funds for Mass Transit.  
Council Letter Number CL - 2338.

An Ordinance Amending the Fiscal Year 2020 Budget Appropriation Ordinance by Increasing Revenue from the CARES Act Funds in the Amount of \$2,299,878 to be Used to Cover Operating Expenditures for the Transportation Fund Appropriation

### **FIRST READING**

- C. Consideration of Approving the Budget of the City of Danville, the CSP and the Budget Appropriation Ordinance for Fiscal Year 2021.  
Council Letter Number CL - 2337.
1. Public Hearing
  2. A Resolution Approving the Budgets of the Various Funds of the City of Danville for the Fiscal Year Ending June 30, 2021.  
**FIRST READING**
  3. A Resolution Approving the Fiscal Year 2021 Capital and Special Projects Plan for the City of Danville, Virginia  
**FIRST READING**
  4. Budget Appropriation Ordinance for Fiscal Year 2021  
**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-2339**

**A.**

**City Council Regular Meeting**

**Meeting Date:** 06/02/2020

**Subject:** Consideration of Approval of Meeting Minutes

**From:** Susan M. DeMasi, City Clerk

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### **COUNCIL ACTION**

Business Meeting: 06/02/2020

### **SUMMARY**

Consideration of Approval of Minutes from Regular Council Meeting held on May 7, 2020.

Council Letter Number CL - 2339.

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### **Attachments**

Meeting Minutes

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May 7, 2020

The Regular May meeting of the Danville City Council was held on May 7, 2020, at 7:04 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., Mayor Alonzo L. Jones, Dr. Gary P. Miller, Sherman M. Saunders, Fred O. Shanks, III, Adam J. Tomer, Vice Mayor J. Lee Vogler, Jr., and Madison J.R. Whittle (9). Council Members attended the meeting via Zoom.

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

Mayor Jones noted, *"I want to thank our citizens who are tuning in tonight to watch our City Council meeting. I want to cover the following items before we begin the meeting tonight. Notice for this meeting was posted on April 22, 2020 in compliance with the Virginia Freedom of Information Act. The Agenda was posted on the City's website on April 30, 2020. The agenda for tonight's meeting may be found online at [www.mydanvilleagendas.info](http://www.mydanvilleagendas.info). This meeting is being broadcast live on both River City TV and the City's Facebook page. As you know, declarations of emergency have been declared by the President, Governor, and City Manager. Because of this State of Emergency and the need for social distancing, the Council is conducting this meeting electronically under the authority of the City's Continuity of Operations Ordinance. Public comments and comments for public hearings were solicited prior to the meeting, copies were provided to each Council member before the meeting, and will be included with the meeting minutes. Also, all Council members are attending tonight's meeting electronically via Zoom and I will ask them at any time they wish to make comments to raise their electronic hand to be recognized and to identify themselves when speaking. All votes will be by roll call and recorded in the minutes as usual."*

Mayor Jones noted the community lost another icon, Ms. Mary Farlow, one of the owners of Mary's Diner. Not only was Council praying for Ms. Farlow, but for citizens throughout the community.

### **INVOCATION**

The Invocation was given by Sherman M. Saunders.

### **ANNOUNCEMENTS AND SPECIAL RECOGNITIONS**

City Manager Ken Larking explained Make Danville Shine has been an event in the City of Danville for many years, and it was great that they could continue to do it this year despite all the challenges. Staff initially was worried that the City would not be able to have Make Danville Shine, but found they had the resources to hold it. Mr. Larking noted a lot of citizens were home doing spring cleaning, and reviewed the flyer for Clean Up Fix Up month for Make Danville Shine. Mr. Larking encouraged citizens to participate and thanked the staff of Public Works, Community Development and others throughout the City that worked to put this together. He appreciated the citizens taking the time to clean up and fix up their homes, and help beautify the City.

Mayor Jones noted it was Teacher Appreciation Week this week and to all those teachers, they sincerely appreciate all they do.

Mayor Jones read a Proclamation entitled, *National Hospital Week*, noting the week of May 10-16 was National Hospital Week and recognized the employees and medical staff of SOVAH Health Danville.

May 7, 2020

## **COMMUNICATIONS FROM VISITORS**

All Communications from Visitors are received by telephone or by submission of a form through the City of Danville website. No submissions were received for the May 7, 2020 meeting.

## **MEETING MINUTES**

Upon **Motion** by Council Member Saunders and **second** by Council Member Buckner, Minutes for the Regular Council Meeting held on April 7, 2020, were approved as presented. Draft copies of the minutes had been distributed prior to the meeting.

## **NEW BUSINESS**

### **PUBLIC HEARING - DENYING A SPECIAL USE PERMIT AT 401 SOUTH RIDGE STREET FOR COMMERCIAL RECREATION (INDOOR)**

Mayor Jones opened the floor for a Public Hearing regarding Denying a Special Use Permit at 401 South Ridge Street. Notice of the Public Hearing was published in the *Danville Register & Bee* on April 23, 2020 and April 30, 2020. City Council did not receive any comments through their on line portal or telephone call in line, and the Public Hearing was closed.

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

#### **RESOLUTION NO. 2020-05.01**

DENYING SPECIAL USE PERMIT APPLICATION PLSUP20190000386, FILED BY JUSTIN WILLIAMS & MICHELLE ADKINS, REQUESTING A SPECIAL USE PERMIT FOR COMMERCIAL RECREATION (INDOOR) IN ACCORDANCE WITH ARTICLE 3.K, SECTION C, ITEM 5 OF THE ZONING ORDINANCE OF THE CODE OF CITY OF DANVILLE, VIRGINIA 1986, AS AMENDED, AT 401 SOUTH RIDGE STREET, OTHERWISE KNOWN AS GRID 2713, BLOCK 021, PARCEL 000008 OF THE CITY OF DANVILLE, VIRGINIA ZONING DISTRICT MAP.

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

Council Member Shanks noted the General Assembly has studied these gaming facilities and during the veto session they extended it for one year. Council had asked the Planning Commission to come up with some regulations for this type of use, and assumed that was put off because the General Assembly was studying this, and it looked like they were going to outlaw the machines. Ken Gillie, Director of Community Development noted that was true, and the Planning Commission has not developed guidelines. The Legislation, as passed, was for one year only, it requires them to be an ABC Licensed facility and the City was waiting for guidance from the ABC before they proceed with guidance on the City's end. They do not want to create a definition until the ABC tells them exactly how they are going to handle this situation. Mr. Shanks noted, assuming it was impacted by the ABC regulations, the desire to have a 24 hour facility would be disadvantageous and Mr. Gillie stated it would and also unless it was already a licensed ABC facility that was operating 24 hours, it would not be allowed under the approved legislation.

Council Member Whittle questioned what happened after this year, and Mr. Gillie explained the legislation was good for one year, until July 2021. At that point, the Governor has said he will not approve the extension, so any bill that would come to him to allow it, he would not sign. It was

overwhelmingly denied by both houses, they have only done this to try to plug the COVID funding gap they will have.

Vice Mayor Vogler noted the City needed clarity on this and to make sure they were sending a clear message on what their intentions were to the business owners who were thinking about doing this. Mr. Gillie noted the legislation requires that they be an ABC licensed facility; some of the requests the City had were for these facilities only, not ABC licensed. They already had to have their ABC license by June 30<sup>th</sup>, which they won't be able to obtain at this point. Anyone who has applied to the City and did not already have an ABC license will be told they will not comply under the regulations and shouldn't go forward. Those ABC licensed facilities were waiting for guidance from the ABC board; once staff has that guidance, they will sit down with all the applicants who have applied, hopefully with the help of the ABC agent, and explain the process from there.

Mr. Whittle noted the ones that were grandfathered, were they going to fall under what the Governor was going to do and Mr. Gillie noted the only one the City had that had a permit to operate would have been Kickback Jacks. The ABC will have to establish who and how many can operate; the way the legislation reads was they had to be in operation under an ABC licensed facility by a certain date. The City didn't have a grandfathering issue, this will not allow someone to continue to operate past a certain point because they can't say they were in operation before this. The machines in Kickback Jacks would fall under the same regulations because they are an ABC licensed facility.

Mr. Shanks noted the ABC license was one that involves onsite sales and Mr. Gillie stated it says, ABC retail licensed facility. Mr. Shanks noted it could be an offsite facility and Mr. Gillie explained that was the guidance they were looking for; the legislation says, available for play in ABC retail licenses and truck stops on June 30, 2020. Dr. Miller noted he was very disappointed with the Governor's action and thinks what the legislature did initially was appropriate. Even if they don't want to serve liquor they still have to get an ABC approval to have gaming in their establishments. Mr. Gillie explained they would have had to have been an ABC licensed facility for this to count, and have that ABC license by June 30<sup>th</sup> which facilities are not going to obtain; they either have one by now or they are not going to be able to. From his understanding, the ABC was not issuing new licenses because they cannot go out and do their field inspections and everything else necessary because of social distancing.

Mr. Saunders questioned if he was correct that the motion he made was not an arbitrary decision by the City staff or the Planning Commission; the bottom line was, the City was following State guidelines and needed more clarity from them before they can do anything and Mr. Gillie noted he was correct. They were waiting for guidance, and the cases that were remanded back to the Planning Commission, he would like to have ABC guidance to tell those people which way to go. Council Member Campbell questioned with respect to the ABC license does this involve all people with convenience marts and Mr. Gillie stated it would apply to anyone who has an ABC license. Convenience markets are licensed through the ABC board if they sell beer and other things off premise. Mr. Campbell stated if they have one now would they continue with one or two machines and Mr. Gillie noted that has not been decided by the ABC board yet.

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

|       |                                                                                      |
|-------|--------------------------------------------------------------------------------------|
| VOTE: | 9-0                                                                                  |
| AYE:  | Buckner, Campbell, Jones, Miller, Saunders,<br>Shanks, Tomer, Vogler and Whittle (9) |
| NAY:  | None                                                                                 |

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**PUBLIC HEARING - DENYING A SPECIAL USE PERMIT AT 2980 WEST MAIN STREET FOR COMMERCIAL RECREATION (INDOOR)**

Mayor Jones opened the floor for a Public Hearing regarding Denying a Special Use Permit at 2980 West Main Street. Notice of the Public Hearing was published in the *Danville Register & Bee* on April 23, 2020 and April 30, 2020. City Council did not receive any comments through their on line portal or telephone call in line, and the Public Hearing was closed.

Vice Mayor Vogler **moved** for adoption of a Resolution entitled:

**RESOLUTION NO. 2020-05.02**

DENYING SPECIAL USE PERMIT APPLICATION PLSUP202000004, FILED BY SHAZAD TAHSEEN ON BEHALF OF AANT INC, REQUESTING A SPECIAL USE PERMIT FOR COMMERCIAL RECREATION (INDOOR) IN ACCORDANCE WITH ARTICLE 3.M, SECTION C, ITEM 4 OF THE ZONING ORDINANCE OF THE CODE OF CITY OF DANVILLE, VIRGINIA 1986, AS AMENDED AT 2980 WEST MAIN STREET, OTHERWISE KNOWN AS GRID 0617, BLOCK 007, PARCEL 0000015 OF THE CITY OF DANVILLE, VIRGINIA ZONING DISTRICT MAP.

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

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

**PUBLIC HEARING - GRANTING A SPECIAL USE PERMIT AT 1041 PINEY FOREST ROAD**

Mayor Jones opened the floor for a Public Hearing regarding Granting a Special Use Permit at 1041 Piney Forest Road. Notice of the Public Hearing was published in the *Danville Register & Bee* on April 23, 2020 and April 30, 2020. City Council did not receive any comments through their on line portal or telephone call in line, and the Public Hearing was closed.

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

**ORDINANCE NO. 2020-05.01**

GRANTING A SPECIAL USE PERMIT TO ALLOW A WAIVER OF YARD REQUIREMENTS IN ACCORDANCE WITH ARTICLE 3.M; SECTION C, ITEM 21 OF THE CODE OF THE CITY OF DANVILLE, VIRGINIA, 1986, AS AMENDED, AT 1041 PINEY FOREST ROAD.

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

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

**PUBLIC HEARING – CONSIDERATION OF APPROVAL OF THE FISCAL YEAR 2021  
DANVILLE PUBLIC SCHOOLS BUDGET**

Mayor Jones opened the floor for a Public Hearing regarding Approval of the Fiscal Year 2021 Danville Public Schools Budget. Notice of the Public Hearing was published in the *Danville Register & Bee* on April 27, 2020 and May 4, 2020. City Council did not receive any comments through their on line portal or telephone call in line, and the Public Hearing was closed.

Upon **Motion** by Vice Mayor Vogler and **second** by Council Member Miller, a Resolution entitled:

**RESOLUTION NO. 2020-05.03**

A RESOLUTION APPROVING THE BUDGET OF THE SCHOOL BOARD OF THE CITY OF DANVILLE FOR THE FISCAL YEAR ENDING JUNE 30, 2021.

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

Vice Mayor Vogler questioned if anyone was available from Danville Public Schools to answer questions, and Mr. Whitfield noted the School Board was currently having their meeting. Mr. Vogler noted he had some questions and would like to get information when the opportunity presents itself. Mayor Jones noted he and the City Manager have been in contact with the Chair and the Superintendent and they will get information to Council.

Mr. Shanks noted the School Board passed their budget earlier tonight, will Council have any meetings as he feels very uninformed with a lot of this year's budget, including the School Board. Mayor Jones noted it would be up to Council, if they felt they should, they could do a virtual meeting. Mr. Shanks noted he was not sure that was necessary, but maybe some background as he feels uninformed about their budget. Mayor Jones noted both Council Member Saunders and Miller have been assigned to work with the Education Compact Committee, would that suffice if they asked them to get information back to Council.

Mr. Shanks questioned if anyone knew if they were asking for an increase in City funding. Mr. Larking noted they did request an increase. He has been working with the Superintendent for the past several months, and informed him that the City's budget would accommodate a \$150,000 increase to their budget from the current year, and believes that was what was adopted by the school board this evening. Mayor Jones noted what was asked for in their draft budget, he and the City Manager explained they could not give to them, because they did not want to increase any taxes. The early versions of the budget for the school board did not have up to date information from the state and federal government on the funding they were going to receive; as they got further along in the budget process, their needs were clearer to the City. He was informed the \$150,000 increase will meet their needs for next year. Mr. Shanks asked if that \$150,000 was supposed to cover raises, do they know the intended use of the additional \$150,000 and Mr. Larking stated as originally proposed, it was in place to help cover some raises for staff. Mr. Shanks noted he feels Council owes the citizens of Danville the opportunity to know what that was to be used for and would like to hear back from someone with more information on the budget. Dr. Miller noted he thought the original proposal was several million dollars more and commended the City Manager for getting that down. They had some things in their budget that he thought were perhaps unreachable. They have pared down their initial requests considerably, however, he has not seen what they passed tonight. Council needs to see it before they formally approve

it. Vice Mayor Vogler noted he would like to know what the \$150,000 was for so they can inform the citizens.

Mr. Saunders noted his agreement with Mr. Shanks and Dr. Miller; as a member of that committee, they haven't met in a few weeks, but at the last meeting they talked about the budget and the resolution. He has not seen any information since they had the Compact meeting. He was glad to see this was the First Reading and Council was not taking final action. Mr. Saunders asked before Final Adoption, that Council receive a copy of that budget to see what was being proposed, and to look at the Resolution with regard to what the City and the School Board would like to do to further improve the school system. Mr. Shanks noted in the last three or four years it seems there have been some high paying support personnel added downtown, that was one of his concerns, he would like to know what positions were being added, whether the money was going to step raises or something else. Mr. Campbell noted accountability was very important; there were problems within the school system with accreditation and agreed with all the statements, that Council try to be thorough and make sure they are moving in the right direction.

#### **APPROVING A MORAL OBLIGATION WITH AMERICAN NATIONAL BANK FOR LITEHOUSE FOODS**

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

#### **RESOLUTION NO. 2020-05.04**

APPROVING AND AUTHORIZING THE EXECUTION OF A MORAL OBLIGATION AGREEMENT BY AND BETWEEN THE CITY OF DANVILLE, VIRGINIA AND AMERICAN NATIONAL BANK AND TRUST COMPANY

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

Mr. Shanks noted he wanted to go on record in support of this Moral Obligation and believes it was a very good company. They have a unique product and a good market share; he was comfortable with increasing the ability for the refrigerated storage area and feels it was good investment. Vice Mayor Vogler noted his agreement with Mr. Shanks; Lite House was a fantastic company and the City was very fortunate to have them here in Danville. Their products can be found in grocery stores throughout America; it was a great thing for Danville. Mr. Buckner noted his agreement; this was huge opportunity for the region, for the company to expand and for Danville to be a part of it was an honor.

Mr. Whittle noted he understood it was a great company; it was still the taxpayer backstopping a \$15M loan, those were his concerns. He was hoping that Danville would be able to move away from having to backstop these big loans. Since these companies they were bringing in were so good, they should be able to pay their own way. Mr. Tomer noted his agreement with Mr. Whittle, this was probably the largest Moral Obligation loan that they have done in his ten years on Council. It was a great project, and he does not think American National Bank needs the City to backstop them; they were a big bank with plenty of assets, they should be able to underwrite without putting the taxpayers on the hook. While he supports the project, he does not support the Moral Obligation for the taxpayers; he will be voting against it.

Mr. Vogler asked Mr. Larking to give an explanation why the City was doing this. Mr. Larking explained the company was located in an IDA owned building. In order to do the upgrades to the building, the City had to get the Moral Obligation from City Council. There was a ten year lease

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for this building with Litehouse and they have the option to purchase it after the lease term. Staff feels very confident with the ten year lease on this loan which was amortized over twenty years; by the time they are finished with the ten year lease, a good portion of the cost of the building would be paid for. Should there be any issue, the IDA would own a building that could be easily marketed to other companies. The City has had a lot of success getting companies into buildings in the community because of the good work of the Economic Development office and the support of City Council. Staff feels it was a low risk venture. If the building was owned by the company, then they should get their own loan and they wouldn't need a Moral Obligation from the City. Dr. Miller noted he liked this because it was a nationally known company with a large market; at the end of the day, if things didn't work out, the City would end up owning the building which was very marketable and very valuable in the food processing and storage business. Dr. Miller noted he believed the risk was small.

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

VOTE: 7-2  
AYE: Buckner, Campbell, Jones, Miller, Saunders,  
Shanks, Vogler (7)  
NAY: Tomer, Whittle (2)

**BUDGET AMENDMENT – CONSIDERATION OF AMENDING THE FISCAL YEAR 2020 BUDGET APPROPRIATION ORDINANCE FOR A GRANT FOR THE VICTIM WITNESS PROGRAM**

Upon **Motion** by Council Member Saunders and **second** by Council Member Shanks, an Ordinance entitled:

**ORDINANCE NO. 2020-05.02**

AMENDING THE FISCAL YEAR 2020 BUDGET APPROPRIATION ORDINANCE TO PROVIDE FOR A GRANT FROM THE COMMONWEALTH OF VIRGINIA FOR A VICTIM WITNESS PROGRAM IN THE AMOUNT OF \$177,083 AND APPROPRIATING SAME.

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

**BUDGET AMENDMENT – CONSIDERATION OF AMENDING THE FISCAL YEAR 2020 BUDGET APPROPRIATION ORDINANCE FOR A DOMESTIC VIOLENCE VICTIM PROGRAM GRANT**

Upon **Motion** by Council Member Miller and **second** by Council Member Shanks, an Ordinance entitled:

**ORDINANCE NO. 2020-05.03**

AMENDING THE FISCAL YEAR 2020 BUDGET APPROPRIATION ORDINANCE TO PROVIDE FOR A GRANT FROM THE COMMONWEALTH OF VIRGINIA FOR A DOMESTIC VIOLENCE VICTIM PROGRAM GRANT IN THE AMOUNT OF \$44,635 AND APPROPRIATING SAME.

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

May 7, 2020

**CANCELING THE REGULAR MAY 19, 2020 COUNCIL MEETING OF THE DANVILLE CITY COUNCIL**

Vice Mayor Vogler **moved** for adoption of a Resolution entitled:

**RESOLUTION NO. 2020-05.05**

CANCELING THE REGULAR MEETING OF CITY COUNCIL SCHEDULED FOR TUESDAY, MAY 19, 2020 AND SCHEDULING A SPECIAL MEETING OF CITY COUNCIL ON THURSDAY, MAY 21, 2020.

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

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

**COMMUNICATIONS**

City Manager Ken Larking noted earlier this afternoon, Council probably received an email regarding an Economic Development announcement. The Staunton River Regional Industrial Facility Authority will be having an economic development announcement tomorrow, May 8<sup>th</sup> at 1:00 p.m. in the Town of Hurt. There are three members of City Council who are on SR RIFA, Mr. Saunders, Mr. Shanks and Mr. Vogler. It was great news for the Town of Hurt, for Pittsylvania County, and the region. The region, despite the issues related to the Corona Virus, was still an attractive region to do business and they were seeing a lot of activity of people wanting to be here.

Mr. Larking noted, the City has been working hard to make sure they were as prepared as possible dealing with the current pandemic. They have been proactive with their response serving the employees to make sure their needs are met, so they have the proper equipment to serve the community and essential workers. They have tried to be helpful to the citizenry as they have dealt with challenging times by changing some policies and relaxing items such as the utility bills and cut offs, and that sort of thing. They have been very innovative through the Economic Development department in supporting small businesses, and have done a lot of things as a City to help support the community. A few weeks ago, he had a conversation with Dr. Spillman, the local health director and asked him, at some point in the future, Virginia was going to open up for people to start going back to work, and wanted to know from him what can the City do to best prepare itself so that when it does happen, they do it as safely and as quickly as possible. Earlier this week, he and the Mayor, and several other leaders in the community, met and spoke about the activity being done to be ready. They are working on a plan to share with the community when it was time to open so they do it in the best way possible. Part of the process will involve a marketing campaign to promote what people, businesses, everyone in the community can do to make sure they were able to safely recover from this corona virus issue. He has been impressed to see people wearing masks; it was an important part of how to keep each other safe. When people wear masks, they do it for each other. If citizens can keep the transmission rate of the virus down, then the community will be successful going through this pandemic in as safe a way as possible. Mr. Larking noted he was imploring the community to be as vigilant as they could until there was a vaccine, wear a mask in public, separate themselves by six feet, wash hands frequently or hand sanitize; do all the things that Council has talked about over the last few weeks. People have to keep it up for the next several weeks, and several months probably. Mr. Larking shared the marketing campaign called, *Standing*

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*Together Six Feet Apart*, reviewed the partners involved in this campaign and encouraged citizens to share this information.

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

Vice Mayor Vogler reminded citizens it was Make Danville Shine month and commended City employees and staff for making this happen. The Farmer's Market at the Community Market will be opening up soon, they are putting precautions in place to make sure that was still able to happen. Mr. Vogler reminded citizens that on May 19, 2020 were School Board and City Council elections and encouraged citizens to vote. They can either vote on the 19<sup>th</sup> or prior to that, at the City Registrar's office; it was not too late to get a mail in ballot by calling 799-6560. Mr. Vogler noted tomorrow they will have the Economic Development announcement at 1:00 p.m. and encouraged citizens to tune in and see what that was. Mr. Vogler thanked all the Council Members for what each one does, especially during this time, they have stepped up to be great leaders for the City. Mr. Vogler thanked the Mayor for his steadfast leadership and the City Manager for the work he does to make sure the City operates day in and day out; he has done an amazing job. Mr. Vogler thanked the citizens for stepping up with safety precautions and coming together; these are unprecedented times and he was very proud of the City. Mr. Vogler thanked all the small business owners, those who have been able to stay open during this and those who will be opening back in the weeks ahead, and asked the citizens to support them.

Council Member Whittle thanked all the staff for the work they were doing. Mr. Whittle reminded citizens there was an election coming up, and encouraged them to stay safe, they will all come through this.

Council Member Buckner noted he wanted to thank all the teachers and nurses, and asked citizens to keep them in their thoughts and prayers; the past few weeks have been tough on them.

Council Member Campbell commended the City of Danville, the citizens practicing social distancing in the stores and how they are moving forward. There were citizens that were experiencing difficult times, but things will get better. Mr. Campbell commended the City Manager for the efficiency and concern he has shown for the City. He was sad to hear today, a great musician, Eric Adams has passed away; he was praying for his family during their bereavement. Make Danville Shine was this month and he encouraged citizens to continue to make things look better.

Council Member Miller noted Council passed a Resolution at the last meeting on recommendations for stores and believes he has noticed a difference, they are putting up six foot signs, employees are wearing masks and cleaning the grocery carts between customers. Many stores have implemented some of the suggestions from the Resolution and he appreciates that. Dr. Miller noted the City Manager was doing a great job in preparing the City as things were relaxed, but there were still many cases of COVID 19 in the community. This week started Nurses' Week, and he had the utmost admiration for the nurses taking care of their patients and ICU nurses taking care of COVID patients. Dr. Miller stated if you know a nurse, thank him or her.

Council Member Saunders thanked Mayor Jones for his leadership, and noted the City has first responders out there everyday who do not think twice about going to help those in need. A special thanks to all first responders, police, public service workers, nurses, fire fighters, anybody who goes to the call when the emergency has been expressed. With regard to Mary's Diner, an icon, Ms. Elene Farlow, it was very sad to hear of her passing. Council thanked her and her family for the years she served so many people and appreciated her work; prayers to her and her family. Special thanks to the citizens for their cooperation, the City was going through some very tough times right

May 7, 2020

now, people were looking for direction and thinks the City was doing very well and sought guidance on how it could do things better. Council knows a lot of businesses have been suffering and there may be questions on will some businesses resurface when this was over; he appreciates them for their understanding and asked that citizens pray for them and support them.

Council Member Shanks sent out his best wishes and appreciation to all the teachers, it was National Education Week; their hard work was appreciated in the community. In April, Galileo School was ranked as 193 out of 24,000 high schools in the country, and in Virginia was ranked number 45 by US News and World Report. Congratulations to the faculty and staff and especially the students; Galileo has been one of the top high schools in the country for several years. There was an article in the Star Tribune about this, but has not heard anything from the Register & Bee, the School Board or Superintendent, about this fantastic news. Mr. Shanks noted tomorrow there would be an exciting business announcement in Hurt, and feels there will be some exciting times during the next several months. Danville was a participant in SR RIFA, this was a great opportunity for regional cooperation and it will pay big dividends with the announcement tomorrow. Mr. Shanks thanked the City Manager and all City employees who work their way through this pandemic, adjusting work schedules and locations, doing everything they can for the community.

Mayor Jones thanked the Council Members for being leaders during this pandemic; there was a lot of panic, questions and calls coming to Council and City Hall. These were unprecedented times. They were getting information from the President and the Governor; the City and City staff, City Manager, Council, School Board and Superintendent, everyone was trying to figure out what to do. To the citizens of Danville and the region, who come in and out of the City, who were listening and following the instructions, Council wanted to say thank you. This was serious; the City still had workers out in the field each day, as well as the hospital, the colleges, banks, businesses, schools and others. There were businesses who did not know how they were going to come out of this, people don't talk about the beauty shops and barbershops and other small businesses. On behalf of Council and City Staff, he wanted to say thank you to everyone, together they will get through this. Mayor Jones encouraged citizens to vote on May 19<sup>th</sup> and encouraged citizens to fill out their census forms.

The meeting adjourned at: 8:28 p.m.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

# Council Letter

## City of Danville, Virginia



**CL-2333**

**Old Business A.**

### **City Council Regular Meeting**

**Meeting Date:** 06/02/2020

**Subject:** Real Estate Tax Rate

**From:** Cynthia Thomasson, Budget Director

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### **COUNCIL ACTION**

First Reading: 05/21/2020

Final Adoption: 06/02/2020

### **SUMMARY**

The Real Estate reassessment is currently underway. Current projections anticipate an overall increase of 3.05% in assessed values as compared to the current assessment. The majority of the anticipated increase, or 3.05%, relates to the reassessment of existing property, while approximately 0.5% is attributed to new construction.

### **BACKGROUND**

The Commonwealth of Virginia Code requires that reassessments resulting in an increase in assessment of 1% or greater be advertised as a tax increase. The advertisement of the real estate tax has to be published 30 days in advance. At that time, the City advertised a real estate tax rate of \$0.84 per \$100 as an effective tax rate increase of no more than 3%. Current data anticipates that maintaining the current rate of \$0.84 would represent a 2.5 cent increase from a revenue neutral rate. For example, property assessed at \$100,000 in the current year would be reassessed at \$103,000 and the tax bill would increase from \$840.00 to \$865.20 annually, an increase of \$25.20 annually or \$12.60 per installment. The estimated increase is an overall average and individual properties may increase at a greater or lesser percentage. The increase in the general reassessment together with new construction is anticipated to generate a \$579,000 increase in real estate revenue for the FY 2021 Budget. The Proposed Budget includes an increase of \$180,000 representing an estimated 1.26% increase in assessed values.

### **RECOMMENDATION**

It is recommended that Danville City Council adopt the attached Ordinance maintaining the current real estate tax rate.

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### **Attachments**

Ordinance

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PRESENTED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

ORDINANCE NO. 2020-\_\_\_\_\_.\_\_\_\_\_

AN ORDINANCE AMENDING AND REORDAINING SECTIONS 37-27, 37-28 AND 37-29 OF THE DANVILLE CITY CODE THEREBY MAINTAINING THE REAL ESTATE TAX OF EIGHTY-FOUR (84) CENTS ON EVERY ONE HUNDRED DOLLARS OF ASSESSED VALUE EFFECTIVE JULY 1, 2020.

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Danville, Virginia, that for the purpose of imposing on all taxable real estate, land, and lots with improvements thereon, not exempt from taxation by law, maintaining the current annual tax of Eighty-four (\$0.84) on every One Hundred Dollars (\$100) of assessed value thereon, Section 37-27, entitled "Tax on real estate and improvements thereon generally," Section 37-28, entitled "Tax on real estate of railroads and utility companies," and Section 37-29, entitled "Tax on vehicles without motive power (manufactured homes)", of Article II, entitled "Levy and Rate of Tax on Real Estate, Tangible Personal Property, Etc.," of Chapter 37, entitled "Taxation," of the Code of the City of Danville, Virginia, 1986, as amended, be and the same are hereby, amended and reordained to read as follows:

**Sec. 37-27. Tax on real estate and improvements thereon generally.**

Pursuant to Section 58.1-3000 of the Code of Virginia on all taxable real estate, land and lots, with the improvements thereon, not exempt from taxation by law, maintaining the current annual tax of Eighty-four (\$0.84) on every One Hundred Dollars (\$100) of the assessed value thereof.

**Sec. 37-28. Tax on real estate of railroads and utility companies.**

Pursuant to Chapter 26 of Title 58.1 (Sections 58.1-2600 et seq.) of the Code of Virginia, maintaining the current annual tax of Eighty-four (\$0.84) on every One Hundred

Dollars (\$100) of the real estate of all railroad, telegraph, telephone, power, heat, and light companies.

**Sec. 37-29. Tax on vehicles without motive power (manufactured homes).**

Pursuant to Section 58.1-3506 of the Code of Virginia, on all vehicles without motive power, as mentioned in such Section, maintaining the current tax of Eighty-four (\$0.84) on every One Hundred Dollars (\$100) of the assessed value thereof.

NOW BE IT ORDAINED that all other provisions and Sections of said Article, Chapter and Code be, and the same are hereby, continued in full force and effect unless and until the same are hereafter amended or repealed.

AND BE IT FURTHER ORDAINED that this Ordinance shall be and become effective on and as of July 1, 2020.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CLERK

Approved as to  
Form and Legal Sufficiency:

\_\_\_\_\_  
CITY ATTORNEY

# Council Letter

## City of Danville, Virginia



**CL-2331**

**New Business A.**

**City Council Regular Meeting**

**Meeting Date:** 06/02/2020

**Subject:** United States Department of Justice 2020 Coronavirus Emergency Supplemental Funding (CESF) Program

**From:** Scott Booth, Police Chief

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**COUNCIL ACTION**

First Reading: 06/02/2020

Final Adoption 06/16/2020

**SUMMARY**

The Coronavirus Emergency Supplemental Funding (CESF) Program will provide funding to assist eligible local units of government in preventing, preparing for, and responding to the coronavirus.

Funds awarded under the CESF Program are to be utilized to prevent, prepare for, and respond to the coronavirus. Allowable projects and purchases include, but are not limited to, overtime, equipment (including law enforcement and medical, personal protective equipment), hiring, supplies (such as gloves, masks, sanitizer), training, travel expenses (particularly related to the distribution of resources to the most impacted areas), and addressing the medical needs of inmates in local jails and detention centers.

**RECOMMENDATION**

It is recommended that the Danville City Council adopt the attached Ordinance Amending the Fiscal Year 2020 Budget Appropriation Ordinance by anticipating revenues in the amount of \$110,452 from the United States Department of Justice 2020 Coronavirus Emergency Supplemental Funding (CESF) Program.

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**Attachments**

Ordinance

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PRESENTED:\_\_\_\_\_

ADOPTED:\_\_\_\_\_

ORDINANCE NO. 2020-\_\_\_\_\_.\_\_\_\_\_

AN ORDINANCE AMENDING THE FISCAL YEAR 2020 BUDGET APPROPRIATION ORDINANCE BY INCREASING REVENUE FROM THE UNITED STATES DEPARTMENT OF JUSTICE CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING (CESF) IN THE AMOUNT OF \$110,452 FOR USE IN PREVENTING, PREPARING FOR, AND RESPONDING TO CORONAVIRUS AS FOLLOWS:

WHEREAS, the City of Danville has been awarded the United States Department of Justice CESF grant in the amount of \$110,452; and

WHEREAS, the funding will provide reimbursement to the City for expenditures made by various City Departments including Constitutional offices in preventing, preparing for, and responding to the coronavirus; and

WHEREAS, the grant requires no matching funds.

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Danville, Virginia, that the Fiscal Year 2020 Budget Appropriation Ordinance be, and the same is hereby, amended by increasing revenue to anticipate the receipt of funds in the amount of \$110,452 from the CESF, such revenue and appropriation to be as follows:

**ANTICIPATED REVENUE**

| <u>Description</u>                | <u>Account No.</u> | <u>Amount</u>    |
|-----------------------------------|--------------------|------------------|
| COVID-19<br>Federal Aid-CARES Act | 61566000-48060     | <u>\$110,452</u> |

**ANTICIPATED EXPENDITURES**

| <u>Description</u> | <u>Account No.</u> | <u>Amount</u>    |
|--------------------|--------------------|------------------|
| COVID-19           | 1566999-50         | <u>\$110,452</u> |

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 FURTHER ORDAINED that this appropriation shall be a flexible budget for Federal, State, and other grant funding; and

BE IT FURTHER ORDAINED that all other accounts and provisions of the Fiscal Year 2020 Budget Appropriation Ordinance, as amended, not hereby amended, shall continue in full force and effect unless and until hereafter further amended or repealed.

APPROVED:

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MAYOR

ATTEST:

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CLERK

Approved as to  
Form and Legal Sufficiency:

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CITY ATTORNEY

# Council Letter

## City of Danville, Virginia



**CL-2338**

**New Business B.**

### **City Council Regular Meeting**

**Meeting Date:** 06/02/2020

**Subject:** CARES Act Funds for Mass Transit

**From:** Marc Adelman, Director of Transportation Services

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### **COUNCIL ACTION**

First Reading: 06/02/2020

Final Adoption: 06/16/2020

### **SUMMARY**

City Council is requested to approve an Ordinance to amend the Fiscal Year 2020 Budget Appropriation Ordinance by increasing revenue to cover eligible operating expenses, net fare revenues, for mass transit operating activities through the receipt of CARES Act funds.

### **BACKGROUND**

The Commonwealth of Virginia was apportioned \$51,377,174 in Section 5311 CARES Act funding for rural transit systems in Virginia. On April 21, 2020, the Commonwealth Transportation Board approved the allocation of CARES Act funds to Virginia transit systems and the City of Danville was allocated \$2,299,879. However, thirty-five percent (35%) of the total apportionment amount will be held in reserve by the Commonwealth of Virginia for future awards and a supplemental allocation to the City of Danville is possible.

Funds available under the CARES Act can be used for all eligible operating expenses net fare revenues that occur on or after January 20, 2020. Eligible operating expenses are those costs necessary to operate, maintain and manage a public transportation system less depreciation charges. According to the Virginia Department of Rail and Public Transportation, CARES Act funding should be used to help offset changes in available state and local funding due to the impact of COVID-19.

The reserved funding is being held by the Virginia Department of Rail and Public Transportation for other needs not yet identified. Additional guidance will be provided by the Department as to the use of these funds becomes better defined.

### **RECOMMENDATION**

It is recommended that City Council approve the attached Ordinance Amending the Fiscal Year 2020 Budget Appropriation by increasing revenue from the CARES Act funds for mass transit.

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### **Attachments**

Ordinance

PRESENTED:\_\_\_\_\_

ADOPTED:\_\_\_\_\_

ORDINANCE NO. 2020- \_\_ . \_\_

AN ORDINANCE AMENDING THE FISCAL YEAR 2020 BUDGET APPROPRIATION ORDINANCE BY INCREASING REVENUE FROM THE CARES ACT FUNDS IN THE AMOUNT OF \$2,299,878 TO BE USED TO COVER OPERATING EXPENDITURES FOR THE TRANSPORTATION FUND APPROPRIATION AS FOLLOWS.

WHEREAS, the City of Danville has been awarded a grant from the US CARES Act in the amount of \$2,299,878; and

WHEREAS, the funding will provide reimbursement to the City for all eligible operating expense activities (net fare revenues) for the Transportation Fund relative to expenditures incurred and revenue realized beginning January 2020 until expended; and

WHEREAS, the grant requires no matching funds.

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Danville, Virginia, that the Fiscal Year 2020 Budget Appropriation Ordinance be, and the same is hereby amended, by increasing revenue to anticipate the receipt of funds in the amount of \$2,299,878 from the CARES Act, such revenue and appropriation to be as follows:

**ANTICIPATED REVENUE**

| <u>Description</u>               | <u>Account No.</u> | <u>Amount</u>      |
|----------------------------------|--------------------|--------------------|
| Transportation Fund<br>CARES Act | 5600000-48060      | <u>\$2,299,878</u> |

**ANTICIPATED EXPENDITURES**

| <u>Description</u>                 | <u>Account No.</u> | <u>Amount</u>      |
|------------------------------------|--------------------|--------------------|
| Transportation Fund Administration | 5600000-6997       | <u>\$2,299,878</u> |

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 FURTHER ORDAINED, that this appropriation shall be a flexible budget for Federal CARES Act funding; and

BE IT FINALLY ORDAINED, that all other accounts and provisions of the Fiscal Year 2020 Budget Appropriation Ordinance, as amended, not hereby amended, shall continue in full force and effect unless and until hereafter further amended or repealed.

APPROVED:

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MAYOR

ATTEST:

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CLERK

Approved as to  
Form and Legal Sufficiency:

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CITY ATTORNEY

# Council Letter

## City of Danville, Virginia



**CL-2337**

**New Business C.**

### **City Council Regular Meeting**

**Meeting Date:** 06/02/2020

**Subject:** City of Danville, Budget, CSP and Budget Appropriation Ordinance

**From:** Cynthia Thomasson, Budget Director

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### **COUNCIL ACTION**

First Reading: 06/02/2020

Final Adoption 06/16/2020

### **SUMMARY**

The Public Hearing for the Budget of the City of Danville and Capital and Special Projects Plan (CSP) is scheduled to be held on June 2, 2020.

### **BACKGROUND**

The City Manager presented the Fiscal Year 2021 Proposed Budget in early April 2020. A Public Hearing was held on May 21, 2020 to maintain the current Real Estate Tax Rate of \$0.84 per \$100 of assessed value.

The schedule of authorized full-time positions and full-time equivalent part-time positions is included.

### **RECOMMENDATION**

It is recommended that City Council adopt the attached Resolutions approving the City and CSP Budgets, and the Budget Appropriation Ordinance to appropriate the budget to the various funds for Fiscal Year 2021.

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### **Attachments**

Resolution

Resolution

Ordinance

Authorized Positions

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PRESENTED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

RESOLUTION NO. 2020-\_\_\_\_.\_\_\_\_

A RESOLUTION APPROVING THE BUDGETS OF THE VARIOUS FUNDS OF THE CITY OF DANVILLE FOR THE FISCAL YEAR ENDING JUNE 30, 2021.

WHEREAS, the Budget of and for the City of Danville for Fiscal year 2021 has been prepared and introduced by the City Manager and received and considered by the Council, including the Budgets for the following funds:

| <b>FUND NAME<br/>(FROM)</b> | <b>PROPOSED<br/>EXPENDITURE</b> | <b>CONTRIBUTION/<br/>TRANSFER TO<br/><br/>GENERAL FUND</b> |
|-----------------------------|---------------------------------|------------------------------------------------------------|
| General Fund                | \$115,651,690                   |                                                            |
| VDOT Special Revenue Fund   | 11,369,690                      |                                                            |
| Wastewater                  | 12,269,920                      | 706,860                                                    |
| Water                       | 12,591,510                      | \$ 950,300                                                 |
| Gas                         | 22,461,430                      | 3,186,330                                                  |
| Power & Light               | 128,334,150                     | 10,429,610                                                 |
| Telecommunications          | 1,265,730                       | 81,000                                                     |
| Transportation              | 4,709,770                       | -0-                                                        |
| Central Services            | 352,540                         | -0-                                                        |
| Motorized Equipment         | 4,455,710                       | -0-                                                        |
| Insurance Fund              | 3,491,950                       | -0-                                                        |
| Sanitation Fund             | 3,977,730                       | -0-                                                        |
| Cemetery Fund               | 1,022,980                       | 0                                                          |

AND WHEREAS, a brief synopsis of said Budget has been duly published and a public hearing with respect thereto has been conducted by the Council, after due

public notice thereof, and upon consideration of which it is now necessary and desirable to approve the same as prescribed by law.

NOW THEREFORE, BE IT RESOLVED, by the Council of the City of Danville, Virginia, that the attached Budgets for the City of Danville for the Fiscal Year Ending June 30, 2021 representing the General Fund, VDOT Special Revenue, Water, Wastewater, Gas, Power & Light, Telecommunications, Transportation, Central Services, Motorized Equipment, Insurance, Sanitation, and Cemetery Funds, be, and the same are hereby, approved for informative and fiscal planning purposes pursuant to the City Charter and Sections 15.2-2503 through 15.2-2506 of the Code of Virginia, 1950, as amended.

APPROVED:

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MAYOR

ATTEST:

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CLERK

Approved as to  
Form and Legal Sufficiency:

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CITY ATTORNEY

PRESENTED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

RESOLUTION NO. 2020-\_\_\_\_.\_\_\_\_

A RESOLUTION APPROVING THE FISCAL YEAR 2021 CAPITAL AND SPECIAL PROJECTS PLAN FOR THE CITY OF DANVILLE, VIRGINIA.

WHEREAS, the City Manager of the City of Danville has proposed and the City Council has reviewed a plan prioritizing, scheduling and funding capital and special projects; and

WHEREAS, this plan has been updated to assist with the City in the planning, acquisition, construction, and improvement of various public facilities that promote the development of the City; and

WHEREAS, the plan provides an expedient process for the City of Danville to acquire, construct, extend, renovate, and improve its utility systems in an orderly and coordinated fashion to promote the public welfare of the City and to comply with Federal and State environmental protection regulations; and

WHEREAS, projects proposed to be funded with proceeds from bonds are contingent upon City Council's approval of the issuance of such bonds; and

WHEREAS, such approval shall be by resolution and appropriation by ordinance; and

WHEREAS, it should be recognized that the plan beyond Fiscal Year 2021 is for planning purposes and does not obligate or commit the City to projects included in the plan beyond Fiscal Year 2021.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Danville, Virginia that the Fiscal Year 2021 Capital and Special Projects Plan referred to above and incorporated herein and made a part hereof by reference be, and the same is hereby approved.

APPROVED:

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MAYOR

ATTEST:

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CLERK

Approved as to  
Form and Legal Sufficiency:

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CITY ATTORNEY

PRESENTED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

ORDINANCE NO. 2020\_\_\_\_.\_\_\_\_

**BUDGET APPROPRIATION ORDINANCE  
FOR FISCAL YEAR 2021**

WHEREAS, the Budget of and for the City of Danville for Fiscal Year 2021 has been prepared by the City Manager and, after collaboration with the Council, completed and introduced and a brief synopsis thereof was duly published once in the newspaper having general circulation within the City and due notice given of a public hearing which was held on June 2, 2020 at 7:00 P.M., in the Council Chambers, at which any citizen of the City had a right and opportunity to attend and to state his views with regard to such Budget, and such public hearing having been held as advertised, all pursuant to the requirements and provisions of Sections 8-6 and 8-7 of the Charter of the City of Danville, Virginia, 1986, as amended, and of Chapter 25 of Title 15.2 of the Code of Virginia, 1950, as amended; and

WHEREAS, the Council, after having duly considered all views and opinions expressed at such public hearing, approved such budget and does now desire to appropriate funds necessary and available to finance the Budget for the operations of the City for Fiscal Year 2021.

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Danville, Virginia, that:

1. The Estimated Revenues and Revenue Contributions and the appropriation of funds to finance the Budgets of and for the City of Danville, Virginia, for the period beginning July 1, 2020 and ending June 30, 2021, be, and the same hereby are, as follows:

## I. GENERAL FUND

|                           |                    |
|---------------------------|--------------------|
| Estimated Revenue FY 2021 | \$115,651,300      |
| Appropriations            | <u>115,651,300</u> |
| Unappropriated            | <u>\$ -0-</u>      |

## II. VDOT STREET MAINTENANCE FUND

|                           |                   |
|---------------------------|-------------------|
| Estimated Revenue FY 2021 | \$ 11,369,690     |
| Appropriations            | <u>11,369,690</u> |
| Unappropriated            | <u>\$ -0-</u>     |

## II. UTILITY FUNDS

|                                                    | Wastewater                   | Water                   | Gas                       | Electric              | Telecommunications      |
|----------------------------------------------------|------------------------------|-------------------------|---------------------------|-----------------------|-------------------------|
| Operating Revenues                                 | \$ 9,322,740                 | 11,292,890              | 22,857,550                | 130,044,100           | 655,770                 |
| Expenditures                                       | <u>12,269,920</u>            | <u>12,591,510</u>       | <u>22,461,430</u>         | <u>128,334,150</u>    | <u>1,265,730</u>        |
| Excess of Revenues<br>Over (Under)<br>Expenditures | (2,947,180)                  | (1,298,620)             | 396,120                   | 1,709,950             | (609,960)               |
| Add:                                               |                              |                         |                           |                       |                         |
| Depreciation                                       | 2,145,750                    | 1,752,540               | 1,542,230                 | 8,871,610             | 482,230                 |
| Contribution/Transfer<br>(To)/From General Fund    | <u>(705,760)</u>             | <u>(950,300)</u>        | <u>(3,186,330)</u>        | <u>(10,429,610)</u>   | <u>(81,000)</u>         |
| <b>Increase (Decrease)<br/>In Fund Balance</b>     | <b><u>\$ (1,507,190)</u></b> | <b><u>(496,380)</u></b> | <b><u>(1,247,980)</u></b> | <b><u>151,950</u></b> | <b><u>(208,730)</u></b> |

## III. OTHER FUNDS

| SUMMARY                                            | Transportation             | Central<br>Services    | Motorized<br>Equipment | Insurance            | Sanitation              | Cemetery               |
|----------------------------------------------------|----------------------------|------------------------|------------------------|----------------------|-------------------------|------------------------|
| Operating Revenues                                 | \$3,545,600                | 257,400                | 3,551,780              | 3,530,350            | 3,779,350               | 983,420                |
| Expenditures                                       | <u>4,709,770</u>           | <u>352,540</u>         | <u>4,455,710</u>       | <u>3,491,950</u>     | <u>3,977,730</u>        | <u>1,022,980</u>       |
| Excess of Revenues<br>Over (Under)<br>Expenditures | (1,164,170)                | (95,174)               | (903,930)              | 38,400               | (198,380)               | (39,560)               |
| Add (Deduct):                                      |                            |                        |                        |                      |                         |                        |
| Depreciation                                       | <u>797,220</u>             | <u>21,810</u>          | <u>832,420</u>         | <u>-0-</u>           | <u>82,330</u>           | <u>-0-</u>             |
| Contribution/Transfer<br>(To) From General<br>Fund | \$ -0-                     | -0-                    | -0-                    | -0-                  | -0-                     | -0-                    |
| <b>Increase (Decrease)<br/>In Fund Balance</b>     | <b><u>\$ (366,950)</u></b> | <b><u>(73,330)</u></b> | <b><u>(71,510)</u></b> | <b><u>38,400</u></b> | <b><u>(116,050)</u></b> | <b><u>(39,560)</u></b> |

2. Flexible budgets are hereby authorized whereby appropriations may be increased to the extent that actual revenues exceed the original revenue budget amount.

This provision shall apply to the following:

| <u>Appropriation</u>                                                            | <u>Revenue</u>                                                   |
|---------------------------------------------------------------------------------|------------------------------------------------------------------|
| Purchased Power                                                                 | Electric Revenues                                                |
| Natural Gas Purchases                                                           | Natural Gas Revenues                                             |
| Cast Iron Main Replacement                                                      | Gas Refunds                                                      |
| Electric Capital Reserve                                                        | Electric Refunds                                                 |
| DMV Fees                                                                        | DMV Fees-P/Taxes                                                 |
| Landscape Projects                                                              | Donations - Grant Fund                                           |
| Capital Expenditures                                                            | Utility Grants-in-Aid                                            |
| from Grants-in-Aid                                                              | of Construction                                                  |
| P/W Street Maintenance                                                          | VDOT Street & Hwy Maint.                                         |
| Social Services                                                                 | State Categorical Aid-<br>Dept of Social Svcs.                   |
| Mass Transit Fund                                                               | State & Federal Categorical<br>Aid – Transportation              |
| Police/Fire/PRT Departments<br>Extra Pay                                        | Recoveries – Extra Pay                                           |
| Police Department                                                               | Forfeited Funds-<br>State & Federal                              |
| Police Department<br>Investigation Expense                                      | Interest Earned-Unexpended<br>Federal & State<br>Forfeited Funds |
| Commonwealth Attorney<br>Prosecution Expense-State<br>Prosecution Expense-State | Forfeited Funds<br>Interest earned on<br>Forfeited Funds         |
| HAZMAT Reimbursable<br>Expenditures                                             | Emergency Services Funds                                         |
| Older Americans Title IIIB                                                      | Program Income                                                   |
| Older Americans Title IIID                                                      | Program Income                                                   |
| Econ Development Projects                                                       | Proceeds from Sale of<br>Buildings or Property                   |

|                             |                                              |
|-----------------------------|----------------------------------------------|
| Human Resources             | Wellness Program Expenditures                |
| Wellness Recovery Funds     |                                              |
| Grants Funds                | State/Federal Funding<br>& Private Donations |
| Clerk of Circuit Court      | VA Supreme Court-                            |
| Index/Records               | Technology Trust Fund                        |
| Community Development Fund  |                                              |
| CDBG-Rehab-Private Property | Program Income                               |
| HOME-Rehab-Private Property | Program Income                               |
| All Funds                   |                                              |
| Repairs/Replacement-        |                                              |
| From Insurance/Accident     | Recoveries – Accident                        |
| Claims                      | Claims                                       |

3. For the operation of the several city departments, as set forth in the "Intra-governmental Service Fund" Budgets, the Council hereby authorizes transfers from the General Fund for cash deficits resulting from internal charges and credits for the Year Ended June 30, 2020.

4. The accounting for funds designated within the General Fund or Special Revenue Fund as unanticipated grants/donations not exceeding \$20,000 and requiring no local funding are authorized for expenditure/assignment within the General Fund or Special Grants Fund. Unanticipated grants/donations in excess of \$20,000 to be submitted as an additional appropriation ordinance for City Council approval and adoption.

5. Transfers of funds from the General Fund to the accounts in the "Special Grants Fund" of the City for the purpose of making temporary advances to the Special Grants Fund pending receipt of reimbursements of such grant funds and for the purpose of adjusting any cash deficits in such Special Grants Funds for the Fiscal Year Ending June 30, 2020, be, and the same are hereby, authorized.

6. Any deficit resulting from the operations of the Cemetery Enterprise Fund shall be financed by a transfer from the General Fund.

7. Authorization to transfer up to ½ the increase in Unassigned Fund Balance to the Budget Stabilization Fund at June 30, 2020 up to the maximum balance as prescribed by City Council's Financial Policy.

8. Authorization to transfer unexpended funds for the Line of Duty Act (LODA), General Liability Insurance, and Worker's Compensation to the Insurance Fund to be held in reserve for future expenses unless such transfer reduces unassigned Fund Balance/Retained Earnings in respective funds.

9. The Fiscal Year 2021 Personnel Budget setting forth the Personal Services Detail showing approved as to the total number of authorized full-time and full-time equivalent part-time positions is attached. The City Manager be, and he is hereby, authorized to allocate positions within similar occupational groupings as he may deem necessary and appropriate for the operation of the City, provided that the total number of positions and the total expenditures therefore do not exceed the authorized numbers and amounts set forth in the Budget.

10. The Director of Finance be, and he is hereby, authorized and directed to record the budget appropriations made hereby and the expenditures thereof in such manner and in such detail as may be appropriate for management and financial reporting purposes.

11. A sum of sufficient amount be, and the same is hereby, appropriated for the purchase of inventories of materials and supplies, and/or equipment and vehicle parts to maintain adequate operating inventories for City departments, provided cash funds are available for payment of said purchases.

12. The funds appropriated in Fiscal Year 2020 and in prior years for the City or School System which were encumbered by purchase order or contract as of June 30, 2020, be, and the same are hereby, reappropriated for the purpose of liquidating said outstanding encumbrances.

13. Appropriations for the following are deemed to be on a continuing basis and will continue in effect until the purposes have been achieved or said funds expended whichever comes first:

Police Department - Investigation Expense

Commonwealth Attorney-Prosecution Expense-State Funds

Appropriations for Grants Funds - Federal, State, Local Share

Law Library

Unexpended Tuition Reimbursement Funds – To the extent funding has been committed and approved prior to June 30

Capital Improvement Projects (unless transferred or cancelled by the City Manager and/or City Council)

Sheriff's Office – Jail R& B Fee

Parks, Recreation & Tourism – Scholarship Funds & Revolving Accounts

Recoveries/Appropriations - Accident/Insurance Claims

CARES Act Funds

14. Appropriations designated as transfers to Capital Improvements, other than projects funded by grant or the issuance of bonds, are hereby authorized as appropriations in the receiving fund in accordance with the Capital Improvements Plan approved by City Council.

15. At the discretion of the City Manager or the Budget Director in collaboration with the Director of Finance, all expenditures in excess of amount budgeted for Group Health Insurance shall be financed by a transfer from the Insurance Fund.

16. Authorization for appropriation of Law Library Revenues reserved from prior fiscal years in Advance Collections.

17. Authorization to carry forward unexpended appropriation for Regional Industrial Facilities Authority Debt Service including interest earned and to designate as reserved funding to be used for the purpose for which it was appropriated.

18. Authorization to carry forward unencumbered appropriation for Support of Public Schools as of June 30, 2020 in the amount not to exceed two million dollars (\$2,000,000).

19. Authorization for appropriation in the Capital Projects Fund of Support of and Debt Service requirements for the Regional Industrial Facilities Authority as provided in the General Fund Budget.

20. Subject to the provisions herein, departments are authorized to transfer budget between line items within the department within the same fund with the following limitations:

- No transfers allowed to or from salary/benefit line items to operating line items unless approved by City Manager, Deputy City Manager, or Budget Director.
- No transfers allowed from fixed line items (General Liability Insurance, Worker's Compensation, Depreciation, Debt Service Principal/Interest, Motorpool Rental) to operating or salary/benefit line items unless approved by City Manager, Deputy City Manager, or Budget Director.
- All transfers must be approved by Department Director or designee.

21. The City Manager or designee is authorized to transfer budget from contingency within same fund.

22. City Manager, Deputy City Manager, or Budget Director authorized to transfer funds between departments within same fund at year-end to cover over-expenditures and during the fiscal year for special one-time purposes.

23. Budget Adjustments are hereby authorized for Bond Refundings as approved by City Council.

24. Transfers of funds from the General Fund to the Economic Development Fund are available for transfer to the Industrial Development Authority for payments of economic development projects.

25. This Ordinance shall become and be effective on and as of July 1, 2020.

AND BE IF FINALLY ORDAINED that a transfer from the Budget Stabilization Fund up to \$3,000,000 is hereby authorized to cover various revenue shortfalls per the guidelines of the Budget Stabilization Fund Policy.

APPROVED:

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MAYOR

ATTEST:

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CLERK

Approved as to  
Form and Legal Sufficiency:

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CITY ATTORNEY

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                                     |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|-----------------------------------------------------|--|--|--|
| FY 2021 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                                     |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                                     |  |  |  |
| Fiscal Year 2020                                                  |                |        | Fiscal Year 2021    |                |        |                                                     |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals | POSITION TITLE                                      |  |  |  |
|                                                                   |                |        |                     |                |        | <b>City Manager's Office (01100)</b>                |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | City Manager                                        |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Deputy City Manager                                 |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Assistant to the City Manager                       |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Clerk of Council                                    |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Multi-media Design Manager                          |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Public Information Officer (Funded by Utilities)    |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Youth & Gang Violence Coordinator (Funded by Grant) |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Director of Budget                                  |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Executive Assistant                                 |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Executive Secretary                                 |  |  |  |
| 10                                                                | -              | 10.0   | 10                  | -              | 10.0   | <b>TOTAL CITY MANAGER'S OFFICE</b>                  |  |  |  |
|                                                                   |                |        |                     |                |        | <b>City Attorney's Office (01105)</b>               |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | City Attorney                                       |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Assistant City Attorney I *                         |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Assistant City Attorney II                          |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Legal Assistant                                     |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Legal Secretary                                     |  |  |  |
| 5                                                                 | -              | 5.0    | 5                   | -              | 5.0    | <b>TOTAL CITY ATTORNEY'S OFFICE</b>                 |  |  |  |
|                                                                   |                |        |                     |                |        | Assistant City Attorney I funded by Blight          |  |  |  |
|                                                                   |                |        |                     |                |        | <b>COMMUNITY DEVELOPMENT DEPARTMENT</b>             |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Community Development Fund (12110)</b>           |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Community Redevelopment Specialist                  |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Cost Estimator/Inspector                            |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Housing & Development Planning Specialist           |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Senior Account Clerk                                |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Secretary                                           |  |  |  |
| 6                                                                 |                | 6.0    | 6                   |                | 6.0    | <b>Sub-Total</b>                                    |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Director of Community Development (01700)</b>    |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Director of Community Development                   |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Accountant II                                       |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Senior Secretary                                    |  |  |  |
| 3                                                                 | -              | 3.0    | 3                   | -              | 3.0    | <b>Sub-Total</b>                                    |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Inspections Office (01710)</b>                   |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Division Director of Inspections                    |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Inspections Supervisor                              |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Plumbing/Cross Connection Inspector                 |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Mechanical Inspector                                |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Electrical Inspector                                |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Building Inspector                                  |  |  |  |
| 4                                                                 |                | 4.0    | 4                   |                | 4.0    | Property Maintenance Inspector                      |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Property Maintenance Code Coordinator               |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Permit Technician                                   |  |  |  |
| 13                                                                | -              | 13.0   | 13                  | -              | 13.0   | <b>Sub-Total</b>                                    |  |  |  |
|                                                                   |                |        |                     |                |        | <b>*Planning Office (01715)</b>                     |  |  |  |
| -                                                                 |                | -      | -                   |                | -      | Division Director of Planning                       |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Combination of:                                     |  |  |  |
|                                                                   |                |        |                     |                |        | Senior Planner                                      |  |  |  |
|                                                                   |                |        |                     |                |        | Associate Planner                                   |  |  |  |
|                                                                   |                |        |                     |                |        | Planning Technician                                 |  |  |  |
| 2                                                                 | -              | 2.0    | 2                   | -              | 2.0    | <b>Sub-Total</b>                                    |  |  |  |
| 24                                                                | -              | 24     | 24                  | -              | 24     | <b>TOTAL COMMUNITY DEVELOPMENT DEPARTMENT</b>       |  |  |  |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                                   |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|---------------------------------------------------|--|--|--|
| FY 2021 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                                   |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                                   |  |  |  |
| Fiscal Year 2020                                                  |                |        | Fiscal Year 2021    |                |        | POSITION TITLE                                    |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals |                                                   |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Social Services Department (01520)</b>         |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Director of Social Services                       |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Family Services Manager                           |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Eligibility Services Manager                      |  |  |  |
| 3                                                                 |                | 3.0    | 3                   |                | 3.0    | Family Services Supervisor                        |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Accountant II                                     |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Employment Service Supervisor                     |  |  |  |
| 3                                                                 |                | 3.0    | 3                   |                | 3.0    | Eligibility Supervisor                            |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Senior Family Services Specialist                 |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Comprehensive Services Coordinator (Grant Funded) |  |  |  |
| 5                                                                 |                | 5.0    | 5                   |                | 5.0    | Child Protective Service Worker                   |  |  |  |
| 15                                                                |                | 15.0   | 15                  |                | 15.0   | Family Services Specialist                        |  |  |  |
| 4                                                                 |                | 4.0    | 4                   |                | 4.0    | Senior Eligibility Worker                         |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Fraud Investigator                                |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Administrative Assistant ( One Grant Funded)      |  |  |  |
| 7                                                                 |                | 7.0    | 7                   |                | 7.0    | Employment Services Worker                        |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Sr Employment Services Worker                     |  |  |  |
| 1                                                                 |                | 1.0    | -                   |                | -      | SNAPET Coordinator                                |  |  |  |
| 32                                                                | 1.8            | 33.8   | 32                  | 1.8            | 33.8   | Eligibility Worker                                |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Senior Secretary                                  |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Senior Account Clerk                              |  |  |  |
| 4                                                                 |                | 4.0    | 4                   |                | 4.0    | Senior Administrative Specialist                  |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Social Service Aide                               |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Employment Service Aide                           |  |  |  |
| 8                                                                 | 0.6            | 8.6    | 8                   | 0.6            | 8.6    | Administrative Specialist                         |  |  |  |
| 98                                                                | 2.4            | 100.4  | 97                  | 2.4            | 99.4   | <b>Sub-Total</b>                                  |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Economic Development Department (01180)</b>    |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Director of Economic Development                  |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Assistant Director of Economic Development        |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Economic Development Project Manager              |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Marketing & Research Manager                      |  |  |  |
|                                                                   |                |        | 1                   |                | 1.0    | Economic Development Specialist                   |  |  |  |
| 1                                                                 |                | 1.0    | -                   |                | -      | Special Project Manager                           |  |  |  |
| 5                                                                 | -              | 5.0    | 5                   | -              | 5.0    | <b>TOTAL ECONOMIC DEVELOPMENT DEPARTMENT</b>      |  |  |  |
|                                                                   |                |        |                     |                |        | <b>FINANCE DEPARTMENT</b>                         |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Customer Accounts</b>                          |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Division Director of Customer Accounts            |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Collections Supervisor                            |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Delinquent Collections Coordinator                |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Senior Collections Clerk                          |  |  |  |
| 12                                                                |                | 12.0   | 12                  |                | 12.0   | Combination of:                                   |  |  |  |
|                                                                   |                |        |                     |                |        | Customer Service Representative                   |  |  |  |
|                                                                   |                |        |                     |                |        | Customer Account Representative                   |  |  |  |
| 5                                                                 |                | 5.0    | 5                   |                | 5.0    | Cashier                                           |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Division Director of Customer Service             |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Sr Customer Service/Training Representative       |  |  |  |
| 6                                                                 |                | 6.0    | 6                   |                | 6.0    | Combination of:                                   |  |  |  |
|                                                                   |                |        |                     |                |        | Senior Utility Billing Clerk                      |  |  |  |
|                                                                   |                |        |                     |                |        | Utility Special Billing Clerk                     |  |  |  |
|                                                                   |                |        |                     |                |        | Utility Billing Clerk                             |  |  |  |
| 30                                                                | -              | 30     | 30                  | -              | 30     |                                                   |  |  |  |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                             |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|---------------------------------------------|--|--|--|
| FY 2021 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                             |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                             |  |  |  |
| Fiscal Year 2020                                                  |                |        | Fiscal Year 2021    |                |        |                                             |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals | POSITION TITLE                              |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Central Services Fund (42110)</b>        |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Print Shop Technician                       |  |  |  |
| 3                                                                 |                | 3.0    | 3                   |                | 3.0    | Combination of:                             |  |  |  |
|                                                                   |                |        |                     |                |        | Senior Printer                              |  |  |  |
|                                                                   |                |        |                     |                |        | Printer                                     |  |  |  |
| 4                                                                 | -              | 4.0    | 4                   | -              | 4.0    | <b>Sub-Total</b>                            |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Director of Finance (01200)</b>          |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Director of Finance                         |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Senior Secretary                            |  |  |  |
| 2                                                                 | -              | 2.0    | 2                   | -              | 2.0    | <b>Sub-Total</b>                            |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Accounting (01205)</b>                   |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Assistant Director of Finance               |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Business Systems Accountant                 |  |  |  |
| 3                                                                 |                | 3.0    | 2                   |                | 2.0    | Accountant II                               |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Accountant III                              |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Payroll Technician                          |  |  |  |
|                                                                   |                |        | 4                   |                | 4.0    | Combination of:                             |  |  |  |
|                                                                   |                |        |                     |                |        | Account Clerk                               |  |  |  |
| 1                                                                 |                | 1.0    |                     |                |        | Senior Account Clerk                        |  |  |  |
| 2                                                                 |                | 2.0    |                     |                |        | Accountant I                                |  |  |  |
| 10                                                                | -              | 10.0   | 10                  | -              | 10.0   | <b>Sub-Total</b>                            |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Internal Auditor (01208)</b>             |  |  |  |
| 1                                                                 | -              | 1.0    | 1                   | -              | 1.0    | <b>Senior Internal Auditor</b>              |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Purchasing (01215)</b>                   |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Division Director of Purchasing             |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Buyer                                       |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Combination of:                             |  |  |  |
|                                                                   |                |        |                     |                |        | Senior Purchasing Clerk                     |  |  |  |
|                                                                   |                |        |                     |                |        | Purchasing Clerk                            |  |  |  |
| 4                                                                 | -              | 4.0    | 4                   | -              | 4.0    | <b>Sub-Total</b>                            |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Real Estate (01220)</b>                  |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Division Director of Real Estate Assessment |  |  |  |
| 3                                                                 |                | 3.0    | 3                   |                | 3.0    | Combination of:                             |  |  |  |
|                                                                   |                |        |                     |                |        | Real Estate Appraiser III                   |  |  |  |
|                                                                   |                |        |                     |                |        | Real Estate Appraiser II                    |  |  |  |
|                                                                   |                |        |                     |                |        | Real Estate Appraiser I                     |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Combination of:                             |  |  |  |
|                                                                   |                |        |                     |                |        | Senior Real Estate Assessment Clerk         |  |  |  |
|                                                                   |                |        |                     |                |        | Real Estate Assessment Clerk                |  |  |  |
| 5                                                                 | -              | 5.0    | 5                   | -              | 5.0    | <b>Sub-Total</b>                            |  |  |  |
| 56                                                                | -              | 56     | 56                  | -              | 56     | <b>TOTAL FINANCE DEPARTMENT</b>             |  |  |  |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                         |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|-----------------------------------------|--|--|--|
| FY 2021 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                         |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                         |  |  |  |
| Fiscal Year 2020                                                  |                |        | Fiscal Year 2021    |                |        |                                         |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals | POSITION TITLE                          |  |  |  |
|                                                                   |                |        |                     |                |        | <b>FIRE DEPARTMENT</b>                  |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Emergency Communications (01330)</b> |  |  |  |
|                                                                   | 0.5            | 0.5    |                     | 0.5            | 0.5    | CERT Coordinator                        |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Emergency Communications Manager        |  |  |  |
| 4                                                                 |                | 4.0    | 4                   |                | 4.0    | Emergency Telecommunications Supervisor |  |  |  |
| 16                                                                |                | 16.0   | 16                  |                | 16.0   | Emergency Telecommunicator              |  |  |  |
| 21                                                                | 0.5            | 21.5   | 21                  | 0.5            | 21.5   | <b>Sub-Total</b>                        |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Fire (01320)</b>                     |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Fire Chief                              |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Assistant Fire Chief                    |  |  |  |
| 4                                                                 |                | 4.0    | 4                   |                | 4.0    | Fire Battalion Chief                    |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Fire Marshal                            |  |  |  |
| 21                                                                |                | 21.0   | 21                  |                | 21.0   | Fire Captain                            |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Assistant Fire Marshal                  |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Fire Code Inspector                     |  |  |  |
| 6                                                                 |                | 6.0    | 6                   |                | 6.0    | Fire Lt./Asst. Training Officer         |  |  |  |
| 24                                                                |                | 24.0   | 24                  |                | 24.0   | Fire Fighter/Engineer                   |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Fire Support Analyst                    |  |  |  |
| 60                                                                |                | 60.0   | 60                  | 7.2            | 67.2   | Fire Fighter                            |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Administrative Assistant                |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Senior Secretary                        |  |  |  |
| 124                                                               | -              | 124.0  | 124                 | 7.2            | 131.2  | <b>Sub-Total</b>                        |  |  |  |
| 145                                                               | 0.5            | 145.5  | 145                 | 7.7            | 152.7  | <b>TOTAL FIRE DEPARTMENT</b>            |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Circuit Court (01155)</b>            |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Law Clerk                               |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Judicial Assistant                      |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Legal Secretary                         |  |  |  |
| 3                                                                 | -              | 3.0    | 3                   | -              | 3.0    | <b>TOTAL CIRCUIT COURT</b>              |  |  |  |
|                                                                   |                |        |                     |                |        | <b>22nd District Court Services</b>     |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Intake Diversion Specialist             |  |  |  |
| 1                                                                 | -              | 1      | 1                   | -              | 1      | <b>TOTAL CIRCUIT COURT</b>              |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Human Resources (01110)</b>          |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Director of Human Resources             |  |  |  |
| 4                                                                 |                | 4      | 4                   |                | 4      | Combination of:                         |  |  |  |
|                                                                   |                | -      |                     |                | -      | Organization Development Consultant     |  |  |  |
|                                                                   |                | -      |                     |                | -      | HR Consultant                           |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Human Resource Technician               |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Senior Secretary                        |  |  |  |
| 7                                                                 | -              | 7.0    | 7                   | -              | 7.0    | <b>TOTAL HUMAN RESOURCES</b>            |  |  |  |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                              |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|----------------------------------------------|--|--|--|
| FY 2021 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                              |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                              |  |  |  |
| Fiscal Year 2020                                                  |                |        | Fiscal Year 2021    |                |        | POSITION TITLE                               |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals |                                              |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Information Technology (01250)</b>        |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Director of Information Technology           |  |  |  |
| 3                                                                 |                | 3.0    | 3                   |                | 3.0    | Combination of:                              |  |  |  |
|                                                                   |                |        |                     |                |        | Assistant Director of Information Technology |  |  |  |
|                                                                   |                |        |                     |                |        | Division Director of Application Support     |  |  |  |
|                                                                   |                |        |                     |                |        | Division Director of Technical Services      |  |  |  |
|                                                                   |                |        |                     |                |        | IT Project Manager                           |  |  |  |
|                                                                   |                |        |                     |                |        | IT Business Relationship Manager             |  |  |  |
|                                                                   |                |        |                     |                |        | IT Business Analyst                          |  |  |  |
| 7                                                                 |                | 7.0    | 7                   |                | 7.0    | Combination of:                              |  |  |  |
|                                                                   |                |        |                     |                |        | Network Systems Engineer                     |  |  |  |
|                                                                   |                |        |                     |                |        | Network Administrator                        |  |  |  |
|                                                                   |                |        |                     |                |        | System Administrator                         |  |  |  |
|                                                                   |                |        |                     |                |        | PC Administrator                             |  |  |  |
|                                                                   |                |        |                     |                |        | Network Analyst                              |  |  |  |
|                                                                   |                |        |                     |                |        | Sr. IT Support Technician                    |  |  |  |
|                                                                   |                |        |                     |                |        | IT Support Technician                        |  |  |  |
| 10                                                                |                | 10.0   | 10                  |                | 10.0   | Combination of:                              |  |  |  |
|                                                                   |                |        |                     |                |        | Help Desk Manager                            |  |  |  |
|                                                                   |                |        |                     |                |        | GIS Coordinator                              |  |  |  |
|                                                                   |                |        |                     |                |        | IT Solutions Architect Manager               |  |  |  |
|                                                                   |                |        |                     |                |        | Sr. Applications Support Specialist          |  |  |  |
|                                                                   |                |        |                     |                |        | Sr. Database Administrator                   |  |  |  |
|                                                                   |                |        |                     |                |        | IT Application Support Specialist            |  |  |  |
|                                                                   |                |        |                     |                |        | Sr. Programmer Analyst                       |  |  |  |
|                                                                   |                |        |                     |                |        | Sr. GIS Programmer Analyst                   |  |  |  |
|                                                                   |                |        |                     |                |        | Database Administrator                       |  |  |  |
|                                                                   |                |        |                     |                |        | GIS Programmer Analyst                       |  |  |  |
|                                                                   |                |        |                     |                |        | Programmer/Analyst                           |  |  |  |
|                                                                   |                |        |                     |                |        | GIS Analyst                                  |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Administrative Assistant                     |  |  |  |
| 22                                                                | -              | 22.0   | 22                  | -              | 22.0   | <b>TOTAL INFORMATION TECHNOLOGY</b>          |  |  |  |
|                                                                   |                |        |                     |                |        | <b>POLICE DEPARTMENT</b>                     |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Adult Detention Facility (01515)</b>      |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Division Director of Adult Detention         |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Chief Correctional Officer                   |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Service Program Coordinator                  |  |  |  |
| -                                                                 |                | -      | -                   |                | -      | Health Services Administrator                |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Administrative Lieutenant                    |  |  |  |
|                                                                   | 0.1            | 0.1    |                     | 0.1            | 0.1    | Licensed Physician                           |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Work Program Coordinator                     |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Correctional Health Assistant                |  |  |  |
| 4                                                                 |                | 4.0    | 4                   |                | 4.0    | Correctional Captain                         |  |  |  |
| 6                                                                 |                | 6.0    | 6                   |                | 6.0    | Correctional Lieutenant                      |  |  |  |
| 19                                                                | 1.1            | 20.1   | 19                  | 1.2            | 20.2   | Combination of:                              |  |  |  |
|                                                                   |                |        |                     |                |        | Correctional Officer I                       |  |  |  |
|                                                                   |                |        |                     |                |        | Correctional Officer II                      |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Senior Account Clerk                         |  |  |  |
| 38                                                                | 1.2            | 39.2   | 38                  | 1.3            | 39.3   | <b>Sub-Total</b>                             |  |  |  |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                                   |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|---------------------------------------------------|--|--|--|
| FY 2021 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                                   |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                                   |  |  |  |
| Fiscal Year 2020                                                  |                |        | Fiscal Year 2021    |                |        |                                                   |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals | POSITION TITLE                                    |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Juvenile Detention Facility (01510)</b>        |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Division Director of Juvenile Detention           |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Assistant Division Director of Juvenile Detention |  |  |  |
|                                                                   | 0.1            | 0.1    |                     | 0.1            | 0.1    | Licensed Physician                                |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Juvenile Program Coordinator                      |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Nurse                                             |  |  |  |
| 4                                                                 |                | 4.0    | 4                   |                | 4.0    | Shift Supervisor                                  |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Building Maintenance Mechanic I                   |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Post Dispositional Coordinacor                    |  |  |  |
| 4                                                                 |                | 4.0    | 4                   |                | 4.0    | Senior Youth Care Worker                          |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Alternative Detention Case Worker (Grant Funded)  |  |  |  |
| 27                                                                | 4.4            | 31.4   | 27                  | 3.9            | 30.9   | Youth Care Worker                                 |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Senior Account Clerk                              |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Secretary                                         |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Custodian                                         |  |  |  |
| 47                                                                | 4.5            | 51.5   | 47                  | 4.0            | 51.0   | <b>Sub-Total</b>                                  |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Police (01330)</b>                             |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Police Chief                                      |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Police Lieutenant Colonel                         |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Police Major                                      |  |  |  |
| 4                                                                 |                | 4.0    | 4                   |                | 4.0    | Police Captain                                    |  |  |  |
| 9                                                                 |                | 9.0    | 9                   |                | 9.0    | Police Lieutenant                                 |  |  |  |
| 12                                                                |                | 12.0   | 12                  |                | 12.0   | Police Sergeant                                   |  |  |  |
| 17                                                                |                | 17.0   | 17                  |                | 17.0   | Police Corporal                                   |  |  |  |
| 89                                                                |                | 89.0   | 88                  |                | 88.0   | Police Officer (Four positions unfunded)          |  |  |  |
|                                                                   |                |        | 1                   |                | 1.0    | Crime Prevention/Community Engagement Specialist  |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Quarter Master                                    |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Police Records Office Manager                     |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Police Video Technician                           |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Police Property & Evidence Technician             |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Administrative Assistant                          |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Animal Control Officer                            |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Secretary                                         |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Senior Secretary                                  |  |  |  |
| 3                                                                 |                | 3.0    | 3                   |                | 3.0    | Police Records Clerk                              |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Crime Analyst                                     |  |  |  |
|                                                                   | 0.6            | 0.6    |                     | 0.6            | 0.6    | Parking Attendant                                 |  |  |  |
|                                                                   | 2.0            | 2.0    |                     | 2.0            | 2.0    | School Crossing Guard                             |  |  |  |
| 149                                                               | 2.6            | 151.6  | 149                 | 2.6            | 151.6  | <b>Sub-Total</b>                                  |  |  |  |
| 234                                                               | 8.3            | 242.3  | 234                 | 7.9            | 241.9  | <b>TOTAL POLICE DEPARTMENT</b>                    |  |  |  |

| CITY OF DANVILLE                                                  |                |             |                     |                |             |                                                        |  |  |  |
|-------------------------------------------------------------------|----------------|-------------|---------------------|----------------|-------------|--------------------------------------------------------|--|--|--|
| FY 2021 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |             |                     |                |             |                                                        |  |  |  |
| FTE = Full-time Equivalent                                        |                |             |                     |                |             |                                                        |  |  |  |
| Fiscal Year 2020                                                  |                |             | Fiscal Year 2021    |                |             |                                                        |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals      | Full-Time Positions | Part-Time FTEs | Totals      | POSITION TITLE                                         |  |  |  |
|                                                                   |                |             |                     |                |             | <b>PARKS &amp; RECREATION DEPARTMENT</b>               |  |  |  |
|                                                                   |                |             |                     |                |             | <b>Parks &amp; Recreation - Administration (01292)</b> |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Director of Parks & Recreation                         |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Division Director of Parks & Recreation Administration |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | P&R Communications Specialist                          |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Program Coordinator                                    |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Facilities & Services Planning Specialist              |  |  |  |
|                                                                   |                |             | 1                   |                | 1.0         | Administrative Assistant                               |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Senior Secretary                                       |  |  |  |
| 1                                                                 |                | 1.0         | -                   |                | -           | Secretary                                              |  |  |  |
| 2                                                                 |                | 2.0         | 2                   |                | 2.0         | Custodian                                              |  |  |  |
| 1                                                                 | 0.3            | 1.3         | 1                   |                | 1.0         | Administrative Specialist                              |  |  |  |
|                                                                   | 0.6            | 0.6         |                     | 0.7            | 0.7         | Recreation Program Supervisor                          |  |  |  |
|                                                                   | 0.3            | 0.3         |                     | 0.3            | 0.3         | Recreation Facility Operator                           |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Outdoor Recreation Program Supervisor                  |  |  |  |
|                                                                   | 0.2            | 0.2         |                     | 0.2            | 0.2         | Intern                                                 |  |  |  |
| <b>11</b>                                                         | <b>1.4</b>     | <b>12.4</b> | <b>11</b>           | <b>1.2</b>     | <b>12.2</b> | <b>Sub-Total</b>                                       |  |  |  |
|                                                                   |                |             |                     |                |             | <b>Athletics (01307)</b>                               |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Division Director of Athletics                         |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Program Coordinator                                    |  |  |  |
|                                                                   | 0.6            | 0.6         |                     | 0.6            | 0.6         | Administrative Specialist                              |  |  |  |
|                                                                   | 0.5            | 0.5         |                     | 0.5            | 0.5         | Custodian                                              |  |  |  |
|                                                                   | 0.9            | 0.9         |                     | 0.9            | 0.9         | Recreation Program Supervisor                          |  |  |  |
|                                                                   | 0.7            | 0.7         |                     | 0.7            | 0.7         | Recreation Sports Official                             |  |  |  |
|                                                                   | 1.4            | 1.4         |                     | 1.4            | 1.4         | Recreation Facility Operator                           |  |  |  |
| <b>2</b>                                                          | <b>4.1</b>     | <b>6.1</b>  | <b>2</b>            | <b>4.1</b>     | <b>6.1</b>  | <b>Sub-Total</b>                                       |  |  |  |
|                                                                   |                |             |                     |                |             | <b>Community Recreation (01605)</b>                    |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Division Director of Community Recreation              |  |  |  |
| 4                                                                 |                | 4.0         | 4                   |                | 4.0         | Program Coordinator                                    |  |  |  |
| 2                                                                 |                | 2.0         | 2                   |                | 2.0         | Recreation Grants Specialist (Grant Funded)            |  |  |  |
| -                                                                 | 0.9            | 0.9         | -                   | 0.9            | 0.9         | Custodian                                              |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Administrative Specialist                              |  |  |  |
|                                                                   | 1.7            | 1.7         |                     | 1.7            | 1.7         | Recreation Aide                                        |  |  |  |
|                                                                   | 2.0            | 2.0         |                     | 2.5            | 2.5         | Recreation Leader                                      |  |  |  |
| 1                                                                 | 1.5            | 2.5         | 1                   | 2.5            | 3.5         | Recreation Program Supervisor                          |  |  |  |
|                                                                   | 0.2            | 0.2         |                     | 0.1            | 0.1         | Recreation Instructor                                  |  |  |  |
|                                                                   | 1.6            | 1.6         |                     | 1.8            | 1.8         | Recreation Site Supervisor                             |  |  |  |
|                                                                   | 2.5            | 2.5         |                     | 0.9            | 0.9         | Recreation Facility Operator                           |  |  |  |
| <b>9.0</b>                                                        | <b>10.4</b>    | <b>19.4</b> | <b>9.0</b>          | <b>10.4</b>    | <b>19.4</b> | <b>Sub-Total</b>                                       |  |  |  |
|                                                                   |                |             |                     |                |             | <b>Park Maintenance (01316)</b>                        |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Division Director of Parks Maintenance                 |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Parks Supervisor                                       |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Crew Supervisor                                        |  |  |  |
| 11                                                                |                | 11.0        | 11                  |                | 11.0        | Combination of:                                        |  |  |  |
|                                                                   |                |             |                     |                |             | Park Maintenance Technician                            |  |  |  |
|                                                                   |                |             |                     |                |             | Parks Groundskeeper II                                 |  |  |  |
|                                                                   |                |             |                     |                |             | Parks Groundskeeper I                                  |  |  |  |
|                                                                   |                |             |                     |                |             | Motor Equipment Operator I                             |  |  |  |
| 1                                                                 | 1.8            | 2.8         | -                   | 5.5            | 5.5         | Public Service Worker                                  |  |  |  |
| -                                                                 |                | -           | 1                   |                | 1.0         | Public Service Worker/Operator                         |  |  |  |
| <b>15</b>                                                         | <b>1.8</b>     | <b>16.8</b> | <b>15</b>           | <b>5.5</b>     | <b>20.5</b> | <b>Sub-Total</b>                                       |  |  |  |

| CITY OF DANVILLE                                                  |                |             |                     |                |             |                                                      |  |  |  |
|-------------------------------------------------------------------|----------------|-------------|---------------------|----------------|-------------|------------------------------------------------------|--|--|--|
| FY 2021 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |             |                     |                |             |                                                      |  |  |  |
| FTE = Full-time Equivalent                                        |                |             |                     |                |             |                                                      |  |  |  |
| Fiscal Year 2020                                                  |                |             | Fiscal Year 2021    |                |             |                                                      |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals      | Full-Time Positions | Part-Time FTEs | Totals      | POSITION TITLE                                       |  |  |  |
|                                                                   |                |             |                     |                |             | <b>Special Recreation (01610)</b>                    |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Division Director of Special Recreation              |  |  |  |
| 3                                                                 |                | 3.0         | 3                   |                | 3.0         | Program Coordinator                                  |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Recreation Grants Specialist                         |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Special Population Assistant                         |  |  |  |
| 1                                                                 | 0.4            | 1.4         | 1                   | 0.5            | 1.5         | Custodian                                            |  |  |  |
| 1                                                                 |                | 1.0         | -                   |                | -           | Account Clerk                                        |  |  |  |
|                                                                   |                |             | 1                   |                | 1.0         | Senior Account Clerk                                 |  |  |  |
|                                                                   | 1.3            | 1.3         |                     | 1.4            | 1.4         | Administrative Specialist                            |  |  |  |
|                                                                   | 1.4            | 1.4         |                     | 2.1            | 2.1         | Recreation Leader                                    |  |  |  |
| 2                                                                 | 2.6            | 4.6         | 2                   | 3.1            | 5.1         | Recreation Program Supervisor                        |  |  |  |
|                                                                   | 0.6            | 0.6         |                     | 0.3            | 0.3         | Recreation Aide                                      |  |  |  |
|                                                                   | 0.1            | 0.1         |                     | 0.5            |             | Van Driver                                           |  |  |  |
|                                                                   |                | -           |                     | 0.2            | 0.2         | Recreation Instructor                                |  |  |  |
| <b>10</b>                                                         | <b>6.3</b>     | <b>16.3</b> | <b>10</b>           | <b>8.0</b>     | <b>17.5</b> | <b>Sub-Total</b>                                     |  |  |  |
|                                                                   |                |             |                     |                |             | <b>Public Library (01540)</b>                        |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Division Director of Library                         |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Adult Services Librarian                             |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Children's Librarian                                 |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Circulation Supervisor                               |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Circulation Specialist                               |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Technical Services Librarian                         |  |  |  |
| 2                                                                 |                | 2.0         | 2                   |                | 2.0         | Library Services Specialist                          |  |  |  |
| 4                                                                 | 3.2            | 7.2         | 4                   | 4.8            | 8.8         | Information Specialist                               |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Senior Administrative Specialist                     |  |  |  |
|                                                                   | 0.6            | 0.6         |                     | 0.6            | 0.6         | Law Library Information Specialist                   |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Library Technology Specialist                        |  |  |  |
| <b>14</b>                                                         | <b>3.8</b>     | <b>17.8</b> | <b>14</b>           | <b>5.4</b>     | <b>19.4</b> | <b>Sub-Total</b>                                     |  |  |  |
|                                                                   |                |             |                     |                |             | <b>TOTAL PARKS &amp; RECREATION</b>                  |  |  |  |
| <b>61</b>                                                         | <b>27.8</b>    | <b>88.8</b> | <b>61</b>           | <b>34.7</b>    | <b>95.2</b> |                                                      |  |  |  |
|                                                                   |                |             |                     |                |             | <b>PUBLIC WORKS DEPARTMENT</b>                       |  |  |  |
|                                                                   |                |             |                     |                |             | <b>Cemetery Maintenance (fund 59) (59110)</b>        |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | General Supervisor                                   |  |  |  |
| 2                                                                 |                | 2.0         | 2                   |                | 2.0         | Cemetery Supervisor                                  |  |  |  |
| 10                                                                |                | 10.0        | 10                  |                | 10.0        | Combination of:                                      |  |  |  |
|                                                                   |                |             |                     |                |             | Groundskeeper                                        |  |  |  |
|                                                                   |                |             |                     |                |             | Public Service Worker                                |  |  |  |
|                                                                   |                |             |                     |                |             | Public Service Worker/Operator                       |  |  |  |
| <b>13</b>                                                         | <b>-</b>       | <b>13.0</b> | <b>13</b>           | <b>-</b>       | <b>13.0</b> | <b>Sub-Total</b>                                     |  |  |  |
|                                                                   |                |             |                     |                |             | <b>Public Works Administration (0125301) (01400)</b> |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Director of Public Works                             |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Division Director Public Works Administration        |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Senior Administrative Assistant                      |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Administrative Assistant                             |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Senior Account Clerk                                 |  |  |  |
| 1                                                                 |                | 1.0         | 1                   |                | 1.0         | Senior Secretary                                     |  |  |  |
| 3                                                                 |                | 3.0         | 3                   |                | 3.0         | Account Clerk                                        |  |  |  |
| <b>9</b>                                                          | <b>-</b>       | <b>9.0</b>  | <b>9</b>            | <b>-</b>       | <b>9.0</b>  | <b>Sub-Total</b>                                     |  |  |  |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                                             |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|-------------------------------------------------------------|--|--|--|
| FY 2021 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                                             |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                                             |  |  |  |
| Fiscal Year 2020                                                  |                |        | Fiscal Year 2021    |                |        |                                                             |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals | POSITION TITLE                                              |  |  |  |
|                                                                   |                |        |                     |                |        | <b>P/W Building Maintenance (01250) (01440)</b>             |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Division Director of Building & Grounds                     |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | General Supervisor                                          |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Custodian Supervisor                                        |  |  |  |
| 7                                                                 |                | 7.0    | 7                   |                | 7.0    | Combination of:                                             |  |  |  |
|                                                                   |                |        |                     |                |        | Building Maintenance Mechanic III                           |  |  |  |
|                                                                   |                |        |                     |                |        | Building Maintenance Mechanic II                            |  |  |  |
|                                                                   |                |        |                     |                |        | Building Maintenance Mechanic I                             |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Senior Custodian                                            |  |  |  |
| 8                                                                 |                | 8.0    | 8                   |                | 8.0    | Custodian                                                   |  |  |  |
| 19                                                                | -              | 19.0   | 19                  | -              | 19.0   | <b>Sub-Total</b>                                            |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Motorized Equipment (Fund 44) (44110)</b>                |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Equipment Maintenance Supervisor                            |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Public Works Warehouse Stock Clerk                          |  |  |  |
| 16                                                                |                | 16.0   | 16                  |                | 16.0   | Combination of:                                             |  |  |  |
|                                                                   |                |        |                     |                |        | Automotive Equipment Mechanic III                           |  |  |  |
|                                                                   |                |        |                     |                |        | Welder                                                      |  |  |  |
|                                                                   |                |        |                     |                |        | Automotive Equipment Mechanic II                            |  |  |  |
|                                                                   |                |        |                     |                |        | Automotive Service Technician                               |  |  |  |
|                                                                   |                |        |                     |                |        | Automotive Equipment Mechanic I                             |  |  |  |
|                                                                   |                |        |                     |                |        | Transit Mechanic                                            |  |  |  |
| 20                                                                | -              | 20.0   | 20                  | -              | 20.0   | <b>Sub-Total</b>                                            |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Motorized Equipment-Communications (Fund 44) (44110)</b> |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Communications Systems Manager                              |  |  |  |
|                                                                   |                |        |                     |                |        | <b>P/W Sewer Maintenance (Fund 51) (51220)</b>              |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | General Supervisor                                          |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | P/W Crew Supervisor                                         |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | CCTV Technician                                             |  |  |  |
| 8                                                                 |                | 8.0    | 8                   |                | 8.0    | Combination of:                                             |  |  |  |
|                                                                   |                |        |                     |                |        | Heavy Equipment Operator                                    |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator III                                |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator II                                 |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator I                                  |  |  |  |
|                                                                   |                |        |                     |                |        | Public Service Worker/ Operator                             |  |  |  |
| 11                                                                | -              | 11.0   | 11                  | -              | 11.0   | <b>Sub-Total</b>                                            |  |  |  |
|                                                                   |                |        |                     |                |        | <b>P/W Sanitation-Code Enforcement (Fund 58) (58150)</b>    |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Code Enforcement Inspector                                  |  |  |  |
|                                                                   |                |        |                     |                |        | <b>P/W Sanitation-Composting (Fund 58) (58120)</b>          |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Sanitation Operator I                                       |  |  |  |
|                                                                   |                |        |                     |                |        | <b>P/W Sanitation-Recycling (Fund 58) (58140)</b>           |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Recycling Center Operator                                   |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Combination of:                                             |  |  |  |
|                                                                   |                |        |                     |                |        | Sanitation Operator I                                       |  |  |  |
|                                                                   |                |        |                     |                |        | Sanitation Operator II                                      |  |  |  |
| 3                                                                 | -              | 3.0    | 3                   | -              | 3.0    | <b>Sub-Total</b>                                            |  |  |  |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                                                      |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|----------------------------------------------------------------------|--|--|--|
| FY 2021 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                                                      |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                                                      |  |  |  |
| Fiscal Year 2020                                                  |                |        | Fiscal Year 2021    |                |        |                                                                      |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals | POSITION TITLE                                                       |  |  |  |
|                                                                   |                |        |                     |                |        | <b>P/W Sanitation-Residential Refuse Collection (Fund 58) (5811)</b> |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Division Director of Sanitation                                      |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | General Supervisor                                                   |  |  |  |
| 11                                                                |                | 11.0   | 11                  |                | 11.0   | Combination of:                                                      |  |  |  |
|                                                                   |                |        |                     |                |        | Sanitation Operator II                                               |  |  |  |
|                                                                   |                |        |                     |                |        | Sanitation Operator I                                                |  |  |  |
|                                                                   |                |        |                     |                |        | Public Service Worker/Operator                                       |  |  |  |
|                                                                   |                |        |                     |                |        | Solid Waste Collector                                                |  |  |  |
| 13                                                                | -              | 13.0   | 13                  | -              | 13.0   | <b>Sub-Total</b>                                                     |  |  |  |
|                                                                   |                |        |                     |                |        | <b>P/W Sanitation-Yardwaste (Fund 58) (58130)</b>                    |  |  |  |
| 8                                                                 |                | 8.0    | 8                   |                | 8.0    | Combination of:                                                      |  |  |  |
|                                                                   |                |        |                     |                |        | Sanitation Operator I                                                |  |  |  |
|                                                                   |                |        |                     |                |        | Sanitation Operator II                                               |  |  |  |
|                                                                   |                |        |                     |                |        | Public Service Worker/Operator                                       |  |  |  |
| 8                                                                 |                | 8.0    | 8                   |                | 8.0    |                                                                      |  |  |  |
|                                                                   |                |        |                     |                |        | <b>P/W VDOT-Engineering (Fund 15-244) (15110)</b>                    |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Assistant Director of P/W - City Engineer                            |  |  |  |
| 4                                                                 |                | 4.0    | 4                   |                | 4.0    | Combination of:                                                      |  |  |  |
|                                                                   |                |        |                     |                |        | Public Works Chief Engineer                                          |  |  |  |
|                                                                   |                |        |                     |                |        | Project Manager                                                      |  |  |  |
| 7                                                                 |                | 7.0    | 7                   |                | 7.0    | Combination of:                                                      |  |  |  |
|                                                                   |                |        |                     |                |        | Construction Inspections Supervisor                                  |  |  |  |
|                                                                   |                |        |                     |                |        | Survey Party Supervisor                                              |  |  |  |
|                                                                   |                |        |                     |                |        | Public Works GIS/CAD Engineering Technician                          |  |  |  |
|                                                                   |                |        |                     |                |        | Public Works Project Engineer                                        |  |  |  |
|                                                                   |                |        |                     |                |        | Construction Inspector                                               |  |  |  |
|                                                                   |                |        |                     |                |        | Engineering Aide                                                     |  |  |  |
|                                                                   |                |        |                     |                |        | Engineering Technician                                               |  |  |  |
| 12                                                                | -              | 12.0   | 12                  | -              | 12.0   | <b>Sub-Total</b>                                                     |  |  |  |
|                                                                   |                |        |                     |                |        | <b>P/W VDOT- Grounds Maintenance (Fund 15-247) (15210)</b>           |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | General Supervisor                                                   |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | P/W Crew Supervisor                                                  |  |  |  |
| 15                                                                |                | 15.0   | 15                  |                | 15.0   | Combination of:                                                      |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator II                                          |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator I                                           |  |  |  |
|                                                                   |                |        |                     |                |        | Public Service Worker/ Operator                                      |  |  |  |
|                                                                   |                |        |                     |                |        | Groundskeeper                                                        |  |  |  |
| 17                                                                | -              | 17.0   | 17                  | -              | 17.0   | <b>Sub-Total</b>                                                     |  |  |  |
|                                                                   |                |        |                     |                |        | <b>P/W VDOT-Street Cleaning (Fund 15-247) (15125)</b>                |  |  |  |
| 7                                                                 |                | 7.0    | 7                   |                | 7.0    | Combination of:                                                      |  |  |  |
|                                                                   |                |        |                     |                |        | Public Service Worker/ Operator                                      |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator II                                          |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator I                                           |  |  |  |
| 7                                                                 | -              | 7.0    | 7                   | -              | 7.0    | <b>Sub-Total</b>                                                     |  |  |  |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                                          |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|----------------------------------------------------------|--|--|--|
| FY 2021 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                                          |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                                          |  |  |  |
| Fiscal Year 2020                                                  |                |        | Fiscal Year 2021    |                |        |                                                          |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals | POSITION TITLE                                           |  |  |  |
|                                                                   |                |        |                     |                |        | <b>P/W VDOT-Street Maintenance (Fund 15-247) (15120)</b> |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Division Director of Streets                             |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Training & Safety Manager                                |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | General Supervisor                                       |  |  |  |
| 3                                                                 |                | 3.0    | 3                   |                | 3.0    | P/W Crew Supervisor                                      |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Code Enforcement Inspector                               |  |  |  |
|                                                                   |                |        | 1                   |                | 1.0    | Business Analyst                                         |  |  |  |
| 27                                                                |                | 27.0   | 26                  |                | 26.0   | Combination of:                                          |  |  |  |
|                                                                   |                |        |                     |                |        | Heavy Equipment Operator                                 |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator III                             |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator II                              |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator I                               |  |  |  |
|                                                                   |                |        |                     |                |        | Public Service Worker/ Operator                          |  |  |  |
|                                                                   |                |        |                     |                |        | Groundskeeper                                            |  |  |  |
| 35                                                                | -              | 35.0   | 35                  | -              | 35.0   | <b>Sub-Total</b>                                         |  |  |  |
|                                                                   |                |        |                     |                |        | <b>P/W VDOT-Traffic Control (Fund 15-244) (15115)</b>    |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Traffic Control Superintendent                           |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Traffic Control Crew Supervisor                          |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Senior Traffic Signal Technician                         |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Traffic Signal Technician                                |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Sign Technician                                          |  |  |  |
| 4                                                                 |                | 4.0    | 4                   |                | 4.0    | Combination of:                                          |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator III                             |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator II                              |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator I                               |  |  |  |
|                                                                   |                |        |                     |                |        | Public Service Worker/ Operator                          |  |  |  |
| 9                                                                 | -              | 9.0    | 9                   | -              | 9.0    | <b>Sub-Total</b>                                         |  |  |  |
| 180                                                               | -              | 180    | 180                 | -              | 180    | <b>TOTAL PUBLIC WORKS DEPARTMENT</b>                     |  |  |  |
|                                                                   |                |        |                     |                |        | <b>TRANSPORTATION DEPARTMENT</b>                         |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Airport (01350)</b>                                   |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Senior Administrative Assistant                          |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Transportation Building & Grounds Superintendent         |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Airport Maintenance Security Tech II                     |  |  |  |
| 1                                                                 | 3.0            | 4.0    | 1                   | 3.0            | 4.0    | Airport Maintenance Security Tech I                      |  |  |  |
| 4                                                                 | 3.0            | 7.0    | 4                   | 3.0            | 7.0    | <b>Sub-Total</b>                                         |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Mass Transit (Fund 56) (56110)</b>                    |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Director of Transportation Services                      |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Transportation Services Division Director                |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Transportation Supervisor                                |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Transportation Dispatcher                                |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Senior Account Clerk                                     |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Transportation Grants Specialist                         |  |  |  |
| 30                                                                | 0.6            | 30.6   | 30                  | 5.5            | 35.5   | Combination of:                                          |  |  |  |
|                                                                   |                |        |                     |                |        | Transit Driver I                                         |  |  |  |
|                                                                   |                |        |                     |                |        | Transit Driver II                                        |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Account Clerk                                            |  |  |  |
| 38                                                                | 0.6            | 38.6   | 38                  | 5.5            | 43.5   | <b>Sub-Total</b>                                         |  |  |  |
| 42                                                                | 3.6            | 45.6   | 42                  | 8.5            | 50.5   | <b>TOTAL TRANSPORTATION DEPARTMENT</b>                   |  |  |  |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                                  |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|--------------------------------------------------|--|--|--|
| FY 2021 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                                  |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                                  |  |  |  |
| Fiscal Year 2020                                                  |                |        | Fiscal Year 2021    |                |        |                                                  |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals | POSITION TITLE                                   |  |  |  |
|                                                                   |                |        |                     |                |        |                                                  |  |  |  |
|                                                                   |                |        |                     |                |        | UTILITIES DEPARTMENT                             |  |  |  |
|                                                                   |                |        |                     |                |        | Utilities Administration (Fund 54) (50100)       |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Utilities Director                               |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Key Accounts Manager                             |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | SCADA Analyst                                    |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Senior Secretary                                 |  |  |  |
| 5                                                                 | -              | 5.0    | 5                   | -              | 5.0    | Sub-Total                                        |  |  |  |
|                                                                   |                |        |                     |                |        |                                                  |  |  |  |
|                                                                   |                |        |                     |                |        | Utilities - Fiscal Services (Fund 54) (50110)    |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Division Director of Support Services            |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Accountant II                                    |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Training & Safety Manager                        |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Facilities & Fleet Manager                       |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Utilities Warehouse Manager                      |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Senior Account Clerk                             |  |  |  |
| 3                                                                 |                | 3.0    | 3                   |                | 3.0    | Warehouse Stock Clerk                            |  |  |  |
| 10                                                                | -              | 10.0   | 10                  | -              | 10.0   | Sub-Total                                        |  |  |  |
|                                                                   |                |        |                     |                |        |                                                  |  |  |  |
|                                                                   |                |        |                     |                |        | Utilities - Customer Service (Fund 54) (50120)   |  |  |  |
|                                                                   |                | -      |                     |                | -      | Division Director of Customer Service            |  |  |  |
|                                                                   |                | -      |                     |                | -      | AMI Support Technician                           |  |  |  |
|                                                                   |                | -      |                     |                | -      | Sr Customer Service/Training Representative      |  |  |  |
|                                                                   |                | -      |                     |                | -      | Combination of:                                  |  |  |  |
|                                                                   |                |        |                     |                |        | Senior Utility Billing Clerk                     |  |  |  |
|                                                                   |                |        |                     |                |        | Utility Special Billing Clerk                    |  |  |  |
|                                                                   |                |        |                     |                |        | Utility Billing Clerk                            |  |  |  |
|                                                                   |                | -      |                     |                | -      | Customer Service Representative                  |  |  |  |
| -                                                                 | -              | -      | -                   | -              | -      | Sub-Total                                        |  |  |  |
|                                                                   |                |        |                     |                |        |                                                  |  |  |  |
|                                                                   |                |        |                     |                |        | Water Treatment Administration (Fund 52) (52100) |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Division Director of Water/Wastewater Treatment  |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Senior Secretary                                 |  |  |  |
| 2                                                                 | -              | 2.0    | 2                   | -              | 2.0    | Sub-Total                                        |  |  |  |
|                                                                   |                |        |                     |                |        |                                                  |  |  |  |
|                                                                   |                |        |                     |                |        | Water Treatment (Fund 52) (52130)                |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Water Treatment Manager                          |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Water Chemist                                    |  |  |  |
| 3                                                                 |                | 3.0    | 3                   |                | 3.0    | Combination of:                                  |  |  |  |
|                                                                   |                |        |                     |                |        | Bldg Maintenance Superintendent                  |  |  |  |
|                                                                   |                |        |                     |                |        | Senior Industrial Mechanic                       |  |  |  |
|                                                                   |                |        |                     |                |        | Industrial Mechanic                              |  |  |  |
| 9                                                                 |                | 9.0    | 9                   |                | 9.0    | Combination of:                                  |  |  |  |
|                                                                   |                |        |                     |                |        | Water Treatment Plant Operator Supervisor        |  |  |  |
|                                                                   |                |        |                     |                |        | Water Treatment Plant Operator III               |  |  |  |
|                                                                   |                |        |                     |                |        | Water Treatment Plant Operator II                |  |  |  |
|                                                                   |                |        |                     |                |        | Water Treatment Plant Operator I                 |  |  |  |
|                                                                   |                |        |                     |                |        | Water Treatment Plant Operator Trainee           |  |  |  |
| -                                                                 |                | -      | -                   |                | -      | Utility Plant Maintenance Worker                 |  |  |  |
| 14                                                                | -              | 14.0   | 14                  | -              | 14.0   | Sub-Total                                        |  |  |  |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                                                  |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|------------------------------------------------------------------|--|--|--|
| FY 2021 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                                                  |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                                                  |  |  |  |
| Fiscal Year 2020                                                  |                |        | Fiscal Year 2021    |                |        | POSITION TITLE                                                   |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals |                                                                  |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Gas Administration (Fund 53) (53100)</b>                      |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Division Director of Water & Gas                                 |  |  |  |
| 1                                                                 | -              | 1.0    | 1                   | -              | 1.0    | Sub-Total                                                        |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Gas Control (Fund 53) (53130)</b>                             |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Gas Control Manager                                              |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Gas Control Technician                                           |  |  |  |
| 3                                                                 | -              | 3.0    | 3                   | -              | 3.0    | Sub-Total                                                        |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Water &amp; Gas Distribution (Fund 53) (53220)</b>            |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Water and Gas Distribution Superintendent                        |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Water and Gas Distribution Supervisor                            |  |  |  |
| 7                                                                 |                | 7.0    | 6                   |                | 6.0    | Combination of:                                                  |  |  |  |
|                                                                   |                |        |                     |                |        | Water and Gas Crew Supervisor                                    |  |  |  |
|                                                                   |                |        |                     |                |        | W&G Construction Crew Supervisor                                 |  |  |  |
|                                                                   |                |        |                     |                |        | Water and Gas Welder/Crew Supervisor                             |  |  |  |
| 11                                                                |                | 11.0   | 15                  |                | 15.0   | Combination of:                                                  |  |  |  |
|                                                                   |                |        |                     |                |        | Heavy Equipment Operator                                         |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator III                                     |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator II                                      |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator I                                       |  |  |  |
|                                                                   |                |        |                     |                |        | Construction Worker                                              |  |  |  |
| 3                                                                 |                | 3.0    | 1                   |                | 1.0    | Public Service Worker                                            |  |  |  |
| 23                                                                | -              | 23.0   | 24                  | -              | 24.0   | Sub-Total                                                        |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Water &amp; Gas Engineering (Fund 53) (53210)</b>             |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | W&G Chief Engineer                                               |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Water and Gas Senior Engineer Tech.                              |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Water and Gas Compliance Coordinator                             |  |  |  |
| -                                                                 |                | -      | 1                   |                | 1.0    | Project Manager                                                  |  |  |  |
| 2                                                                 |                | 2.0    | -                   |                | -      | W&G Corrosion Technician                                         |  |  |  |
| -                                                                 |                | -      | 1                   |                | 1.0    | Construction Inspector                                           |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Water and Gas GIS Engineer Tech.                                 |  |  |  |
| 8                                                                 | -              | 8      | 8                   | -              | 8      | Sub-Total                                                        |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Water &amp; Gas Meters &amp; Regulators (Fund 53) (53240)</b> |  |  |  |
|                                                                   |                | -      |                     |                | -      |                                                                  |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Water & Gas Systems Control Superintendent                       |  |  |  |
| 3                                                                 |                | 3.0    | 2                   |                | 2.0    | Water and Gas Meter Tech.                                        |  |  |  |
| 4                                                                 | -              | 4.0    | 3                   | -              | 3.0    | Sub-Total                                                        |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Water &amp; Gas Service (Fund 53) (53230)</b>                 |  |  |  |
| 7                                                                 |                | 7.0    | 7                   |                | 7.0    | Water and Gas Service Tech.                                      |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Dispatcher                                                       |  |  |  |
| 8                                                                 | -              | 8.0    | 8                   | -              | 8.0    | Sub-Total                                                        |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Electric Administration (Fund 54) (54100)</b>                 |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Division Director of Power & Light                               |  |  |  |
| 1                                                                 | -              | 1.0    | 1                   | -              | 1.0    |                                                                  |  |  |  |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                                        |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|--------------------------------------------------------|--|--|--|
| FY 2021 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                                        |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                                        |  |  |  |
| Fiscal Year 2020                                                  |                |        | Fiscal Year 2021    |                |        |                                                        |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals | POSITION TITLE                                         |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Electric Distribution (Fund 54) (54120)</b>         |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Electric Distribution Superintendent                   |  |  |  |
| 5                                                                 |                | 5.0    | 5                   |                | 5.0    | Electric Line Crew Supervisor                          |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Inspector-Contractor Manager                           |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Electric Vegetation Right of Way Supervisor            |  |  |  |
| 22                                                                |                | 22.0   | 22                  |                | 22.0   | Combination of:                                        |  |  |  |
|                                                                   |                |        |                     |                |        | Electric Line Technician III                           |  |  |  |
|                                                                   |                |        |                     |                |        | Electric Line Technician II                            |  |  |  |
|                                                                   |                |        |                     |                |        | Electric Line Technician I                             |  |  |  |
|                                                                   |                |        |                     |                |        | Electric Ground Worker                                 |  |  |  |
| 3                                                                 |                | 3.0    | 3                   |                | 3.0    | Electric OH/UG Equipment Operator                      |  |  |  |
| 3                                                                 |                | 3.0    | 3                   |                | 3.0    | Electric Right of Way Trimmer                          |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Dispatcher                                             |  |  |  |
| 37                                                                | -              | 37.0   | 37                  | -              | 37.0   | <b>Sub-Total</b>                                       |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Electric Engineering (Fund 54) (54110)</b>          |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Electric Engineering Tech Supervisor                   |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Electric Engineering & Operations Manager              |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Electric Engineering Technician/Compliance Coordinator |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Senior Electric GIS/CAD Technician                     |  |  |  |
| 5                                                                 |                | 5.0    | 5                   |                | 5.0    | Combination of:                                        |  |  |  |
|                                                                   |                |        |                     |                |        | Electric Senior Engineering Technician                 |  |  |  |
|                                                                   |                |        |                     |                |        | Electric Engineering Technician                        |  |  |  |
|                                                                   |                |        |                     |                |        | Electric Engineering Aide                              |  |  |  |
|                                                                   |                |        | 1                   |                | 1.0    | Senior Electric Engineer                               |  |  |  |
| 2                                                                 |                | 2.0    | 1                   |                | 1.0    | Electric Engineer                                      |  |  |  |
| 11                                                                | -              | 11.0   | 11                  | -              | 11.0   | <b>Sub-Total</b>                                       |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Electric Hydro (Fund 54) (54150)</b>                |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Hydro-Electric Supt.                                   |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Hydro Electric Maintenance Technician                  |  |  |  |
| 4                                                                 |                | 4.0    | 4                   |                | 4.0    | Hydro-Electric Operator                                |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Hydro-Electric Attendant                               |  |  |  |
| 7                                                                 | -              | 7.0    | 7                   | -              | 7.0    | <b>Sub-Total</b>                                       |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Electric Meters (Fund 54) (54140)</b>               |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Electric Meter Supervisor                              |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | AMI Support Technician                                 |  |  |  |
| 3                                                                 |                | 3.0    | 3                   |                | 3.0    | Combination of:                                        |  |  |  |
|                                                                   |                |        |                     |                |        | Electric Meter Technician III                          |  |  |  |
|                                                                   |                |        |                     |                |        | Electric Meter Technician II                           |  |  |  |
|                                                                   |                |        |                     |                |        | Electric Meter Technician I                            |  |  |  |
| 5                                                                 | -              | 5.0    | 5                   | -              | 5.0    | <b>Sub-Total</b>                                       |  |  |  |

| CITY OF DANVILLE                                                  |                |         |                     |                |         |                                                        |  |  |  |
|-------------------------------------------------------------------|----------------|---------|---------------------|----------------|---------|--------------------------------------------------------|--|--|--|
| FY 2021 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |         |                     |                |         |                                                        |  |  |  |
| FTE = Full-time Equivalent                                        |                |         |                     |                |         |                                                        |  |  |  |
| Fiscal Year 2020                                                  |                |         | Fiscal Year 2021    |                |         |                                                        |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals  | Full-Time Positions | Part-Time FTEs | Totals  | POSITION TITLE                                         |  |  |  |
|                                                                   |                |         |                     |                |         | <b>Electric Substations (Fund 54) (54130)</b>          |  |  |  |
|                                                                   |                | -       |                     |                | -       | Electric Substation Superintendent                     |  |  |  |
| 1                                                                 |                | 1.0     | 1                   |                | 1.0     | Electric Substation Supervisor                         |  |  |  |
| 12                                                                |                | 12.0    | 12                  |                | 12.0    | Combination of:                                        |  |  |  |
|                                                                   |                |         |                     |                |         | Utility Operator                                       |  |  |  |
|                                                                   |                |         |                     |                |         | Electric T & D Equipment Technician                    |  |  |  |
|                                                                   |                |         |                     |                |         | Electric Substation Technician                         |  |  |  |
| 13                                                                | -              | 13.0    | 13                  | -              | 13.0    | <b>Sub-Total</b>                                       |  |  |  |
|                                                                   |                |         |                     |                |         | <b>Telecommunications (Fund 55) (55110)</b>            |  |  |  |
| 1                                                                 |                | 1.0     | 1                   |                | 1.0     | Division Director of Telecommunications                |  |  |  |
| 1                                                                 |                | 1.0     | 1                   |                | 1.0     | Broadband Network Engineering Technician               |  |  |  |
| 2                                                                 | -              | 2.0     | 2                   | -              | 2.0     | <b>Sub-Total</b>                                       |  |  |  |
| 154.0                                                             | -              | 154.0   | 154.0               | -              | 154.0   | <b>TOTAL UTILITIES DEPARTMENT</b>                      |  |  |  |
|                                                                   |                |         |                     |                |         | <b>CONSTITUTIONAL OFFICES</b>                          |  |  |  |
| 2                                                                 |                | 2.0     | 2                   |                | 2.0     | Registrar                                              |  |  |  |
| 9                                                                 | 1.5            | 10.5    | 9                   | 1.5            | 10.5    | Commissioner of the Revenue                            |  |  |  |
| 4                                                                 |                | 4.0     | 4                   |                | 4.0     | City Treasurer                                         |  |  |  |
| 82                                                                |                | 82.0    | 82                  |                | 82.0    | Sheriff's Office                                       |  |  |  |
| 24                                                                |                | 24.0    | 24                  |                | 24.0    | Commonwealth Attorney                                  |  |  |  |
| 16                                                                |                | 16.0    | 16                  |                | 16.0    | Clerk of Circuit Court                                 |  |  |  |
| 137                                                               | 1.5            | 138.5   | 137                 | 1.5            | 138.5   | <b>TOTAL CONSTITUTIONAL OFFICES</b>                    |  |  |  |
| 1,061                                                             | 42             | 1,103   | 1,061               | 60             | 1,121   | <b>GRAND TOTAL</b>                                     |  |  |  |
|                                                                   |                |         |                     |                |         | <b>OTHER ELECTED OFFICIALS (Part-time)</b>             |  |  |  |
|                                                                   |                |         |                     |                |         | <b>Not included in totals below</b>                    |  |  |  |
| -                                                                 | 8.0            | 8.0     | -                   | 8.0            | 8.0     | Council Members                                        |  |  |  |
| -                                                                 | 1.0            | 1.0     | -                   | 1.0            | 1.0     | Mayor                                                  |  |  |  |
| -                                                                 | 9.0            | 9.0     | -                   | 9.0            | 9.0     | <b>TOTAL OTHER ELECTED OFFICIALS</b>                   |  |  |  |
|                                                                   |                |         |                     |                |         | <b>FUND TOTALS</b>                                     |  |  |  |
| 693                                                               | 42.0           | 735.0   | 692                 | 55.7           | 747.7   | General Fund (does not include Constitutional Offices) |  |  |  |
| 80                                                                | -              | 80.0    | 80                  | -              | 80.0    | VDOT Fund                                              |  |  |  |
| 4                                                                 | -              | 4.0     | 4                   | -              | 4.0     | Central Services                                       |  |  |  |
| 21                                                                | -              | 21.0    | 21                  | -              | 21.0    | Motorized Equipment                                    |  |  |  |
| 38                                                                | 0.6            | 38.6    | 38                  | 5.5            | 43.5    | Transportation Fund                                    |  |  |  |
| 27                                                                | -              | 27.0    | 27                  | -              | 27.0    | Sanitation Fund                                        |  |  |  |
| 13                                                                | -              | 13.0    | 13                  | -              | 13.0    | Cemetery Fund                                          |  |  |  |
| 11                                                                | -              | 11.0    | 11                  | -              | 11.0    | Wastewater Fund (Sewers)                               |  |  |  |
| 16                                                                | -              | 16.0    | 16                  | -              | 16.0    | Water Fund                                             |  |  |  |
| 47                                                                | -              | 47.0    | 47                  | -              | 47.0    | Gas Fund                                               |  |  |  |
| 89                                                                | -              | 89.0    | 89                  | -              | 89.0    | Electric Fund                                          |  |  |  |
| 2                                                                 | -              | 2.0     | 2                   | -              | 2.0     | Telecommunications Fund                                |  |  |  |
| 1,041                                                             | 42.6           | 1,083.6 | 1,040               | 61.2           | 1,101.2 |                                                        |  |  |  |
| 6                                                                 | -              | 6.0     | 6                   | -              | 6.0     | CDBG Fund                                              |  |  |  |
| 137                                                               | 1.5            | 138.5   | 137                 | 1.5            | 138.5   | Constitutional Officer                                 |  |  |  |
| 1,184                                                             | 44.1           | 1,228.1 | 1,183               | 62.7           | 1,245.7 | <b>GRAND TOTAL</b>                                     |  |  |  |