



## DANVILLE CITY COUNCIL REGULAR MEETING AGENDA

### MUNICIPAL BUILDING

**May 4, 2021**

**7:00 P.M.**

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

**CITY COUNCIL MEMBERS:** James B. Buckner  
L.G. "Larry" Campbell, Jr.  
Bryant Hood  
Barry P. Mayo

Dr. Gary P. Miller, Vice Mayor  
Sherman M. Saunders  
J. Lee Vogler, Jr.,  
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.

#### Time and Place of Meeting

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

#### Communications from Visitors

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

#### Guidelines for Public Hearings

For Public Hearings the applicant or his or her representative shall be the first speaker(s). There shall be a time limit of ten (10) minutes for the applicant's or his or her representative's presentation. The presiding officer shall then solicit comments from the public, asking those in favor of the proposal to speak first, and then those opposed to the proposal. Each speaker must clearly state his or her name and address. There

shall be a time limit of three (3) minutes for each individual speaker. If the speaker represents a group, there shall be a time limit of five (5) minutes. A speaker representing a group shall identify the group at the beginning of his or her remarks. A group may have no more than one spokesperson. The presiding officer may limit or preclude comment which is repetitive, redundant, cumulative, or irrelevant to the subject of the public hearing. After public comments have been received, in a land use case, the applicant or the representative of the applicant, at his or her discretion, may respond with a rebuttal. There shall be a five (5) minute time limit for rebuttal.

## **MEETING CALLED TO ORDER**

## **ROLL CALL**

## **INVOCATION - L.G. "Larry" Campbell, Jr.**

## **PLEDGE OF ALLEGIANCE TO THE FLAG**

## **ANNOUNCEMENTS AND SPECIAL RECOGNITION**

Proclamation: Make Danville Shine Month  
Presented to: Norma Brower, City of Danville

Proclamation: Foster Care Appreciation Month  
Presented to: Alliance Human Services

Introduction of New Gang Outreach Workers  
By: Robert David, Youth and Gang Violence Prevention Coordinator

## **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.*

## **CONSENT AGENDA**

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

- A. Public Hearing
- B. Consideration of Approval of Minutes from Regular Council Meeting held on April 6, 2021.  
Council Letter Number CL - 2531.
- C. Consideration of Amending the Fiscal Year 2021 Budget Appropriation for the Proceeds of the Sale of Pinnacles Hydro Plant in the Amount of \$8,200,000.  
Council Letter Number CL - 2515.

An Ordinance Amending the Fiscal Year 2021 Budget Appropriation Ordinance to Appropriate Proceeds from the Sale of the Hydro Plant for Substation Upgrades in the Amount of \$8,200,000.  
**FINAL ADOPTION**

- D. Consideration of Amending the Fiscal Year 2021 Budget Appropriation Ordinance for a Grant from the US Department of Homeland Security Federal Emergency Management Agency.  
Council Letter Number CL - 2521.

An Ordinance Amending the Fiscal Year 2021 Budget Appropriation Ordinance to Provide for a Grant from the US Department of Homeland Security Federal Emergency Management Agency in an Amount of \$49,804 and Local Share in the Amount of \$49,804 for a Total of \$99,608 and Appropriating Same.

**FINAL ADOPTION**

**NEW BUSINESS**

- A. Consideration of Rezoning 109 Barter Street from HR-C Highway Retail Commercial to "Conditional" M-I Industrial Manufacturing.  
Council Letter Number CL - 2540.
1. Public Hearing
  2. An Ordinance Rezoning 109 Barter Street, Parcel ID #52948 from HR-C Highway Retail Commercial to "Conditional" M-I Industrial Manufacturing.
- B. Consideration of a Granting a Special Use Permit for Maximum Density Waiver at 411 Craghead Street.  
Council Letter Number CL - 2541.
1. Public Hearing
  2. An Ordinance Granting Special Use Permit Application 2021-110 for a Maximum Density Waiver in Accordance with Article 3.L Section C.13. of the Danville Zoning Ordinance, at 411 Craghead Street (Parcel ID#S 21479, 21480, 21481, 21482, and 24373).
- C. Consideration of Granting a Special Use Permit for a Yard Requirement Waiver at 1340 Goodyear Boulevard.  
Council Letter Number CL - 2542.
1. Public Hearing
  2. An Ordinance Granting Special Use Permit Application 2021-72 for a Yard Requirement Waiver in Accordance with Article 3.O Section C.25. of the Danville Zoning Ordinance at 1340 Goodyear Boulevard, Parcel ID# 23011.
- D. Consideration of Amending Chapter 41 of the Danville City Code to Add the C-E Casino Entertainment Zoning District.  
Council Letter Number CL - 2543.
1. Public Hearing
  2. An Ordinance Amending Chapter 41 Entitled "Zoning Ordinance" of the Code of the City of Danville, Virginia, 1986, As Amended, more Specifically by Adding New Article 3.V Casino Entertainment (C-E) District Establishing Zoning District Purposes, Permitted Uses, Uses Permitted by Special Use Permit, Lot Size Requirements, Bulk Regulations, Parking, Exterior Lighting, Signs, Noise, Landscape and Open Space, and Additional Requirements.

- E. Consideration of Amending Chapter 41 of Danville City Code, to Amend Article 2.P, Accessory Uses and Structures.

Council Letter Number CL - 2544.

1. Public Hearing
2. An Ordinance Amending Chapter 41 Entitled "Zoning Ordinance" of the Code of the City of Danville, Virginia, 1986, As Amended, more Specifically to Amend Article 2.P. Accessory Uses and Structures to Allow Side Yard Mechanical Units in Residential Zoning Districts with Appropriate Screening and Separation Distance from Neighboring Dwelling Windows and Doors.

- F. Consideration of Approving a Lease Agreement with Danville Baseball, LLC.

Council Letter Number CL - 2533.

1. Public Hearing
2. A Resolution Authorizing and Approving a Lease Agreement with Danville Baseball LLC.

- G. Consideration of the Formation of a 501(c)(3) Corporation by Danville Redevelopment and Housing Authority.

Council Letter Number CL - 2527.

Resolution Approving the Creation of a 501(c)(3) Corporation by the Danville Redevelopment and Housing Authority for the Purpose of Providing Rental and Homeownership Housing Opportunities and Youth Services.

- H. Consideration of Approval of the Transfer of Casino Funds for Various Projects.

Council Letter Number CL - 2539.

A Resolution Approving the Transfer of Caesars Funds to Various Projects of the City of Danville for the Fiscal Year Ending June 30, 2022.

- I. Consideration of Approving the Fiscal Year 2022 Danville School Board Budget.

Council Letter Number CL - 2535.

1. Public Hearing
2. A Resolution Approving the Budget of the School Board of the City of Danville for the Fiscal Year Ending June 30, 2022.  
**FIRST READING**

- J. Consideration of Approval of the Budget for the City of Danville, the Capital and Special Projects Plan and the Budget Appropriation Ordinance.

Council Letter Number CL - 2537.

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, 2022.  
**FIRST READING**

3. A Resolution Approving the Fiscal Year 2022 Capital and Special Projects Plan for the City of Danville, Virginia.

**FIRST READING**

4. Budget Appropriation Ordinance For Fiscal Year 2022.

**FIRST READING**

- K. Consideration of Amending the Fiscal Year 2021 Budget Appropriation Ordinance for the Recreation Enrichment Program in the Amount of \$186,102.  
Council Letter Number CL - 2509.

An Ordinance Amending the Fiscal Year 2021 Budget Appropriation Ordinance to Provide for Funds in the Amount of \$55,220 for a Recreation Enrichment Program and the Local In-Kind Share of \$130,882 for a Total Appropriation of \$186,102 and Appropriation of Same.

**FIRST READING**

- L. Consideration of Amending the Fiscal Year 2021 Budget Appropriation Ordinance for Pre-Disaster Mitigation Grant Funds in the Amount of \$150,000.  
Council Letter Number CL - 2448.

An Ordinance Amending the Fiscal Year 2021 Budget Appropriation Ordinance for a Project to be Undertaken within the City of Danville and to be Financed Anticipating Revenues from Federal Emergency Management Agency in the Amount of \$150,000.

**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-2531**

**Consent Agenda B.**

**City Council Regular Meeting**

**Meeting Date:** 05/04/2021

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

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

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### **COUNCIL ACTION**

Business Meeting: 05/04/2021

### **SUMMARY**

Consideration of Approval of Minutes from Regular Council Meeting held on April 6, 2021.

Council Letter Number CL - 2531.

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### **Attachments**

Meeting Minutes

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April 6, 2021

The Regular April meeting of the Danville City Council was held on April 6, 2021, at 7:00 p.m. in the Council Chambers located on the Fourth Floor of the Municipal Building. The following Council Members were present: James B. Buckner, Bryant Hood, Mayor Alonzo L. Jones, Barry P. Mayo, Vice Mayor Gary P. Miller, Sherman M. Saunders, J. Lee Vogler, Jr., and Madison J.R. Whittle (8). L.G. "Larry" Campbell Jr. was absent. (1).

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

### **INVOCATION**

The Invocation was given by Vice Mayor Gary P. Miller, followed by the Pledge of Allegiance, led by Andrew Snead, a student at Longwood University and Thomas Nichols from Troop #452.

### **ANNOUNCEMENTS AND SPECIAL PRESENTATIONS**

Proclamation: Sexual Assault Awareness Month  
Presented to: Julissa Booth, Marilyn Waller and Detra Betts,  
Haven of the Dan River Region.

### **COMMUNICATIONS FROM VISITORS**

Mayor Jones recognized Cassandra Butler, Program Manager for Educate and Vaccinate, who noted they were in Virginia for outreach efforts to help get Virginia vaccinated, focusing on underserved communities. They were going door to door, working with Tommy Bennett, visiting a number of communities, attending community events, going to the YMCA, God's Storehouse, and area churches. When they go door to door, they educate citizens about COVID, the vaccine and answer questions. They will register citizens for the vaccination, can offer transportation if needed and were working on a mobile clinic. Mr. Larking noted their area has moved into Phase 2 which means anyone, eighteen or over was able to get a vaccine. Ms. Butler noted citizens can call to register at 1-833-577-1919, and businesses and organizations can call that number as well. Citizens can also call the NAACP office at 773-790-2622 for more information. Mr. Buckner suggested putting an insert in the City's utility bills with this information. Mr. Larking noted citizens can go the City's website at [www.danvilleva.gov/coronavirus](http://www.danvilleva.gov/coronavirus) to sign up for the vaccines as well. Council Members thanked Ms. Butler and her team for their work in Danville.

Mayor Jones recognized Lewis Garnett, 607 Fairhaven Circle who commented on a bill the City of Danville sent to their insurance company over a year ago. The bill was for \$212,533.98 for the violation of his constitutional rights. He has called the City Manager four or five times and never received a phone call back to discuss the matter, so he came to council this evening.

### **MEETING MINUTES**

Upon **Motion** by Council Member Buckner and **second** by Council Member Saunders, Minutes from the Regular Council Meeting held on March 2, 2021, were approved as presented. Draft copies of the minutes had been distributed prior to the meeting.

### **APPOINTMENTS**

Vice Mayor Miller **moved** for adoption of the following Resolutions:

April 6, 2021

**Resolution No. 2021-04.01** - Reappointing Gladys D. Webb to the Southern Area Agency on Aging.

**Resolution No. 2021-04.02** – Appointing Andre Bethea to the Southern Area Agency on Aging.

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

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

### **NEW BUSINESS**

#### **PUBLIC HEARING - GRANTING A SPECIAL USE PERMIT AT 1560 HALIFAX ROAD**

Mayor Jones opened the floor for a Public Hearing regarding a Special Use Permit at 1560 Halifax Road. Notice of the Public Hearing was published in the *Danville Register & Bee* on March 23, 2021 and March 30, 2021. No one present desired to be heard and the Public Hearing was closed.

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

#### **ORDINANCE NO. 2021-04.01**

GRANTING A SPECIAL USE PERMIT TO APPLICATION 2021-25 FOR AGRICULTURE IN ACCORDANCE WITH ARTICLE 3.B, SECTION C.1. OF THE CODE OF THE CITY OF DANVILLE, VIRGINIA, 1986, AS AMENDED, AT 1560 HALIFAX ROAD, PARCEL ID#74777.

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

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

#### **CONSIDERATION OF REFINANCING INDUSTRIAL DEVELOPMENT AUTHORITY BONDS**

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

#### **RESOLUTION NO. 2021-04.03**

APPROVING A PLAN TO FINANCE CAPITAL IMPROVEMENTS FOR VARIOUS GOVERNMENTAL PURPOSES AND REFINANCE CERTAIN OUTSTANDING INDEBTEDNESS THROUGH THE ISSUANCE OF LEASE REVENUE OBLIGATIONS BY THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE CITY OF DANVILLE, VIRGINIA.

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

April 6, 2021

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

**CONSIDERATION OF APPROVAL OF A MORAL OBLIGATION FOR 500 STINSON DRIVE**

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

**RESOLUTION NO. 2021-04.04**

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

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

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

**BUDGET AMENDMENT - CONSIDERATION OF AMENDING THE FISCAL YEAR 2021 BUDGET APPROPRIATION ORDINANCE FOR ADDITIONAL STATE AVIATION FUNDING IN THE AMOUNT OF \$1,178,023 AND THE LOCAL SHARE IN THE AMOUNT OF \$310,639**

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

**ORDINANCE NO. 2021-04.02**

AMENDING THE FISCAL YEAR 2021 BUDGET APPROPRIATION ORDINANCE TO PROVIDE FOR ADDITIONAL STATE AVIATION FUNDING FOR THE PURPOSE OF COMPLETING DESIGN SERVICES TO RENOVATE THE AIRPORT TERMINAL BUILDING, FOR CONSTRUCTION ACTIVITIES TO WIDEN TAXIWAY H AND COMPLETE FACILITY IMPROVEMENTS TO SUPPORT FUTURE CORPORATE, AND T-HANGAR BUILDING DEVELOPMENT IN THE AMOUNT OF \$1,178,023 PLUS LOCAL SHARE IN THE AMOUNT OF \$310,639.

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 2021 BUDGET APPROPRIATION ORDINANCE FOR FUNDS RELATED TO PROJECT IMAGINE WORK FORCE READINESS PROGRAM**

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

**ORDINANCE NO. 2021-04.03**

April 6, 2021

AMENDING THE FISCAL YEAR 2021 BUDGET APPROPRIATION ORDINANCE BY INCREASING REVENUE FOR A U.S. DEPARTMENT OF JUSTICE, OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION GRANT IN THE AMOUNT OF \$488,595 AND LOCAL SHARE IN THE AMOUNT OF \$79,983 FOR A TOTAL APPROPRIATION OF \$568,578 TO BE USED TO FUND SUPPORT STAFF, AND OTHER EXPENDITURES RELATING TO THE PROJECT IMAGINE WORK FORCE READINESS PROGRAM

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

Mayor Jones thanked Robert David for the great work he was doing in the City.

**BUDGET AMENDMENT – CONSIDERATION OF AMENDING THE FISCAL YEAR 2021 BUDGET APPROPRIATION ORDINANCE FOR CONTRIBUTIONS TO PROVIDE A SUMMER YOUTH JOBS PROGRAM**

Upon **Motion** by Council Member Hood and **second** by Council Member Vogler, an Ordinance entitled:

**ORDINANCE NO. 2021-04.04**

AMENDING THE FISCAL YEAR 2021 BUDGET APPROPRIATION ORDINANCE TO PROVIDE FOR CONTRIBUTION FROM COMMUNITY NON-PROFIT PARTNERS IN THE AMOUNT OF \$72,341 AND A TRANSFER FROM UNRESERVED FUND BALANCE IN THE AMOUNT OF \$131,193 FOR A TOTAL APPROPRIATION OF \$203,534 TO PROVIDE A SUMMER YOUTH JOBS PROGRAM AND APPROPRIATING THE SAME

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

**COMMUNICATIONS**

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

City Attorney Clarke Whitfield noted he was proud to say that in February, he had nominated Assistant City Attorney Alan Spencer to become a member of the Board of the Local Government Attorneys of Virginia. He was elected last Friday to the Board and will be representing Danville and Southside Virginia.

Vice Mayor Miller noted he ran into a friend of his from Greensboro who told him he can't wait for the casino in Danville to open; a lot of people from Greensboro and Charlottesville will be traveling to Danville. Dr. Miller stated, about four years ago, many people signed a petition he had circulated, to renovate the Emergency Room at Danville SOVAH. The hospital serves a large area, and this year will start the \$12M renovation to the Emergency Room.

Council Member Saunders noted today, several Council Members were present for the announcement on the expansion at the Emergency Room in Danville, it was a wonderful announcement and congratulations on that accomplishment. Mr. Saunders thanked the City Attorney for the work he does, to Mr. Bennett for what he continues to do, and congratulations to Robert David for his work.

Council Member Vogler thanked the Mayor for making sure citizens heard the information regarding the vaccine. Mr. Vogler noted he and members of Council were very excited to hear about the

April 6, 2021

Youth Jobs Program and cannot wait to see that up and running. Small businesses, particularly, have been trying to survive the pandemic; there were a number of things this Council has wanted to address. Staff was putting together a comprehensive reform of a lot of outdated policies and regulations, and thanked the City Manager and staff for doing this.

Council Member Whittle encouraged citizens to go get their vaccines.

Council Member Buckner noted 33% of residents have gotten vaccinated, but the City can do better than that and encouraged all citizens to get vaccinated. Mr. Buckner recognized Thomas Nichols from Troop 452 who led the Pledge of Allegiance, he was here tonight fulfilling a badge requirement for the Boy Scouts, working toward getting his Eagle Scout.

Council Member Hood commented on the number of events that have been going on in the community. He visited a pop-up bazaar Saturday with young entrepreneurs and also visited Compassion Church for their Easter event. On the same day, Changing Lives Outreach Ministries gave away one hundred meals. There was a new business on Memorial called the Drop Box, this week they are feeding students that come by. There was a group from the Green Street area called Our Community and on Sunday they did an Easter Egg Hunt/Cookout, and the Thornton's partnered with the Danville Police Department and gave away one thousand Easter baskets; all this happened in little over a week showing the involvement of people that want to engage.

Council Member Mayo noted Danville was on the move, moving forward, putting things together. Mr. Mayo commented on the teamwork of Council and staff, serving the City, and he felt proud about serving Danville. Mr. Mayo thanked Mr. Bennett for what he has been doing in the community, and encouraged citizens to get their vaccines.

Mayor Jones noted the City Manager told Council this area was in a new Phase where young people now can get the COVID vaccine. Council has also allocated funds to the Summer Youth Jobs Program, but was discouraged to hear about the shooting that occurred this week. Mayor Jones noted that was not who Danville was, there were programs going on in the community and they were working too hard to move the community forward, to go backwards. They wanted to have a safe community and will continue to go forward. This City cares about their young people and thanked Drew and Thomas for attending, and thanked the City staff and Council for what they do.

ADJOURNED: 8:08 P.M.

APPROVED:

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MAYOR

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CITY CLERK

# Council Letter

## City of Danville, Virginia



**CL-2515**

**Consent Agenda C.**

### **City Council Regular Meeting**

**Meeting Date:** 05/04/2021

**Subject:** Budget Appropriation for Proceeds from Pinnacles Hydro Sale

**From:** Jason Grey, Utilities Director

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### **COUNCIL ACTION**

First Reading: 04/20/2021

Final Adoption: 05/04/2021

### **SUMMARY**

The sale of the Pinnacles Hydro facility closed on February 10, 2021, at a price of \$8,200,000. Staff would like to recommend to City Council using the funds to upgrade the Westover and Southside substations.

The funds could also be used for the addition of a fourth AEP delivery point at the City's West Fork substation and the addition of the Ballou substation at the former Dan River Schoolfield Complex. These projects will increase reliability and serve a new industry coming to the City.

### **BACKGROUND**

The Electric Division has accelerated the substation upgrade schedule to include Westover and Southside substations in Fiscal Year 2022; these projects will increase reliability in those affected areas. Staff has already completed substation upgrades in the Riverside and Schoolfield areas, and is currently working on upgrades in the Whitmell and Kentuck communities, slated to be completed in June 2021.

### **RECOMMENDATION**

It is recommended that City Council adopt the attached Ordinance Amending the Fiscal Year 2021 Budget Appropriation Ordinance revenues in the amount of \$8,200,000 from the sale of Pinnacles Hydro to Northbrook Energy.

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### **Attachments**

Ordinance

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

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

ORDINANCE NO. 2021-\_\_\_\_.\_\_\_\_

AN ORDINANCE AMENDING THE FISCAL YEAR 2021 BUDGET APPROPRIATION ORDINANCE TO APPROPRIATE PROCEEDS FROM THE SALE OF THE HYDRO PLANT FOR SUBSTATION UPGRADES IN THE AMOUNT OF \$8,200,000.

WHEREAS, the City of Danville has received the proceeds from the sale of the Hydro Plant to Northbrook Energy; and

WHEREAS, the sale was finalized with Northbrook Energy on February 10, 2021 and the Federal Energy Regulatory Commission (FERC) added Northbrook Energy to the FERC license on January 29, 2021; and

WHEREAS, the proceeds are to be used for substation upgrades at the City's Westover and Southside Substations. The proceeds will also be used to create a fourth delivery point with AEP at West Fork Substation and the addition of the Ballou Substation at the former Dan River Schoolfield property.

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Danville, Virginia, that the Fiscal Year 2021 Budget Appropriation Ordinance be, and it is hereby, amended to appropriate proceeds from the sale of the Hydro Plant in the amount of \$8,200,000. Such revenue and appropriation to be as follows:

**REVENUES**

| <u>Description</u>    | <u>Account No.</u> | <u>Amount</u>         |
|-----------------------|--------------------|-----------------------|
| Proceeds from Sale    | 5400000-41870      | \$4,968,762.50        |
| Electric Fund Balance | XXXX               | <u>\$3,231,237.50</u> |
| Total Revenue         |                    | <u>\$8,200,000.00</u> |

**EXPENDITURES**

| <u>Description</u>  | <u>Account No.</u>        | <u>Amount</u>         |
|---------------------|---------------------------|-----------------------|
| Substation Upgrades | 5440616-50000/61029999-50 | <u>\$8,200,000.00</u> |

AND BE IT FURTHER ORDAINED, that all other accounts and provisions of the Fiscal Year 2021 Budget Appropriation Ordinance, as amended, not hereby amended, shall continue in force and effect unless and until hereafter further amended or repealed.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CLERK

Approved as to  
Form and Legal Sufficiency:

\_\_\_\_\_  
City Attorney

# Council Letter

## City of Danville, Virginia



**CL-2521**

**Consent Agenda D.**

**City Council Regular Meeting**

**Meeting Date:** 05/04/2021

**Subject:** Fiscal Year 2020 EMPGS Grant

**From:** David Coffey, Fire Chief

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### **COUNCIL ACTION**

First Reading: 04/20/2021

Final Adoption: 05/04/2021

### **SUMMARY**

The City has received notification from the Virginia Department of Emergency Management that the Danville Emergency Management Department has been approved to receive funding from the 2020 Emergency Management Performance Grant-Supplemental Health Equity Program in the amount of \$49,804.00. Matching local funds, in the amount of \$49,804.00, will be needed for this grant.

### **BACKGROUND**

This grant will be used to purchase an inflatable shelter as well as various other materials that will assist in the operation of the Emergency Management Department. Specifically, the inflatable shelter will be used in administering COVID-19 vaccinations. This grant will allow the Emergency Management Department to have the resources necessary to provide a wide array of emergency management services to the community.

### **RECOMMENDATION**

It is recommended that City Council approve the attached Ordinance anticipating and appropriating funds for this grant and the local required share.

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### **Attachments**

Ordinance

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

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

ORDINANCE NO. 2021-\_\_\_\_.\_\_\_\_

AN ORDINANCE AMENDING THE FISCAL YEAR 2021 BUDGET APPROPRIATION ORDINANCE TO PROVIDE FOR A GRANT FROM THE US DEPARTMENT OF HOMELAND SECURITY FEDERAL EMERGENCY MANAGEMENT AGENCY IN AN AMOUNT OF \$49,804 AND LOCAL SHARE IN THE AMOUNT OF \$49,804 FOR A TOTAL OF \$99,608 AND APPROPRIATING SAME.

WHEREAS, the City has been notified by the US Department of Homeland Security Federal Emergency Management Agency that the Emergency Management Department has been awarded a grant; and

WHEREAS, the grant funds are to be used to purchase equipment and materials, which will allow the Emergency Management Department to have the resources necessary to provide a wide array of emergency management services to the community.

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Danville, Virginia that the Fiscal Year 2021 Budget Appropriation Ordinance be, and is hereby, amended by increasing revenues from the US Department of Homeland Security Federal Emergency Management Agency for equipment and material upgrades and such revenue and appropriation to be as follows:

**ANTICIPATED REVENUES**

| <u>Description</u>                                           | <u>Account No.</u> | <u>Amount</u>       |
|--------------------------------------------------------------|--------------------|---------------------|
| FY 21 Emergency Management Performance Grant—Federal Funding | 61662000-48230     | \$ 49,804.00        |
| Transfer In from General Fund                                | 61662000-6101      | \$ 49,804.00        |
| Total                                                        |                    | <u>\$ 99,608.00</u> |

**ANTICIPATED EXPENDITURES**

| <u>Description</u>                           | <u>Account No.</u> | <u>Amount</u>       |
|----------------------------------------------|--------------------|---------------------|
| FY 21 Emergency Management Performance Grant | 61662999-50        | <u>\$ 99,608.00</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 FINALLY ORDAINED, that all other accounts and provisions of the Fiscal Year 2021 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-2540**

**New Business A.**

**City Council Regular Meeting**

**Meeting Date:** 05/04/2021

**Subject:** Consideration of Rezoning 109 Barter Street from HR-C Highway Retail Commercial to "Conditional" M-I Industrial Manufacturing

**From:** Doug Plachcinski, Planning Division Director

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### **COUNCIL ACTION**

Business Meeting: 05/04/2021

### **SUMMARY**

Rezoning Application PLRZ 2021-50, filed by Jimmie L. New, requests to conditionally rezone 109 Barter Street, Parcel ID #52948, from HR-C Highway Retail Commercial to "conditional" M-I Industrial Manufacturing. The proposed rezoning allows the current building tenant to perform on-site heavy vehicle repair.

### **BACKGROUND**

The applicant originally sought a variance to allow his tenant to repair heavy vehicles on-site. The BZA denied the variance and suggested the applicant request rezoning.

The Planning Commission, at their April 12, 2021 meeting, voted 6-1 to recommend approval of Rezoning Application PLRZ 2021-50.

### **RECOMMENDATION**

The Planning Commission recommended that City Council adopt an Ordinance to conditionally rezone 109 Barter Street, Parcel ID #52948, from HR-C Highway Retail Commercial to M-I Industrial Manufacturing.

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### **Attachments**

Ordinance

PLANNING BACKUP

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

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

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

AN ORDINANCE REZONING 109 BARTER STREET, PARCEL ID #52948 FROM HR-C HIGHWAY RETAIL COMMERCIAL TO “CONDITIONAL” M-I INDUSTRIAL MANUFACTURING.

WHEREAS, in accordance with the Code of the City of Danville, Virginia, 1986, as amended, Jimmie L. New requested to rezone 109 Barter Street, Parcel ID #52948 from the HR-C Highway Retail Commercial zoning district to a “conditional” M-I Industrial Manufacturing zoning district.

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Danville, Virginia, that the report of the Planning Commission recommending approval of Rezoning Application 2021-50, filed by Jimmie L. New requesting to rezone 109 Barter Street, Parcel ID #52948 from the HR-C Highway Retail Commercial zoning district to a “conditional” M-I Industrial Manufacturing zoning district, is hereby received; and

BE IT FURTHER ORDAINED that the conditions proffered by Jimmie L. New for the rezoning of 109 Trade Street, Parcel ID #52948 from the HR-C Highway Retail Commercial zoning district to a “conditional” M-I Industrial Manufacturing zoning district, in attached EXHIBIT A and made a part hereof by reference are approved and accepted; and

BE IT FURTHER ORDAINED that in consideration of said report and the public hearing this day held by Council, Rezoning Application 2021-50, filed by Jimmie L. New requesting to rezone 109 Trade Street, Parcel ID #52948 from the HR-C Highway Retail Commercial zoning district to a “conditional” M-I Industrial Manufacturing zoning district, is hereby approved; and

BE IT FINALLY ORDAINED that 109 Barter Street, parcel ID #52948 on the City of Danville, Virginia Zoning District Map is hereby amended to reflect the same.

APPROVED:

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MAYOR

ATTEST:

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CITY CLERK

APPROVED AS TO  
FORM AND LEGAL SUFFICIENCY:

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CITY ATTORNEY

## EXHIBIT A

### ARTICLE 3.Q: - M-I, INDUSTRIAL DISTRICT (INDUSTRIAL MANUFACTURING DISTRICT).

#### B. - PERMITTED USES.

- ~~1. Airport.~~
- ~~2. Aircraft-related industry.~~
3. Artisan/craftsman manufacturing.
4. Auto and light vehicle service establishments (with screened outdoor service and storage areas).
5. Contractor's offices, shops and storage yards.
- ~~6. Establishments for scientific research, development and training, or corporate offices (excepting biomedical, biological and chemical establishments).~~
- ~~7. Establishments for manufacturing, production, processing, assembly, compounding, cleaning, servicing, storage, testing, repair and distribution of materials, goods or products, which conform to federal, state and City environmental performance standards. (excepting those uses which are specifically prohibited by this article or which require a special use permit).~~
- ~~8. Gasoline sales establishments (with indoor repair services and no outdoor vehicle storage).~~
9. Heavy equipment sale, rental and service establishments, ~~including farm equipment.~~
10. Heavy vehicle service establishments (with screened outdoor service and storage areas).
- ~~11. Hotels and motels, with or without eating establishments.~~
12. Light wholesale trade establishments, (with outdoor storage).
- ~~13. Lumber yards and building material yards, to include rock sand and gravel storage.~~
- ~~14. Metal fabrication.~~
- ~~15. Motor freight terminals.~~
- ~~16. Motor vehicle storage and impoundment yards.~~
- ~~17. Plant nursery.~~
- ~~18. Private training facilities and vocational schools.~~
- ~~19. Recycling centers.~~
20. Retail sales related to establishments permitted by-right, provided that products are produced on the premises or by the same corporate entity.
- ~~21. Storage yards (with coverage subject to Additional Regulations).~~
- ~~22. Truck or train terminal.~~
- ~~23. Uses permitted by right or by special use permit in the LED-I District.~~
24. Uses permitted by right or by special permit in the HR-C District.
25. Warehouses, including mini-warehouses.
- ~~26. Exterminator.~~

#### C. - USES PERMITTED BY SPECIAL USE PERMIT.

- ~~1. Adult entertainment establishments.~~
- ~~2. Asphalt mixing plant.~~
- ~~3. Automobile auction facility.~~

4. ~~Blast furnace.~~
5. ~~Bulk storage of flammable materials.~~
6. ~~Bus and railroad terminals.~~
7. ~~Coal, wood or wood distillation facilities.~~
8. ~~Communication towers.~~
9. ~~Concrete mixing and batching production.~~
10. ~~Drive-in movie theaters.~~
11. ~~Establishments for biomedical, biological and chemical scientific research, development and training.~~
12. ~~Extraction, storage or distribution of mineral resources, including gravel or sand.~~
13. ~~Fertilizer, lime or cement manufacturing.~~
14. ~~Heavy public utility uses, to include:~~
  - a. ~~Electrical generating plants.~~
  - b. ~~Sewerage treatment plants.~~
15. ~~Hellports and hellpads.~~
16. ~~Junkyard, as defined.~~
17. ~~Metal foundries, smelting, processing, fabrication and storage.~~
18. ~~Power generation facility.~~
19. ~~Private garbage incineration.~~
20. ~~Public utilities and facilities.~~
21. ~~Residential dwelling unit appurtenant to and contained within a commercial or industrial building for the specific use of a watchman or caretaker.~~
22. ~~Sanitary landfill.~~
23. ~~Soap manufacture.~~
24. ~~Stockyards.~~
25. ~~Tanning and curing of skins.~~
26. ~~Use with lot frontage on the Dan River.~~
27. ~~Use with lot frontage or within the aviation impact area of the Danville Regional Airport.~~
28. ~~Veterinary hospitals, inclusive of boarding kennels.~~
29. ~~Waiver of floor area ratio.~~
30. ~~Waiver of building height.~~
31. ~~Waiver of minimum lot size.~~
32. ~~Waiver of minimum district size when in conformance with the Comprehensive Plan.~~
33. ~~Regional brewery.~~
34. ~~Cemetery.~~



**City of Danville**  
427 Patton Street, Suite 208  
Danville VA, 24541  
Phone: (434) 799-5260

## ***City Planning Commission***

# **RECOMMENDATION**

DATE: APRIL 19, 2021  
TO: CITY COUNCIL  
FROM: CITY PLANNING COMMISSION  
**RE: REZONING APPLICATION 2021-50**

### **REQUEST**

Rezoning Application PLRZ 2021-50, filed by Jimmie L New, requests to conditionally rezone 109 Barter Street, Parcel ID #52948, from HR-C Highway Retail Commercial to M-I Industrial Manufacturing. The proposed rezoning allows the current building tenant to perform on-site heavy vehicle repair.

### **RECOMMENDATION**

The Planning Commission, at their April 12, 2021 meeting, voted 6-1 to recommend approval of Rezoning Application PLRZ 2021-50.

  
Mr. Harold E. Garrison, Chair

### **RESPONSES**

Fifteen (15) notices were sent to surrounding property owners within three hundred (300) feet of the subject property. Six (6) responses were received, Six (6) unopposed (Newman, Daniel Group, Neal's Trade Street Property, S&E Properties, S&E Properties of Ringgold LLC and S&E Properties of Ringgold LLC).

### **COMMENTS:**

I would like them to be screened (with trees or fence) any heavy vehicles from the street view. – Neal's Trade Street Property LLC

S&E Properties:  
3027 Riverside Drive  
3045 Riverside Drive  
118 Barter Street



## ***City Planning Commission***

# **STAFF REPORT**

DATE: April 6, 2021  
TO: Planning Commission  
FROM: Doug Plachcinski, Planning Division Director  
**RE: REZONING APPLICATION - 109 BARTER STREET**

**Rezoning Application PLRZ 2021-50, filed by Jimmie L New, requests to conditionally rezone 109 Barter Street, Parcel ID #52948, from HR-C Highway Retail Commercial to M-I Industrial Manufacturing. The proposed rezoning allows the current building tenant to perform on-site heavy vehicle repair.**

### **BACKGROUND**

This applicant would like the existing tenant to conduct repairs to their existing vehicle fleet. The City's zoning rules require heavy vehicle repairs to occur in the M-I Industrial Manufacturing District.

The Planning Division sent ten (10) notices to surrounding property owners within 300' feet of the subject property.

### **STAFF ANALYSIS AND RECOMMENDATION**

The proposed rezoning's 2030 future land use designation in the Comprehensive Plan is Regional Commercial. Land across Trade Street is future planned as heavy Industrial while this property and the other adjacent property is future planned for regional commercial. The existing zoning of this property and adjacent property implements the current Comprehensive Plan. The property owner and I discussed uses under the M-I district and they proffered the attached list of potential uses

The Planning Division recommends the Planning Commission endorse conditional rezoning application PLRZ-2021-50 for City Council approval with the proffered uses in the attached exhibit.

### **CITY PLANNING COMMISSION ALTERNATIVE ACTIONS**

1. Recommend continuation of Rezoning Application PLRZ2021-50 to a future meeting.
2. Recommend approval of Rezoning Application PLRZ2021-50 as submitted.
3. Recommend approval of Rezoning Application PLRZ2021-50 with conditions per Planning Commission.
4. Recommend denial of Rezoning Application PLRZ2021-50.

### **ATTACHMENTS**

- ✓ Application
- ✓ Data Sheet
- ✓ Property Ownership/Zoning Map
- ✓ Existing Land Use Map
- ✓ Future Land Use Map

CITY OF DANVILLE

REZONING APPLICATION

TO THE CITY PLANNING COMMISSION AND THE HONORABLE CITY COUNCIL:

Application is hereby made for the rezoning as described below:

INFORMATION TO BE PROVIDED BY THE PLANNING DIVISION

CASE NUMBER: \_\_\_\_\_ EXISTING ZONING: HRC  
PROPOSED ZONING: \_\_\_\_\_ TAX MAP NUMBER: \_\_\_\_\_  
RECEIVED BY: \_\_\_\_\_ DATE FILED: \_\_\_\_\_  
PLANNING COMMISSION DATE: \_\_\_\_\_ CITY COUNCIL DATE: \_\_\_\_\_

INFORMATION TO BE PROVIDED BY THE APPLICANT

Exact legal description of property (Attach if insufficient space). PARCEL ID 52948  
Gross Area/Net Area: 0.8300 Property Address: 109 BARTLEY ST  
Property Location: N S E W Side of: RIVERSIDE DRIVE  
Between: TRADE and RIVERSIDE DRIVE  
Proffered Conditions (if any, please attach): \_\_\_\_\_

**PRESENT OWNER (S) OF ALL PROPERTIES INCLUDED IN APPLICATION (PLEASE TYPE OR PRINT):**

1. NAME: Jimmie L NEW - TELEPHONE: 434-489-4228  
MAILING ADDRESS: 109 BARTLEY ST. DANVILLE VA 24541  
SIGNATURE: [Signature] DATE: 1-25-21  
SIGNATURE: [Signature] DATE: \_\_\_\_\_  
EMAIL ADDRESS: PTL CONT @ G-mail . COM

**APPLICANT (PLEASE TYPE OR PRINT):**

If the applicant is not the property owner, written authorization from the property owner must accompany this application.

NAME: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_  
EMAIL ADDRESS: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



**PARCEL ID 52948**

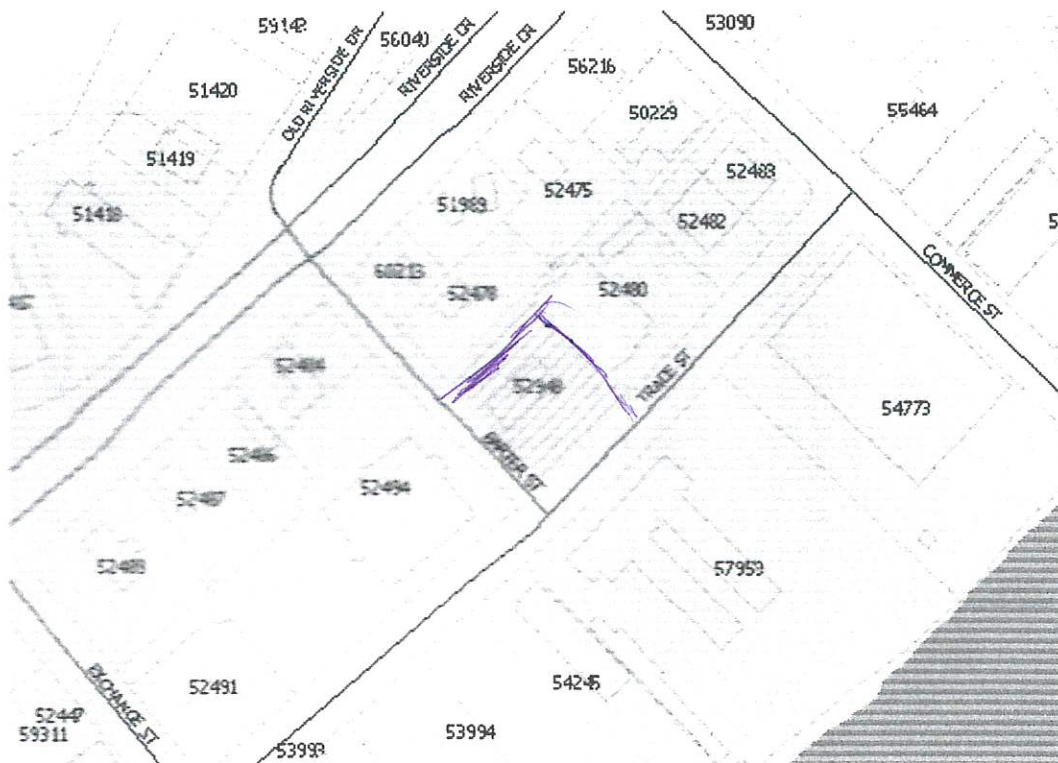
**MAP 1713-6-1**

**100 ADD FEET**

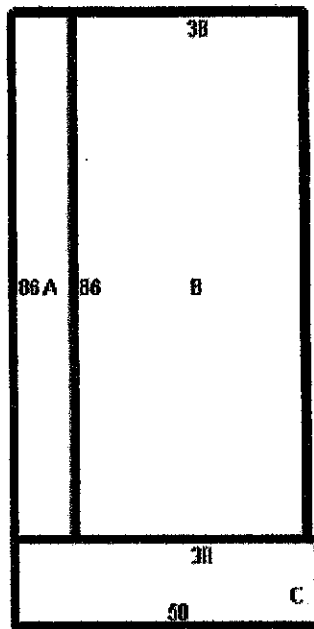
**LOT 33 & 34**

**TRADE AND BARTER STREET**

*Jimmi New*



Q 700ft CSA



TRADE STREET

BARTER ST

ARTICLE 3.Q: - M-I, INDUSTRIAL DISTRICT (Industrial Manufacturing District).

B. - Permitted Uses.

1. ~~Airport.~~
2. ~~Aircraft related industry.~~
3. Artisan/craftsman manufacturing.
4. Auto and light vehicle service establishments (with screened outdoor service and storage areas).
5. Contractor's offices, shops and storage yards.
6. ~~Establishments for scientific research, development and training, or corporate offices (excepting biomedical, biological and chemical establishments).~~
7. ~~Establishments for manufacturing, production, processing, assembly, compounding, cleaning, servicing, storage, testing, repair and distribution of materials, goods or products, which conform to federal, state and City environmental performance standards. (excepting those uses which are specifically prohibited by this article or which require a special use permit).~~
8. ~~Gasoline sales establishments (with indoor repair services and no outdoor vehicle storage).~~
9. Heavy equipment sale, rental and service establishments, ~~including farm equipment.~~
10. Heavy vehicle service establishments (with screened outdoor service and storage areas).
11. ~~Hotels and motels, with or without eating establishments.~~
12. Light wholesale trade establishments, (with outdoor storage).
13. ~~Lumber yards and building material yards, to include rock sand and gravel storage.~~
14. ~~Metal fabrication.~~
15. ~~Motor freight terminals.~~
16. ~~Motor vehicle storage and impoundment yards.~~
17. ~~Plant nursery.~~
18. ~~Private training facilities and vocational schools.~~
19. ~~Recycling centers.~~
20. Retail sales related to establishments permitted by-right, provided that products are produced on the premises or by the same corporate entity.
21. ~~Storage yards (with coverage subject to Additional Regulations).~~
22. ~~Truck or train terminal.~~
23. ~~Uses permitted by right or by special use permit in the LED-I District.~~
24. Uses permitted by right or by special permit in the HR-C District.
25. Warehouses, including mini-warehouses.
26. ~~Exterminator.~~

(Ord. No. 2004-02.04, Art. 3.Q, § B, 2-17-04; Ord. No. 2005-04.04, 4-5-05)

C. - Uses Permitted by Special Use Permit.

1. ~~Adult entertainment establishments.~~

- ~~2. Asphalt mixing plant.~~
- ~~3. Automobile auction facility.~~
- ~~4. Blast furnace.~~
- ~~5. Bulk storage of flammable materials.~~
- ~~6. Bus and railroad terminals.~~
- ~~7. Coal, wood or wood distillation facilities.~~
- ~~8. Communication towers.~~
- ~~9. Concrete mixing and batching production.~~
- ~~10. Drive-in movie theaters.~~
- ~~11. Establishments for biomedical, biological and chemical scientific research, development and training.~~
- ~~12. Extraction, storage or distribution of mineral resources, including gravel or sand.~~
- ~~13. Fertilizer, lime or cement manufacturing.~~
- ~~14. Heavy public utility uses, to include:~~
  - ~~a. Electrical generating plants.~~
  - ~~b. Sewerage treatment plants.~~
- ~~15. Hellports and hellpads.~~
- ~~16. Junkyard, as defined.~~
- ~~17. Metal foundries, smelting, processing, fabrication and storage.~~
- ~~18. Power generation facility.~~
- ~~19. Private garbage incineration.~~
- ~~20. Public utilities and facilities.~~
- ~~21. Residential dwelling unit appurtenant to and contained within a commercial or industrial building for the specific use of a watchman or caretaker.~~
- ~~22. Sanitary landfill.~~
- ~~23. Soap manufacture.~~
- ~~24. Stockyards.~~
- ~~25. Tanning and curing of skins.~~
- ~~26. Use with lot frontage on the Dan River.~~
- ~~27. Use with lot frontage or within the aviation impact area of the Danville Regional Airport.~~
28. Veterinary hospitals, inclusive of boarding kennels.
29. Waiver of floor area ratio.
30. Waiver of building height.
31. Waiver of minimum lot size.
- ~~32. Waiver of minimum district size when in conformance with the Comprehensive Plan.~~
- ~~33. Regional brewery.~~
- ~~34. Cemetery.~~

## SPECIAL USE PERMIT REQUEST DATA SHEET PLRZ 2021-50

|                                         |                                                               |
|-----------------------------------------|---------------------------------------------------------------|
| <b>PUBLIC HEARING DATES:</b>            | MARCH 8, 2021<br>PLANNING COMMISSION AT 3:00 PM               |
| <b>LOCATION OF PROPERTY:</b>            | 109 BARTER STREET; NORTH CORNER OF BARTER<br>AND TRADE STREET |
| <b>PRESENT ZONE:</b>                    | HR-C HIGHWAY RETAIL COMMERCIAL                                |
| <b>PROPOSED ZONE:</b>                   | M-I INDUSTRIAL MANUFACTURING                                  |
| <b>ACTION REQUESTED:</b>                | REZONE PROPERTY                                               |
| <b>PRESENT USE OF<br/>PROPERTY:</b>     | STORAGE WAREHOUSE WITH OFFICE BUILDING                        |
| <b>PROPOSED USE OF<br/>PROPERTY:</b>    | NO CHANGE                                                     |
| <b>FUTURE LAND USE<br/>DESIGNATION:</b> | REGIONAL COMMERCIAL                                           |
| <b>PROPERTY OWNER (S):</b>              | NEW JIMMIE L & PATSIE A<br>P T L CONTRACTORS INC              |
| <b>NAME OF APPLICANT (S):</b>           | NEW JIMMIE L & PATSIE A                                       |
| <b>PROPERTY BORDERED BY:</b>            | COMMERCIAL ON EAST, SOUTH, WEST AND NORTH<br>SIDES            |
| <b>ACREAGE:</b>                         | 0.83 ACRES TOTAL                                              |
| <b>CHARACTER OF VICINITY:</b>           | HIGHWAY COMMERCIAL                                            |
| <b>INGRESS AND EGRESS:</b>              | BARTER STREET, TRADE STREET                                   |
| <b>TRAFFIC VOLUME:</b>                  | NO RECENT COUNTS                                              |

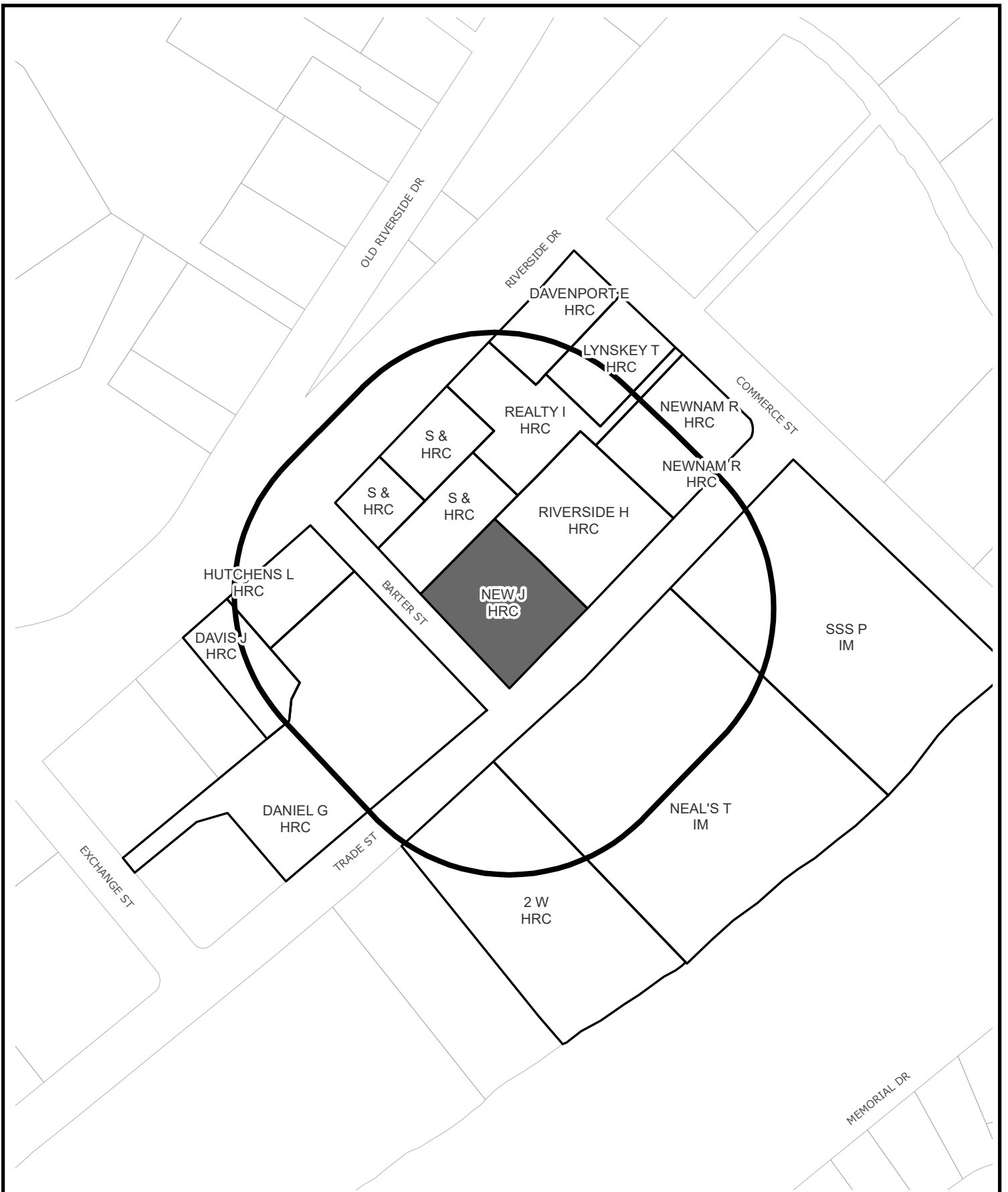


## 2019 AERIAL VIEW OF AREA SURROUNDING SUBJECT PROPERTY



Prepared by:  
Planning Division  
1/5/2021

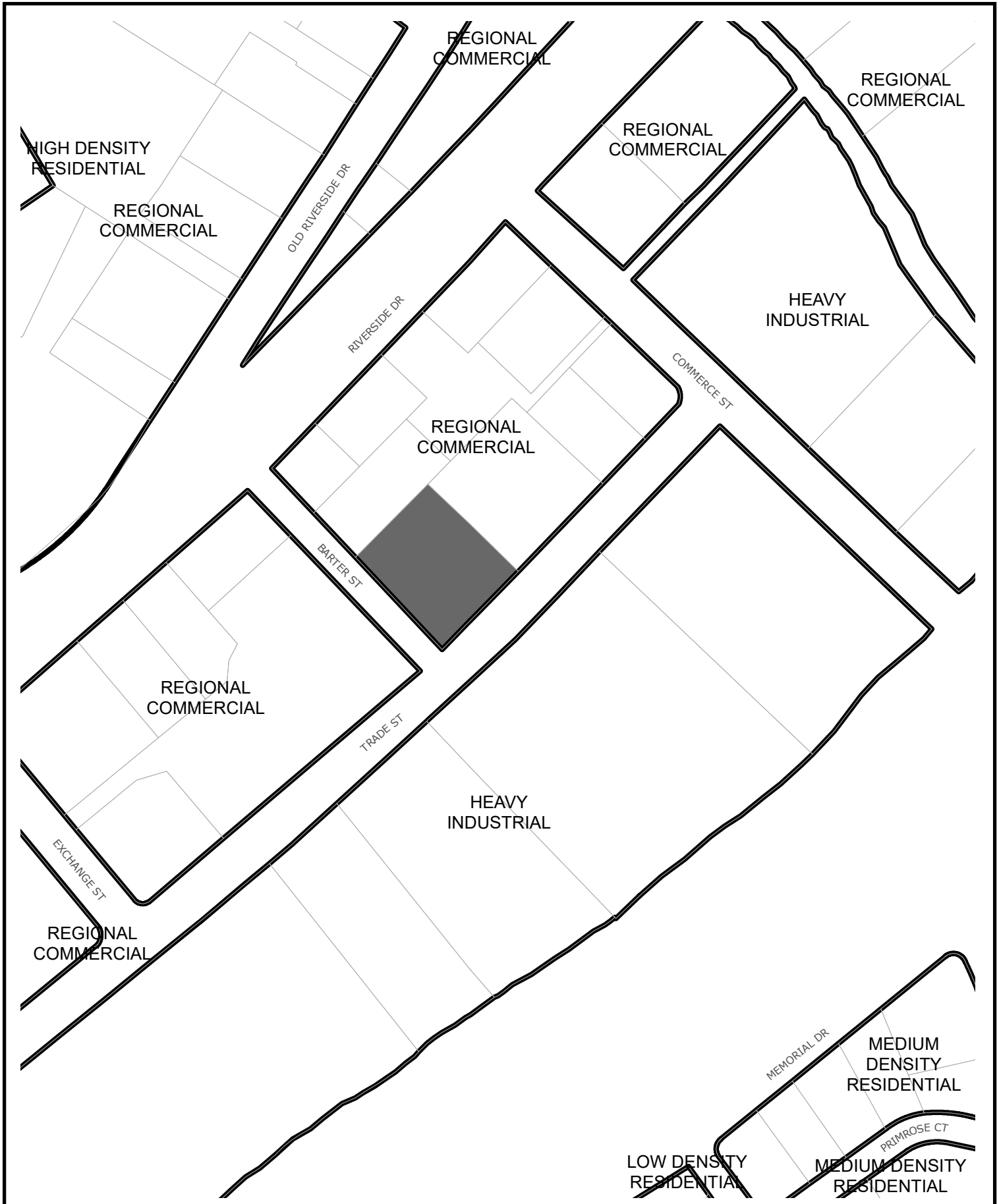
Disclaimer: Information contained on this map is to be used for reference purposes only. The City of Danville is not responsible for any inaccuracies herein contained. The City of Danville makes no representation of warranty as to this map's accuracy, and in particular, its accuracy in labeling, dimensions, contours, property boundaries, or placement or location of any map features thereon. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, use or misuse of the information herein provided.



# **SURROUNDING PROPERTY OWNERS AND ZONING WITHIN 300 FEET OF SUBJECT PROPERTY**

Prepared by:  
Planning Division  
1/5/2021

Disclaimer: Information contained on this map is to be used for reference purposes only. The City of Danville is not responsible for any inaccuracies herein contained. The City of Danville makes no representation of warranty as to this map's accuracy, and in particular, its accuracy in labeling, dimensions, contours, property boundaries, or placement or location of any map features thereon. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, use or misuse of the information herein provided.



**YEAR 2030 LAND USE PLAN FOR AREA SURROUNDING SUBJECT PROPERTY**

Prepared by:  
Planning Division  
1/5/2021

Disclaimer: Information contained on this map is to be used for reference purposes only. The City of Danville is not responsible for any inaccuracies herein contained. The City of Danville makes no representation of warranty as to this map's accuracy, and in particular, its accuracy in labeling, dimensions, contours, property boundaries, or placement or location of any map features thereon. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, use or misuse of the information herein provided.

# Council Letter

## City of Danville, Virginia



**CL-2541**

**New Business B.**

### **City Council Regular Meeting**

**Meeting Date:** 05/04/2021

**Subject:** Consideration of Granting a Special Use Permit for a Maximum Density Waiver at 411 Craghead Street.

**From:** Doug Plachcinski, Planning Division Director

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### **COUNCIL ACTION**

Business Meeting: 05/04/2021

### **SUMMARY**

Special Use Permit Application PLSUP 2021-110, filed by Garrett Shifflett on behalf of Richmond Cedarworks LLC requests a Special Use Permit for a maximum density waiver in accordance with Article 3.L Section C.13. of the Danville Zoning Code, at 411 Craghead Street (Parcel ID# 21479, 21480, 21481, 21482, and 24373). The applicant requests a Special Use Permit for a maximum density waiver in the TW-C Tobacco Warehouse Commercial Zoning District.

### **BACKGROUND**

This project is an adaptive reuse of an existing 106,000 square foot historic building into 115 apartment units and a 3,000 square foot commercial space. The development uses the existing building footprint. This adaptive reuse compliments the existing adjacent buildings and the surrounding area.

The Planning Commission, at their April 12, 2021 meeting, voted 7-0 to recommend approval of Special Use Permit Application PLSUP2021-110.

### **RECOMMENDATION**

The Planning Commission recommended that City Council adopt an Ordinance granting a Special Use Permit for a maximum density waiver in accordance with Article 3.L Section C.13. of the Danville Zoning Code, at 411 Craghead Street (Parcel ID# 21479, 21480, 21481, 21482, and 24373) with the following conditions:

1. The development is limited to 115 residential units and a 3,000 square foot commercial space for a residential density of 75 units per acre;
2. The development's parking program includes off-site parking on public surface lots and streets supplemented by approximately 70 on-site parking spaces;
3. The development's parking program includes no less than two (2) electric vehicle charging stations; and
4. The development provides no less than six (6) bicycle parking spaces.

## Attachments

Ordinance  
PLANNING BACKUP

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Presented: \_\_\_\_\_

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

ORDINANCE NO. 2021\_\_\_\_\_.\_\_\_\_\_

AN ORDINANCE GRANTING SPECIAL USE PERMIT APPLICATION 2021-110 FOR A MAXIMUM DENSITY WAIVER IN ACCORDANCE WITH ARTICLE 3.L SECTION C.13. OF DANVILLE ZONING ORDINANCE, AT 411 CRAGHEAD STREET (PARCEL ID#S 21479, 21480, 21481, 21482, AND 24373).

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Danville, Virginia, that the report of the Planning Commission recommending approval of Special Use Permit Application PLSUP 2021-110, filed by Garrett Shifflett on behalf of Richmond Cedarworks, LLC requests a Special Use Permit for a maximum density waiver in accordance with Article 3.L Section C.13. of Danville Zoning Ordinance, at 411 Craghead Street (Parcel ID# 21479, 21480, 21481, 21482, and 24373), is hereby received; and

BE IT FURTHER ORDAINED, that in consideration of said report and the public hearing this day held by Council, Special Use Permit Application PLSUP-2021-110, filed by Garrett Shifflett on behalf of Richmond Cedarworks LLC requests a Special Use Permit for a maximum density waiver in accordance with Article 3.L Section C.13. of Danville Zoning Ordinance, at 411 Craghead Street (Parcel ID# 21479, 21480, 21481, 21482, and 24373), is hereby approved, with the following conditions:

1. The development is limited to 115 residential units and a 3,000 square foot commercial space for a residential density of 75 units per acre;
2. The development' s parking program includes off-site parking on public surface lots and streets supplemented by approximately 70 on-site parking spaces;
3. The development' s parking program includes no less than two (2) electric vehicle charging stations; and
4. The development provides no less than six (6) bicycle parking spaces.

APPROVED:

---

MAYOR

ATTEST:

---

CITY CLERK

APPROVED AS TO  
FORM AND LEGAL SUFFICIENCY:

---

CITY ATTORNEY



**City of Danville**  
427 Patton Street, Suite 208  
Danville VA, 24541  
Phone: (434) 799-5260

## ***City Planning Commission***

# **RECOMMENDATION**

DATE: APRIL 16, 2021  
TO: CITY COUNCIL  
FROM: CITY PLANNING COMMISSION  
**RE: SPECIAL USE PERMIT APPLICATION 2021-110**

### **REQUEST**

Special Use Permit Application PLSUP 2021-110, filed by Garrett Shifflett on behalf of Richmond Cedarworks LLC requests a Special Use Permit for a maximum density waiver in accordance with Article 3.L Section C.13. of the Danville Zoning Code, at 411 Craghead Street (Parcel ID# 21479, 21480, 21481, 21482, and 24373). The applicant requests a Special Use Permit for a maximum density waiver in the TW-C Tobacco Warehouse Commercial Zoning District

This project is an adaptive reuse of an existing 106,000 square foot historic building into 115 apartment units and a 3,000 square foot commercial space. The development uses the existing building footprint. This adaptive reuse compliments the existing adjacent buildings and the surrounding area.

### **RECOMMENDATION**

The Planning Commission, at their April 12, 2021 meeting, voted 7-0 to recommend approval of Special Use Permit Application PLSUP2021-110

1. The development is limited to 115 residential units and a 3,000 square foot commercial space for a residential density of 75 units per acre;
2. The development' s parking program includes off-site parking on public surface lots and streets supplemented by approximately 70 on-site parking spaces;
3. The development' s parking program includes no less than two (2) electric vehicle charging stations; and
4. The development provides no less than six (6) bicycle parking spaces.

Mr. Harold E. Garrison, Chair

### **RESPONSES**

Twenty-Two (22) notices were sent to surrounding property owners within three hundred (300) feet of the subject property. Four (4) responses were received, Four (4) unopposed (Bridge Street Lofts LLC, Lynn Street, Broadacre Holdings LLC and Stilwell).



**City of Danville**  
427 Patton Street, Suite 208  
Danville VA, 24541  
Phone: (434) 799-5260

## ***City Planning Commission***

# **STAFF REPORT**

DATE: April 7, 2021  
TO: Planning Commission  
FROM: Doug Plachcinski, Planning Division Director + Zoning Administrator  
**RE: SPECIAL USE PERMIT APPLICATION - 411 CRAGHEAD STREET**

**Special Use Permit Application PLSUP 2021-110, filed by Garrett Shifflett on behalf of Richmond Cedarworks LLC requests a Special Use Permit for a maximum density waiver in accordance with Article 3.L Section C.13. of Danville Zoning Ordinance, at 411 Craghead Street (Parcel ID#s 21479, 21480, 21481, 21482, and 24373). The applicant requests a Special Use Permit for a maximum density waiver in the TW-C Tobacco Warehouse Commercial Zoning District.**

### **BACKGROUND**

This project is an adaptive reuse of an existing 106,000 square foot historic building into 115 apartment units and a 3,000 square foot commercial space. The uses the existing building footprint. This adaptive reuse compliments the existing adjacent buildings and the surrounding area.

The Planning Division sent twelve (12) notices to surrounding property owners within 300' feet of the subject property.

### **STAFF ANALYSIS AND RECOMMENDATION**

The applicant, Garrett Shifflett for property owner Richmond Cedarworks LLC, applied to the Planning Division for a Special Use Permit to waive maximum density in the TW-C Tobacco Warehouse Commercial Zoning District, including accessory parking requirements. The application is attached to this report.

The City may waive density maximums with a Special Use Permit in the TW-C Tobacco Warehouse Commercial Zoning District. (Chapter 41 Zoning Ordinance, Article 3.L. §C.13.). Article 3.L, Section E., item 4.a establishes maximum residential density of 24 units per acre and this proposal is 75 units per acre.

Parking is not required in the TW-C Tobacco Warehouse District under Article 3.L.H.6. However, as part of the Special Use Permit application for the increased density, the Commission can evaluate parking waiver requirements applicable to the entire zoning ordinance in Article 8, Section D, items 5.a-f. The applicant demonstrates that the required parking is available in nearby public surface lots and along public streets, and includes approximately 70 on-site parking spaces. Off-site parking and loading meet all other Article 8, parking and loading requirements, the development will not cause adverse impacts on surrounding properties, and the development does not have any self-created hardship.

The Comprehensive Plan puts the subject property in the River District planning area. The future land use designation for the subject parcel is 'Mixed Use.' If approved, the Special Use Permit is in harmony with the TW-C, Tobacco Warehouse District which is established to promote revitalization, redevelopment and adaptive reuse of existing uses and harmonious new development in the City's historic tobacco warehouse business area. The regulations of the TW-C are intended to promulgate the goals of the Comprehensive Plan for historic preservation of old buildings and architectural compatibility of new structures while encouraging a creative mix of uses in this important section of Danville.

The neighboring adjacent properties on Craghead Street are also mixed use. If granted, this proposed Special Use Permit is in harmony with the character of adjacent properties and the surrounding neighborhoods and also with existing and proposed development, is adequately serviced by streets, drainage, fire protection and public water + sewer, will not negatively impact any ecological, scenic, or historic community assets, and will not hinder or discourage the appropriate development or use of adjacent properties and surrounding neighborhoods.

Danville City Code allows City Council impose any conditions necessary to assure that the proposed use will conform to zoning ordinance requirements. The Planning Division recommends the Planning Commission endorse Special Use Permit Application PLSUP-2021-110 for City Council approval, with the following conditions:

1. The development is limited to 115 residential units and a 3,000 square foot commercial space for a residential density of 75 units per acre;
2. The development' s parking program includes off-site parking on public surface lots and streets supplemented by approximately 70 on-site parking spaces;
3. The development' s parking program includes no less than two (2) electric vehicle charging stations; and
4. The development provides no less than six (6) bicycle parking spaces.

#### **CITY PLANNING COMMISSION ALTERNATIVE ACTIONS**

1. Recommend approval of Special Use Permit Application PLSUP-2021-110 as submitted;
2. Recommend approval of Special Use Permit Application PLSUP-2021-110 with conditions per Staff;
3. Recommend approval of Special Use Permit Application PLSUP-2021-110 with conditions per Planning Commission; or
4. Recommend denial of Special Use Permit Application PLSUP-2021-110.

#### **ATTACHMENTS**

- ✓ Application
- ✓ Data Sheet
- ✓ Property Ownership/Zoning Map
- ✓ Existing Land Use Map
- ✓ Future Land Use Map



**City of Danville**  
427 Patton Street, Suite 208  
Danville VA, 24541  
Phone: (434) 799-5260

## ***City Planning Commission***

# **STAFF REPORT**

DATE: April 7, 2021  
TO: Planning Commission  
FROM: Doug Plachcinski, Planning Division Director + Zoning Administrator  
**RE: SPECIAL USE PERMIT APPLICATION - 411 CRAGHEAD STREET**

**Special Use Permit Application PLSUP 2021-110, filed by Garrett Shifflett on behalf of Richmond Cedarworks LLC requests a Special Use Permit for a maximum density waiver in accordance with Article 3.L Section C.13. of Danville Zoning Ordinance, at 411 Craghead Street (Parcel ID#s 21479, 21480, 21481, 21482, and 24373). The applicant requests a Special Use Permit for a maximum density waiver in the TW-C Tobacco Warehouse Commercial Zoning District.**

### **BACKGROUND**

This project is an adaptive reuse of an existing 106,000 square foot historic building into 115 apartment units and a 3,000 square foot commercial space. The uses the existing building footprint. This adaptive reuse compliments the existing adjacent buildings and the surrounding area.

The Planning Division sent twelve (12) notices to surrounding property owners within 300' feet of the subject property.

### **STAFF ANALYSIS AND RECOMMENDATION**

The applicant, Garrett Shifflett for property owner Davis Storage Properties LLC, applied to the Planning Division for a Special Use Permit for a maximum density waiver in the TW-C Tobacco Warehouse Commercial Zoning District, including accessory parking requirements. The application is attached to this report.

The City may waive density maximums with a Special Use Permit in the TW-C Tobacco Warehouse Commercial Zoning District. (Chapter 41 Zoning Ordinance, Article 3.L. §C.13.). Article 3.L, Section E., item 4.a establishes maximum residential density of 24 units per acre and this proposal is 75 units per acre.

Parking is not required in the TW-C Tobacco Warehouse District under Article 3.L.H.6. However, as part of the Special Use Permit application for the increased density, the Commission can evaluate parking waiver requirements applicable to the entire zoning ordinance in Article 8, Section D, items 5.a-f. The applicant demonstrates that the required parking is available in nearby public surface lots and along public streets, and includes approximately 70 on-site parking spaces. Off-site parking and loading meet all other Article 8, parking and loading requirements, the development will not cause adverse impacts on surrounding properties, and the development does not have any self-created hardship.

The Comprehensive Plan puts the subject property in the River District planning area. The future land use designation for the subject parcel is 'Mixed Use.' If approved, the Special Use Permit is in harmony with the TW-C, Tobacco Warehouse District which is established to promote revitalization, redevelopment and adaptive reuse of existing uses and harmonious new development in the City's historic tobacco warehouse business area. The regulations of the TW-C are intended to promulgate the goals of the Comprehensive Plan for historic preservation of old buildings and architectural compatibility of new structures while encouraging a creative mix of uses in this important section of Danville.

The neighboring adjacent properties on Craghead Street are also mixed use. If granted, this proposed Special Use Permit is in harmony with the character of adjacent properties and the surrounding neighborhoods and also with existing and proposed development, is adequately serviced by streets, drainage, fire protection and public water + sewer, will not negatively impact any ecological, scenic, or historic community assets, and will not hinder or discourage the appropriate development or use of adjacent properties and surrounding neighborhoods.

Danville City Code allows City Council impose any conditions necessary to assure that the proposed use will conform to zoning ordinance requirements. The Planning Division recommends approving this project as proposed. The Planning Division recommends the Planning Commission endorse Special Use Permit Application PLSUP-2021-110 for City Council approval, with the following conditions:

1. The development is limited to 115 residential units and a 3,000 square foot commercial space for a residential density of 75 units per acre;
2. The development' s parking program includes off-site parking on public surface lots and streets supplemented by approximately 70 on-site parking spaces;
3. The development' s parking program includes no less than two (2) electric vehicle charging stations; and
4. The development provides no less than six (6) bicycle parking spaces.

#### **CITY PLANNING COMMISSION ALTERNATIVE ACTIONS**

1. Recommend approval of Special Use Permit Application PLSUP-2021-110 as submitted;
2. Recommend approval of Special Use Permit Application PLSUP-2021-110 with conditions per Staff;
3. Recommend approval of Special Use Permit Application PLSUP-2021-110 with conditions per Planning Commission; or
4. Recommend denial of Special Use Permit Application PLSUP-2021-110.

#### **ATTACHMENTS**

- ✓ Application
- ✓ Data Sheet
- ✓ Property Ownership/Zoning Map
- ✓ Existing Land Use Map
- ✓ Future Land Use Map



**City of Danville**  
Community Development  
Planning Division

**PLANNING COMMISSION  
SPECIAL USE PERMIT APPLICATION**

**PLANNING DIVISION PROVIDED INFORMATION**

**PLSUP20210000110**

Application #: \_\_\_\_\_ PC Meeting Date: \_\_\_\_\_  
Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_  
Parcel ID: \_\_\_\_\_ Address: \_\_\_\_\_  
Existing Zoning: \_\_\_\_\_ Future Land Use: \_\_\_\_\_

**APPLICANT PROVIDED INFORMATION**

Property Location (address/ID#): 411 Craghead Street, Parcels 21479, 21480, 21481, 21482, 24373  
Applicant: Garrett Shifflett  
Applicant's Address: 3210 Chamberlayne Avenue, Richmond, Virginia 23227  
Applicant's Phone Number: 804.399.9921  
Applicant's E-mail: garrettshifflett@gmail.com  
Describe Proposed Development: 115 Apartment units & 3000sf commercial space. Applicant requests specific relief from any and all density parking requirements.

**Article 6 Section B. General Standards and Criteria for Special Use Permit Review. Please explain how the Special Use Permit request meets the following review standards and criteria:**

1. The proposed use shall be: a. in harmony with the adopted Comprehensive Plan; b. in harmony with the intent and purpose of the zoning district in which the use is proposed to be located; and c. in harmony with the character of adjacent properties and the surrounding neighborhoods and also with existing and proposed development.

Yes, adaptive reuse of an existing structure into multifamily and commercial space is consistent with all requirements and zoning regulations

2. The proposed use shall be adequately served by essential public services such as streets, drainage facilities, fire protection and public water and sewer facilities:

Yes, This historic renovation will have all new services connected to the building and will have a full sprinkler system.

3. The proposed use shall not result in the destruction, loss or damage of any feature determined to be of significant ecological, scenic or historic importance:

Correct, the renovation of this existing building will utilizing state and federal historic

tax credits and will be renovated under the state and federal historic guidelines for renovation.

4. The proposed use shall be designed, sited and landscaped so that the use will not hinder or discourage the appropriate development or use of adjacent properties and surrounding neighborhoods:

Yes, this historic renovation will be designed such that it does not impact neighboring properties

or the surrounding neighborhood.

  
Applicant Signature

  
Property Owner Signature  
(If not applicant)

**Article 6. Section D. Application Requirements for Special Use Permit.**

1. An application for a special use permit shall be made by the owner, contract purchaser with the owner's written consent, or the owner's agent, of the property on which the proposed use is to be located. The application shall be submitted to the Director of Planning/Zoning Administrator, and shall be accompanied by the filing fee as established by the City Council.
2. If the request for a special use permit has been denied by City Council, a request in substantially the same form shall not be resubmitted within one (1) year of the date of denial.
3. The application shall include the following information:
  - a. A preliminary site plan in accordance with the Site Plan Regulations.
  - b. A description of the proposed use and, where applicable, the hours of operation and the proposed number of employees/patrons.
  - c. A written statement of proposed project compatibility with the following:
    - (1.) The Comprehensive Plan.
    - (2.) The applicable zoning district.
    - (3.) The surrounding properties.
    - (4.) Current and future neighborhood conditions.
    - (5.) Pedestrian and vehicular traffic patterns, on-site and off-site.
    - (6.) Adequate public facilities.
  - d. When requested by the Director of Planning/Zoning Administrator, the Planning Commission, or the City Council, the following information shall be provided by the applicant:
    - (1.) The architectural elevations and floor plans of proposed building(s).
    - (2.) Traffic impact analysis.
    - (3.) Fiscal impact analysis.
    - (4.) Parking and site circulation analysis.
    - (5.) Photographs of property and surrounding area.
    - (6.) Environmental impact statement.

## **Special Use Permit Application**

**411 Craghead Street/ Parcel #'s 21479, 21480, 21481, 21482 and 24373**

### **Project Description:**

This project is the adaptive reuse of an existing 106,000 square foot historic building into 115 apartment units and one 3000 square foot commercial space. The existing foot print of the building will be utilized. The multifamily use proposed is consistent with the City of Danville's Comprehensive Plan. We are revitalizing the existing neighborhood by renovating an existing building and we are bringing in tenants to live in these buildings which is in line with the city's economic revitalization plan. This adaptive reuse will compliment the existing buildings in the surrounding area as it will be renovated to the same standards.



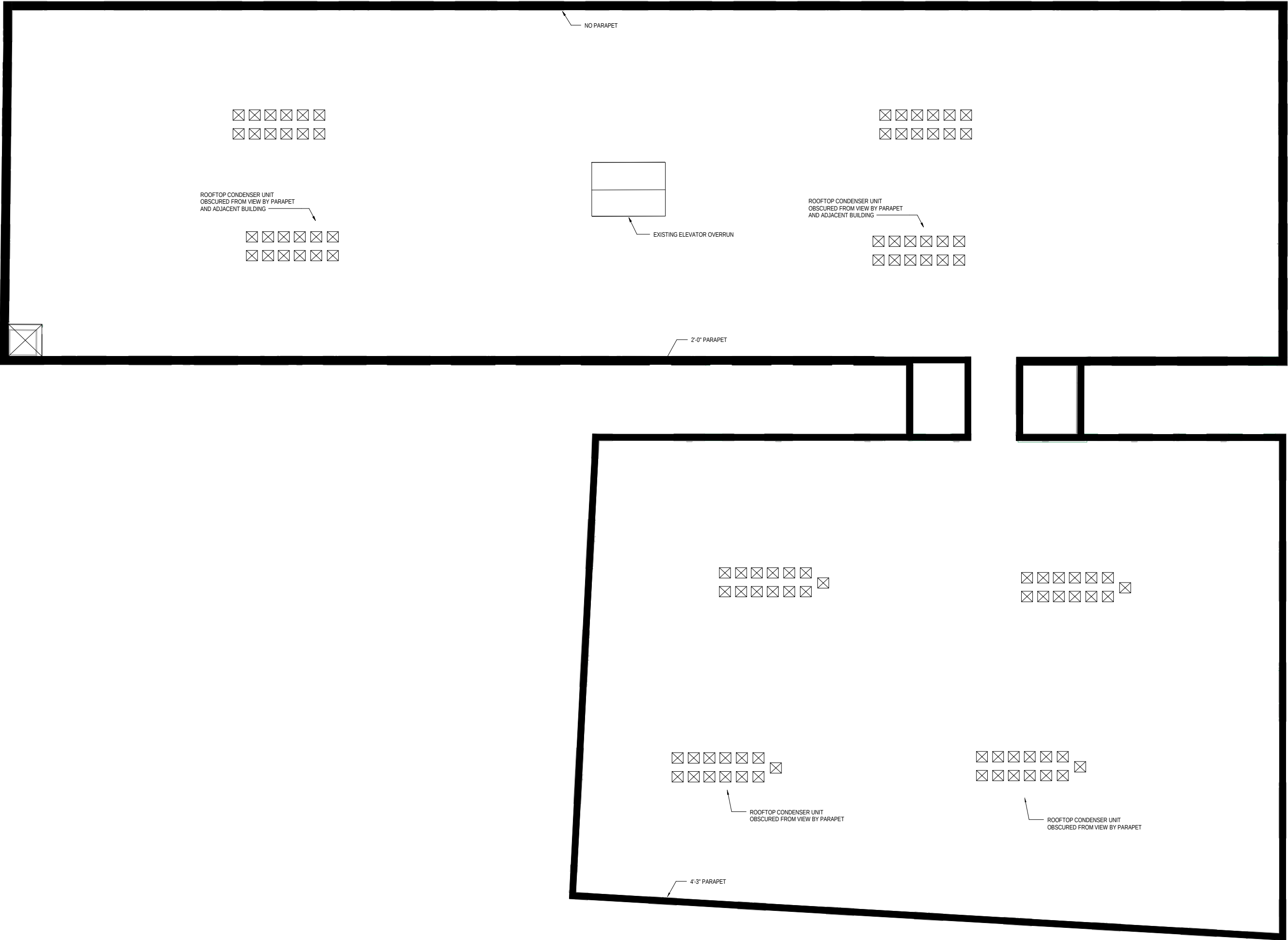




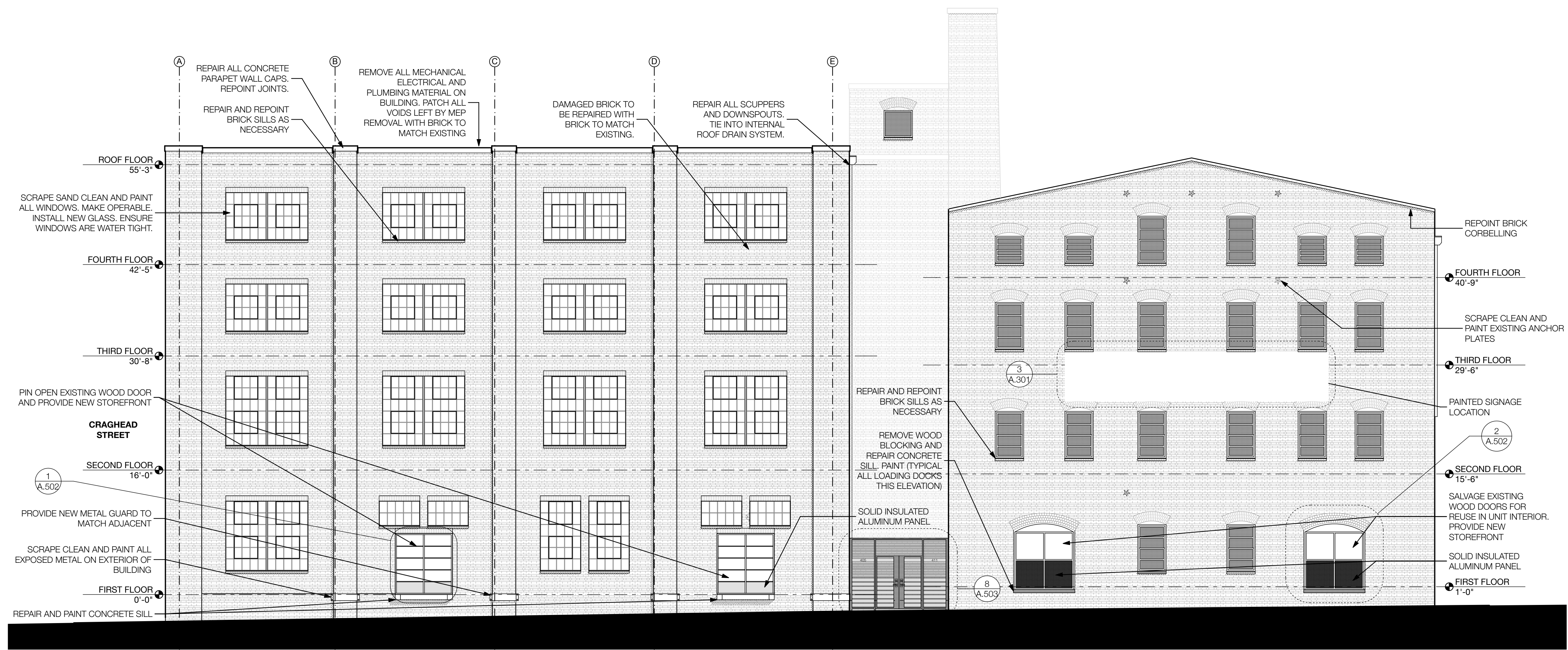
411 Craghead - Proposed Layout  
Third Floor



411 Craghead - Proposed Layout  
Fourth Floor  
51 of 157

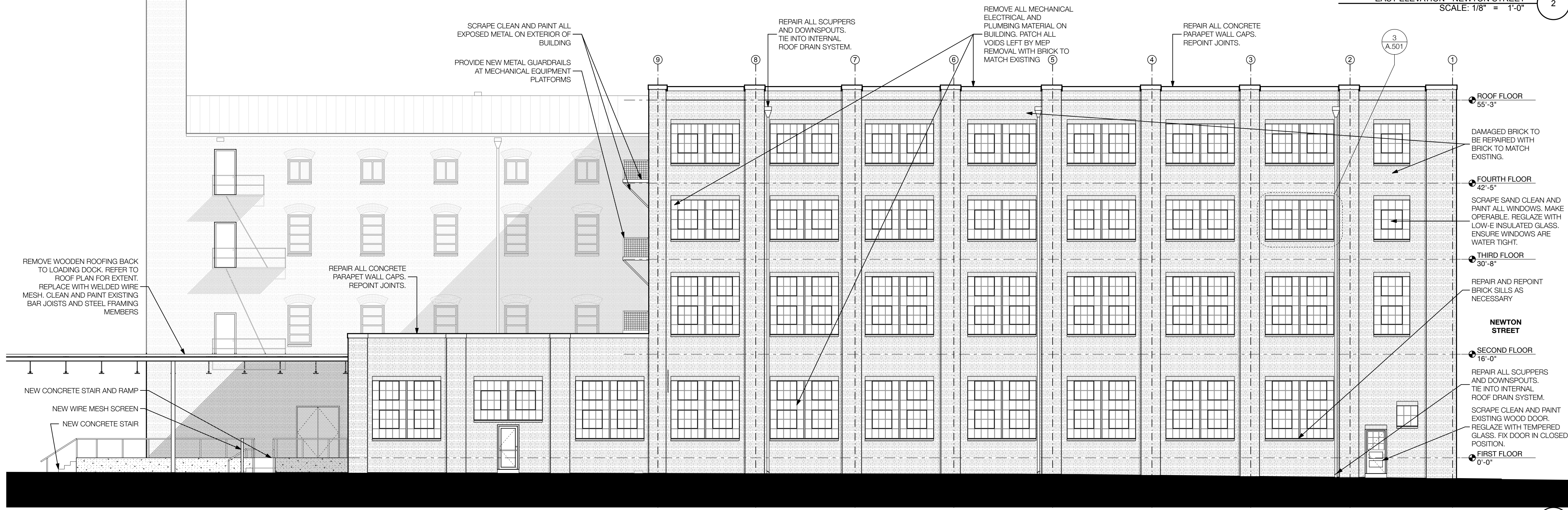


411 Craghead - Proposed Layout  
Roof



EAST ELEVATION - NEWTON STREET  
SCALE: 1/8" = 1'-0"

2



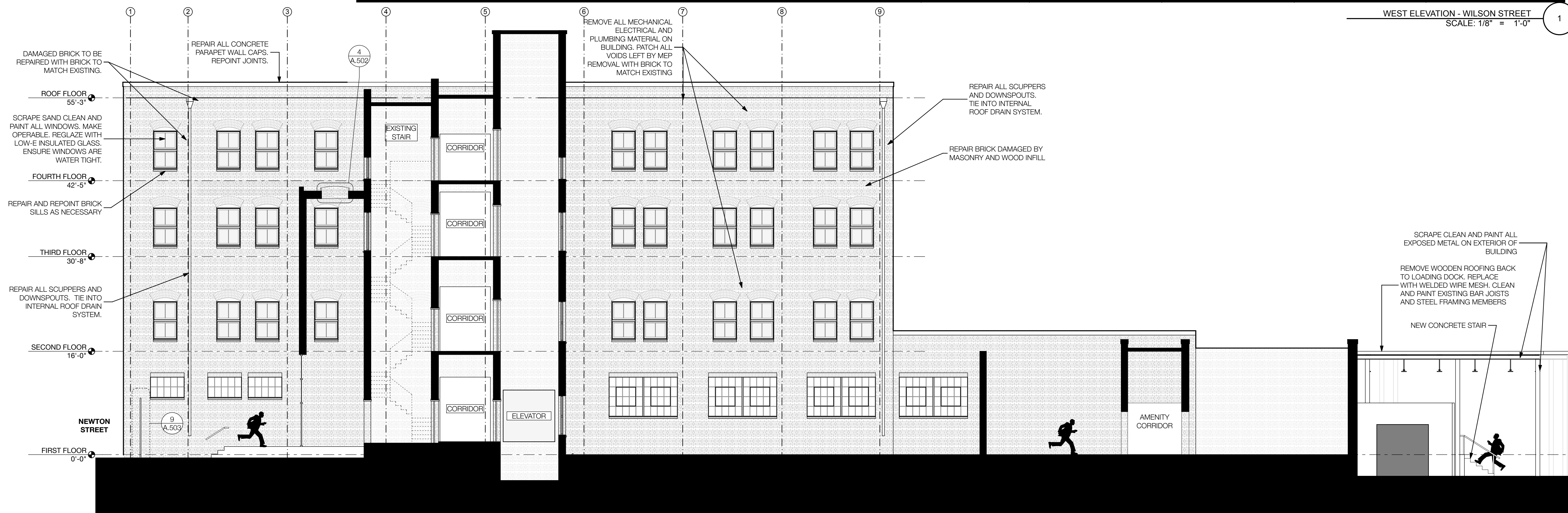
SOUTH ELEVATION - CRAGHEAD STREET  
SCALE: 1/8" = 1'-0"

1



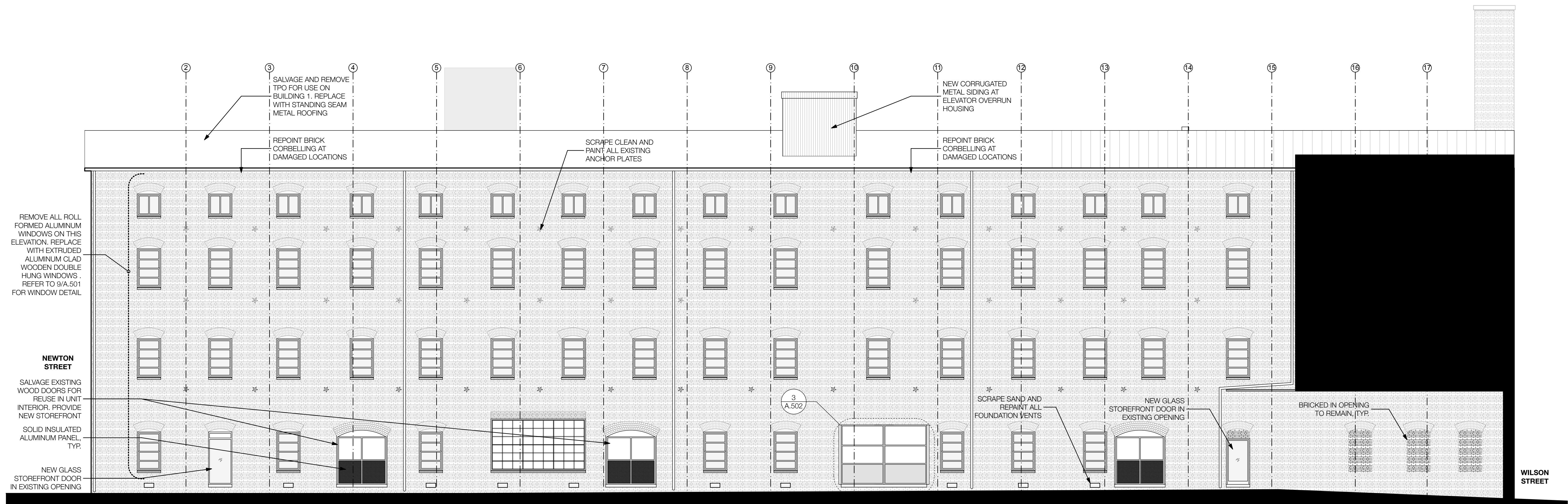
WEST ELEVATION - WILSON STREET  
SCALE: 1/8" = 1'-0"

1



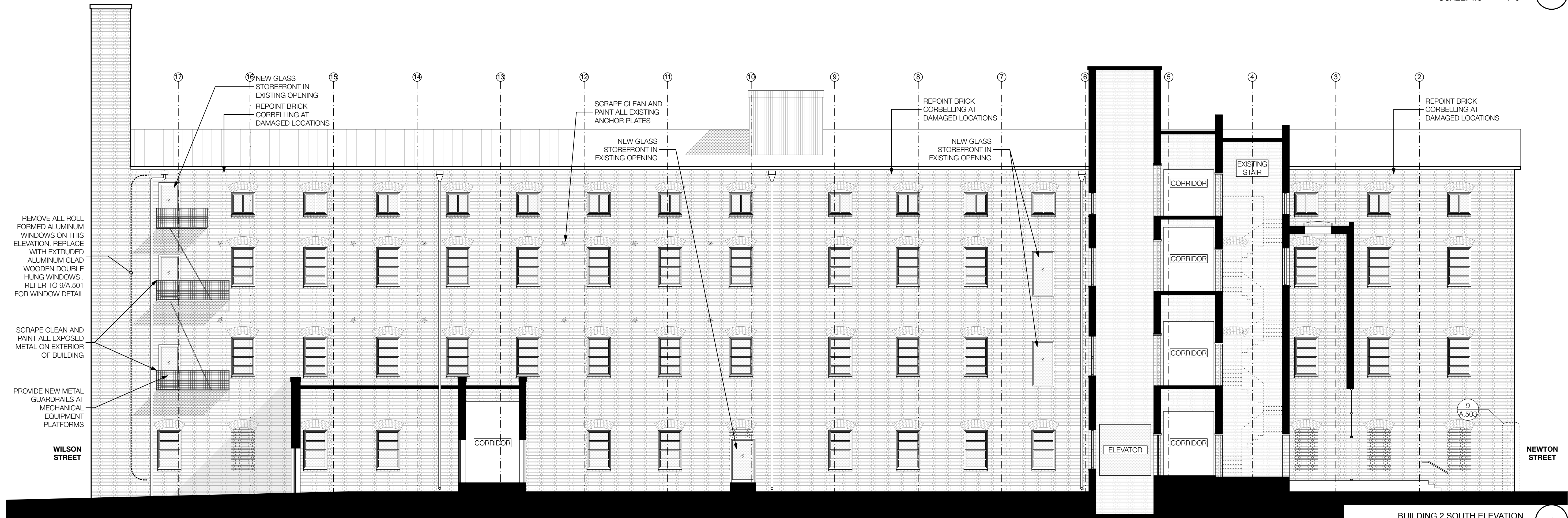
NORTH ELEVATION - BUILDING 1  
SCALE: 1/8" = 1'-0"

2



BUILDING 2 NORTH ELEVATION  
SCALE: 1/8" = 1'-0"

2



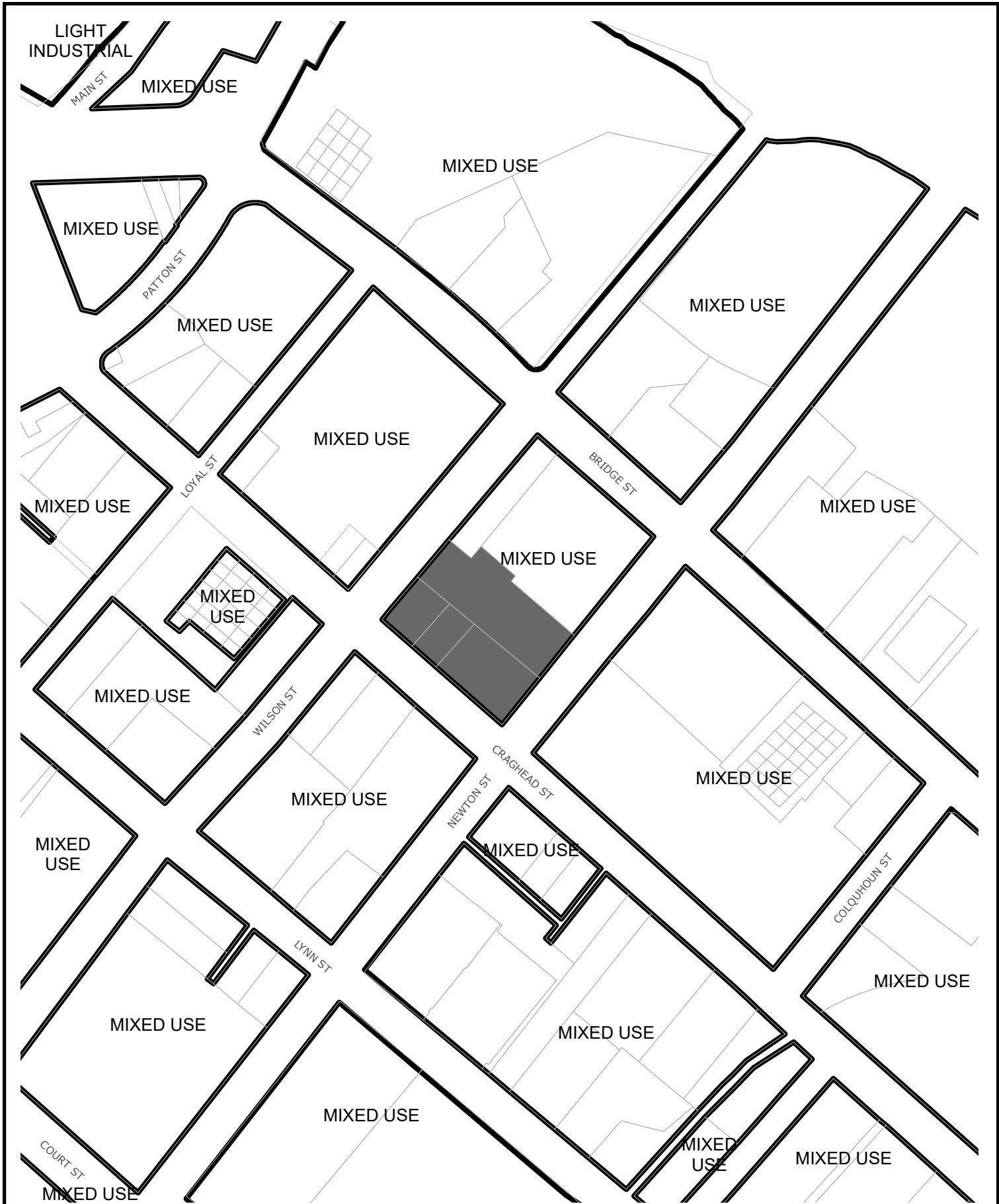
BUILDING 2 SOUTH ELEVATION  
SCALE: 1/8" = 1'-0"

1

## SPECIAL USE PERMIT REQUEST DATA SHEET PLSUP 2021-110

|                                     |                                                                           |
|-------------------------------------|---------------------------------------------------------------------------|
| <b>PUBLIC HEARING DATES:</b>        | APRIL 12, 2021<br>PLANNING COMMISSION AT 3PM                              |
| <b>LOCATION OF PROPERTY:</b>        | NORTH SIDE OF CRAGHEAD STREET                                             |
| <b>PRESENT ZONE:</b>                | TW-C (TOBACCO WAREHOUSE COMMERCIAL ZONING DISTRICT)                       |
| <b>PROPOSED ZONE:</b>               | NO CHANGE                                                                 |
| <b>ACTION REQUESTED:</b>            | THE APPLICANT REQUESTS A SPECIAL USE PERMIT FOR A MAXIMUM DENSITY WAIVER. |
| <b>PRESENT USE OF PROPERTY:</b>     | VACANT                                                                    |
| <b>PROPOSED USE OF PROPERTY:</b>    | MIXED USE                                                                 |
| <b>FUTURE LAND USE DESIGNATION:</b> | US                                                                        |
| <b>PROPERTY OWNER (S):</b>          | RICHMOND CEDAR WORKS LLC                                                  |
| <b>NAME OF APPLICANT (S):</b>       | GARRETT SHIFFLETT                                                         |
| <b>PROPERTY BORDERED BY:</b>        | MIXED USE AND VACANT                                                      |
| <b>ACREAGE:</b>                     | 1.55 ACRES TOTAL                                                          |
| <b>CHARACTER OF VICINITY:</b>       | RIVER DISTRICT                                                            |
| <b>INGRESS AND EGRESS:</b>          | NEWTOWN AND BRIDGE STREETS                                                |
| <b>TRAFFIC VOLUME:</b>              | LOW – 1100 (2019 AADT)                                                    |





## YEAR 2030 LAND USE PLAN FOR AREA SURROUNDING SUBJECT PROPERTY

Prepared by:  
Planning Division  
3/25/2021

Disclaimer: Information contained on this map is to be used for reference purposes only. The City of Danville is not responsible for any inaccuracies herein contained. The City of Danville makes no representation of warranty as to this map's accuracy, and in particular, its accuracy in labeling, dimensions, contours, property boundaries, or placement or location of any map features thereon. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, use or misuse of the information herein provided.



## 2019 AERIAL VIEW OF AREA SURROUNDING SUBJECT PROPERTY



Prepared by:  
Planning Division  
3/25/2021

Disclaimer: Information contained on this map is to be used for reference purposes only. The City of Danville is not responsible for any inaccuracies herein contained. The City of Danville makes no representation of warranty as to this map's accuracy, and in particular, its accuracy in labeling, dimensions, contours, property boundaries, or placement or location of any map features thereon. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, use or misuse of the information herein provided.

# Council Letter

## City of Danville, Virginia



**CL-2542**

**New Business C.**

**City Council Regular Meeting**

**Meeting Date:** 05/04/2021

**Subject:** Consideration of Granting a Special Use Permit to Waive Yard Requirements at 1340 Goodyear Boulevard.

**From:** Doug Plachcinski, Planning Division Director

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### **COUNCIL ACTION**

Business Meeting: 05/04/2021

### **SUMMARY**

Special Use Permit Application PLSUP 2021-72, filed by Danville Tree Care LLC, on behalf of Philip and Charles Winstead, requests a Special Use Permit for a yard requirement waiver in accordance with Article 3.O Section C.25. of the Danville Zoning Ordinance at 1340 Goodyear Boulevard (Parcel ID# 23011). The applicant requests a Special Use Permit for a yard requirement waiver to replace a non-conforming building that a fire completely destroyed in the LED-I Light Economic Development – Industrial Zoning District.

### **BACKGROUND**

This applicant would like to rebuild their operations building in the same location where it previously existed, prior to a fire that totally destroyed the legal non-conforming structure. The requested setback is eight (8') feet and the required setback is 30'.

The Planning Commission, at their April 12, 2021 meeting, voted 7-0 to recommend approval of Special Use Permit Application PLSUP2021-72.

### **RECOMMENDATION**

The Planning Commission recommends that City Council adopt an Ordinance granting a Special Use Permit for a yard requirement waiver in accordance with Article 3.O Section C.25. of the Danville Zoning Ordinance at 1340 Goodyear Boulevard, Parcel ID# 23011.

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### **Attachments**

Ordinance

PLANNING BACKUP

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Presented: \_\_\_\_\_

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

ORDINANCE NO. 2021\_\_\_\_\_.\_\_\_\_\_

AN ORDINANCE GRANTING SPECIAL USE PERMIT APPLICATION 2021-72 FOR A YARD REQUIREMENT WAIVER IN ACCORDANCE WITH ARTICLE 3.O SECTION C.25. OF THE DANVILLE ZONING ORDINANCE AT 1340 GOODYEAR BOULEVARD, PARCEL ID# 23011.

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Danville, Virginia, that the report of the Planning Commission recommending approval of Special Use Permit Application PLSUP-2021-72, filed by Danville Tree Care, LLC on behalf of Philip and Charles Winstead requesting a Special Use Permit for a yard requirement waiver in accordance with Article 3.O Section C.25. of the Danville Zoning Ordinance at 1340 Goodyear Boulevard, Parcel ID# 23011, is hereby received; and

BE IT FURTHER ORDAINED THAT in consideration of said report and the public hearing this day held by Council, Special Use Permit Application PLSUP-2021-72, filed by Danville Tree Care, LLC on behalf of Philip and Charles Winstead requesting a Special Use Permit for a yard requirement waiver in accordance with Article 3.O Section C.25. of the Danville Zoning Ordinance at 1340 Goodyear Boulevard (Parcel ID# 23011), is hereby approved.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

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

APPROVED AS TO  
FORM AND LEGAL SUFFICIENCY:

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CITY ATTORNEY



**City of Danville**  
427 Patton Street, Suite 208  
Danville VA, 24541  
Phone: (434) 799-5260

## ***City Planning Commission***

# **RECOMMENDATION**

DATE: APRIL 16, 2021  
TO: CITY COUNCIL  
FROM: CITY PLANNING COMMISSION  
**RE: SPECIAL USE PERMIT APPLICATION 2021-72**

### **REQUEST**

Special Use Permit Application PLSUP 2021-72, filed by Danville Tree Care LLC on behalf of Philip and Charles Winstead requests a Special Use Permit for a yard requirement waiver in accordance with Article 3.0 Section C.25. of the Danville Zoning Ordinance at 1340 Goodyear Boulevard (Parcel ID# 23011). The applicant requests a Special Use Permit for a yard requirement waiver to replace a non-conforming building that a fire completely destroyed in the in the LED-I Light Economic Development – Industrial Zoning District.

This applicant would like to rebuild their operations building in the same location where it previously existed prior to a fire that totally destroyed the legal non-conforming structure. The requested setback it eight (8') feet and the required setback is 30'.

### **RECOMMENDATION**

The Planning Commission, at their April 12, 2021 meeting, voted 7-0 to recommend approval of Special Use Permit Application PLSUP2021-072.

Mr. Harold E. Garrison, Chair

### **RESPONSES**

Nine (9) notices were sent to surrounding property owners within three hundred (300) feet of the subject property. Two (2) responses were received, Two (2) unopposed (Barbour & Harrell).



## City of Danville

427 Patton Street, Suite 208  
Danville VA, 24541  
Phone: (434) 799-5260

# City Planning Commission

## STAFF REPORT

DATE: April 7, 2021  
TO: Planning Commission  
FROM: Doug Plachcinski, Planning Division Director + Zoning Administrator  
RE: **SPECIAL USE PERMIT APPLICATION - 1340 GOODYEAR BOULEVARD**

**Special Use Permit Application PLSUP 2021-072, filed by Danville Tree Care LLC on behalf of Philip and Charles Winstead requests a Special Use Permit for a yard requirement waiver in accordance with Article 3.O Section C.25. of the Danville Zoning Ordinance at 1340 Goodyear Boulevard (Parcel ID# 23011). The applicant requests a Special Use Permit for a yard requirement waiver to replace a non-conforming building that a fire completely destroyed in the in the LED-I Light Economic Development - Industrial Zoning District.**

### BACKGROUND

This applicant would like to rebuild their operations building in the same location where it previously existed prior to a fire that totally destroyed the legal non-conforming structure. The requested setback is eight (8') feet and the required setback is 30'.

The Planning Division sent nine (9) notices to surrounding property owners within 300' feet of the subject property.

### STAFF ANALYSIS AND RECOMMENDATION

The applicants, Danville Tree Care LLC, applied to the Planning Division for a yard requirement waiver in the LED-I Zoning District. The application is attached to this report.

The City may allow a yard requirement waiver in the LED-I Zoning District. (Chapter 41 Zoning Ordinance, Article 3.O. §C.25.).

The Comprehensive Plan puts the subject property in the Airport/Industrial planning area. The future land use designation for the subject parcel is 'Mixed Use'. If approved, the Special Use Permit is in harmony with the LED-II Zoning District which is established to provide locations within master planned "business park" environments for research technology, development and training, corporate employment offices, and light manufacturing and warehousing operating under high environmental performance standards.

The neighboring adjacent properties on Goodyear Boulevard are also industry-oriented. If granted, this proposed Special Use Permit is in harmony with the character of adjacent properties and the surrounding neighborhoods and also with existing and proposed development, is adequately serviced by streets, drainage, fire protection and public water + sewer, will not negatively impact any ecological, scenic, or historic community assets, and will not hinder or discourage the appropriate development or use of adjacent properties and surrounding neighborhoods.

Danville City Code allows City Council impose any conditions necessary to assure that the proposed use will conform to zoning ordinance requirements. The Planning Division recommends approving this project as proposed and that the Planning Commission endorse Special Use Permit Application PLSUP-2021-72 for City Council approval.

### **CITY PLANNING COMMISSION ALTERNATIVE ACTIONS**

1. Recommend approval of Special Use Permit Application PLSUP-2021-72 as submitted;
2. Recommend approval of Special Use Permit Application PLSUP-2021-72 with conditions per Staff;
3. Recommend approval of Special Use Permit Application PLSUP-2021-72 with conditions per Planning Commission; or
4. Recommend denial of Special Use Permit Application PLSUP-2021-72.

### **ATTACHMENTS**

- ✓ Application
- ✓ Data Sheet
- ✓ Property Ownership/Zoning Map
- ✓ Existing Land Use Map
- ✓ Future Land Use Map



**City of Danville**  
Community Development  
Planning Division

**PLANNING COMMISSION  
SPECIAL USE PERMIT APPLICATION**

**PLANNING DIVISION PROVIDED INFORMATION**

Application #: \_\_\_\_\_ PC Meeting Date: \_\_\_\_\_  
Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_  
Parcel ID: \_\_\_\_\_ Address: \_\_\_\_\_  
Existing Zoning: \_\_\_\_\_ Future Land Use: \_\_\_\_\_

**APPLICANT PROVIDED INFORMATION**

Property Location (address/ID#): 1340 Goodyear Blvd  
Applicant: Philip Winstead Danville Tree Care, Inc.  
Applicant's Address: P O Box 719 Danville, VA 23543  
Applicant's Phone Number: 434-441-6014  
Applicant's E-mail: arborman1235@hotmail.com  
Describe Proposed Development: Replace building destroyed by fire using the  
existing concrete foundation that is 8 feet from the property line

**Article 6 Section B. General Standards and Criteria for Special Use Permit Review. Please explain how the Special Use Permit request meets the following review standards and criteria:**

1. The proposed use shall be: a. in harmony with the adopted Comprehensive Plan; b. in harmony with the intent and purpose of the zoning district in which the use is proposed to be located; and c. in harmony with the character of adjacent properties and the surrounding neighborhoods and also with existing and proposed development.

The proposed replacement will be of metal construction that will blend in much better with the surrounding buildings

2. The proposed use shall be adequately served by essential public services such as streets, drainage facilities, fire protection and public water and sewer facilities:

The building will use existing water and sewer lines and not change the drainage pattern established

3. The proposed use shall not result in the destruction, loss or damage of any feature determined to be of significant ecological, scenic or historic importance:

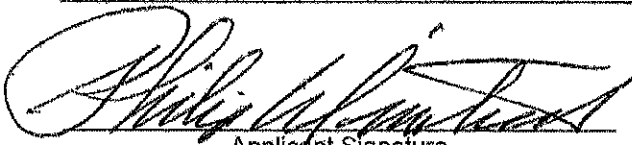
the original building was built in the 1970s and was not of any significant importance

---

4. The proposed use shall be designed, sited and landscaped so that the use will not hinder or discourage the appropriate development or use of adjacent properties and surrounding neighborhoods:

we will ensure the building will not interfere with adjacent properties

---



Applicant Signature

Property Owner Signature  
(if not applicant)

**Article 6. Section D. Application Requirements for Special Use Permit.**

1. An application for a special use permit shall be made by the owner, contract purchaser with the owner's written consent, or the owner's agent, of the property on which the proposed use is to be located. The application shall be submitted to the Director of Planning/Zoning Administrator, and shall be accompanied by the filing fee as established by the City Council.
2. If the request for a special use permit has been denied by City Council, a request in substantially the same form shall not be resubmitted within one (1) year of the date of denial.
3. The application shall include the following information:
  - a. A preliminary site plan in accordance with the Site Plan Regulations.
  - b. A description of the proposed use and, where applicable, the hours of operation and the proposed number of employees/patrons.
  - c. A written statement of proposed project compatibility with the following:
    - (1.) The Comprehensive Plan.
    - (2.) The applicable zoning district.
    - (3.) The surrounding properties.
    - (4.) Current and future neighborhood conditions.
    - (5.) Pedestrian and vehicular traffic patterns, on-site and off-site.
    - (6.) Adequate public facilities.
  - d. When requested by the Director of Planning/Zoning Administrator, the Planning Commission, or the City Council, the following information shall be provided by the applicant:
    - (1.) The architectural elevations and floor plans of proposed building(s).
    - (2.) Traffic impact analysis.
    - (3.) Fiscal impact analysis.
    - (4.) Parking and site circulation analysis.
    - (5.) Photographs of property and surrounding area.
    - (6.) Environmental impact statement.

# Eagle Carports



210 Airport Rd. Mt. Airy, NC 27030  
Toll: 800.579.8589 Fax: 336.719.2091

## AUTHORIZED DEALER

Dealer ID D0010650-05-VA  
Dealer Name Hometown Sheds  
Phone Number 434-835-2258  
Order Date 1/25/2021

## SHIP TO

Name Charles Winstead  
Install Address 1340 Goodyear Blvd  
City Danville State VA Zip Code 24541  
County Email danville@htsheds.com  
Cell # 434-441-6015 Phone # 434-441-6014

| BUILDING INFO |                                                                            | SIZE                   | COLOR            | ANCHORING & RATING   |                                                                     |
|---------------|----------------------------------------------------------------------------|------------------------|------------------|----------------------|---------------------------------------------------------------------|
| ROOF STYLE    | Vertical Style                                                             | 30' 60' 13'            | ROOF Patriot Red | INSTALLATION SURFACE | Cement                                                              |
| BUILDING TYPE | 3D Builder                                                                 | WIDTH X FRAME X HEIGHT | SIDES/ENDS White | GROUND ANCHOR        | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO |
| FRAMING GAUGE | <input checked="" type="checkbox"/> 14 GA. <input type="checkbox"/> 12 GA. | LENGTH                 | TRIM Patriot Red | WIND/SNOW RATING     | 140MPH / 35PSF                                                      |

**LOT MUST BE LEVEL, NO MORE THAN 3" OFF-LEVEL, AND CLEAR OF OBSTACLES OR UNIT MAY NOT BE INSTALLED**

Customers may incur extra labor fees if additional labor is required to install unit because of un-level surfaces, or for building over obstacles. Furthermore, inability of installation due to before mentioned circumstances could result in restocking fee.

READY FOR INSTALLATION? ☐ YES ☒ NO  
NOTE: ROOF IS 1FT. LONGER THAN FRAME LENGTH

IS YOUR SURFACE LEVEL? ☒ YES ☐ NO  
ELECTRICITY AVAILABLE? ☒ YES ☐ NO

| DESCRIPTION                               | QTY | UNIT PRICE | PRICE      | TOTALS                       |
|-------------------------------------------|-----|------------|------------|------------------------------|
| Style: Triple Wide (26' to 30' Wide)      |     |            |            | SUBTOTAL 24676.1             |
| Deluxe (Wainscot): Patriot Red            |     |            |            | TAX + 5.30 % 1307.83         |
| Gable Ends Deluxe (Wainscot): Patriot Red |     |            |            | PRICE 25983.83               |
| Side Walls Deluxe (Wainscot): Patriot Red |     |            |            | DOWN PAYMENT 18.00 % 4441.68 |
| Base Price: 30'x60'                       | 1   | \$9,190.00 | \$9,190.00 | DISCOUNT \$0.00              |
| Leg Height: 13'                           | 1   | \$2,780.00 | \$2,780.00 | EXTRA LABOR + \$0.00         |
| Left Side: Fully Enclosed                 | 1   | \$1,315.00 | \$1,315.00 | EQUIP. FEE + \$0.00          |
| Ends: Fully Enclosed                      | 2   | \$1,945.00 | \$3,890.00 | BALANCE DUE 21542.15         |
| 24W x 36H Windows                         | 3   | \$150.00   | \$450.00   | CARD BALANCE 2.50 %          |
| Walk-In Door - Square Window (36x80)      | 1   | \$275.00   | \$275.00   | DUE                          |
| 12x12' Garage Door (certified)            | 1   | \$2,150.00 | \$2,150.00 |                              |
| 2" Fiberglass Insulation: Roof            | 1   | \$3,416.00 | \$3,416.00 |                              |
| Sidewall Header Bar                       | 1   | \$125.00   | \$125.00   |                              |
| Right Side 11ft                           | 1   | 1085       |            |                              |

## PURCHASER AGREEMENT (See reverse side for terms and conditions)

No Card Fee: CO, KS, OK, TX

Eagle Carports reserves the right to correct any balance/pricing errors. Eagle Carports holds the right to repossess any buildings not paid in full upon installation. A labor charge will be added for any additional labor such as cutting posts to level carports, building over objects such as RV's & moving materials to remote locations, etc... Customer is responsible for pulling permits. Customer understands that all building frames are 1' shorter than roof lengths.

By signing this agreement, customer understands and agrees with all terms and conditions found on both the front and back of this document.

Customer Signature

Date

With customer present at time of installation, customer will sign below to signify acceptance of unit as installed.

Customer Signature

Date

## Office Use:

☐ CREDIT CARD ☐ MONEY ORDER  
☐ CASHIER'S CHECK ☐ OTHER

Installer Signature:

Notes:

## PURCHASER AGREEMENT

### Prices, Payment and Risk of Loss

a.) Prices contained in Seller's published price lists, if any, are subject to change without notice. Prices in individual written quotations or proposals are firm only for a period of (30) days from the date of the quotation after which Buyer should inquire of Seller as to their validity and request a written confirmation or revision. Prices do not include taxes. Buyer agrees to pay all applicable sales or other taxes levied with respect to Goods (and replacements) in the Agreement, unless exempt therefrom. All prices are in United States dollars. Buyer shall pay all government fees levied on the installation and inspection of the Goods. Buyer shall pay upon receipt of all invoices rendered by Seller for any such items Seller may pay and for the Goods.

b.) Eagle Carports reserves the right to update or change any pricing discrepancies made by dealer.

c.) Seller may unilaterally increase prices to cover increased costs (plus reasonable overhead and profit) of design, materials, and manufacturing required by changes requested by Buyer after the date of any quotation. An additional labor charge will be added to orders for buildings being installed over RVs, Campers, Large Obstacles, Retaining Walls, Docks, Decks, Over Fences, etc.

d.) Customer expressly agrees that the carport/garage/barn/etc., shall remain property of Eagle Carports until payment is made in full.

e.) Eagle Carports hereby retains a purchase money security interest in said building as set forth in Section 9 of the Uniform Commercial Code as enacted in the state where building is being installed. Failure to pay will result in repossession of unit. This does not relieve the customer from liability for specific performance of the contract including legal fees and court costs, at the sellers expense.

f.) Balance due to be paid in FULL at time of completion of building, to Eagle Carports by Cashiers-check, Money Order, Visa, MasterCard, American Express, or Discover Card. NO PERSONAL CHECKS OR COMPANY CHECKS will be accepted.

g.) Eagle Carports holds the right to make any exceptions to the above clause if payment is made in check and the check is returned NSF, Buyer will be responsible for additional expenses incurred by Seller as a result of the returned check. Seller reserves the right to change additional fees as allowed by law for checks returned NSF. These fees include a \$35 service charge.

h.) Eagle Carports will not be responsible for down payment refunds. The independent dealer will have this responsibility if a refund is legally due.

i.) Eagle Carports reserves the right to cancel any order at anytime.

j.) A restock fee of 5% or \$150 will be added for customer cancellations within 72 hours of installation date. Restock fees will also be applicable to unprepared and unlevel sites.

**Delivery.** Shipping and installation dates are estimated based on Seller's present engineering and manufacturing capacity and scheduling, and may be revised by Seller upon receipt or scheduling of Buyer's order. All shipping dates are approximate and shall be computed from the date of entry of the order on Seller's books. All shipping orders or acceptance, letter of credit, down payment, and other conditions as specified in the Agreement, and of all drawings, information and approvals necessary to provide the Goods and to grant any credit proposed in the Agreement. Delivery dates may be rescheduled due to bad weather conditions, installer running behind, accidents, etc. Buyer agrees to give Seller up to 3 installation attempts to deliver said product.

**Workmanship Warranty.** All buildings have a 90 day workmanship warranty effective upon day of installation (manufactured panels are warranted for 20 years assuming regular care and maintenance, - installation workmanship is warranted for 90 days - vertical roofs are warranted for 20 years). Any installation concern must be reported within 30 days beginning the date of installation. Eagle Carports is not liable for any damages as a result of any inclement weather. Uneven lots, and customer modifications will void said warranty.

a.) Eagle Carports strongly recommends buildings longer than 31 foot to be vertical roofs to avoid possible leaks and or rust in between seams. Buildings purchased 32 foot or longer that do not have vertical roofs will forfeit the 20 year limited warranty on panning.

b.) Base Price reflects only roof & framing; sides, ends, etc., are optional features. Frames on all buildings are 1 foot shorter than roof length. Roofs have 6" overhang on front and back. Frame lengths are as follows: 21'x20' Frame, 26'x25' Frame, and so on. Cement pad to match frame length.

**Customer Responsible for Locating Underground Utilities.** It is the responsibility of the customer to provide the factory approved independent contractor installers with the location of any underground cables, gas lines, or other utilities. This may include contacting the utility company to request that the locations of the underground utilities be marked. Eagle Carports is not responsible for any damage caused to underground utilities. Customer agrees to indemnify and hold harmless Eagle Carports from any liability and costs, including attorney fees, for such damages. Customer is responsible for obtaining building permits as needed for installation.

**Warranty Disclaimer.** There are no warranties which extend beyond the description on the face hereof. The warranties in this agreement are in lieu of all other warranties express or implied, including without limitation, any warranties of merchantability or fitness for a particular purpose, which are expressly disclaimed. Buyer must have original copy of this document at time of claim.

**Limitation on Liability.** In no event will seller be liable to buyer and/or any third parties for any incidental damages, consequential damages, special damages, exemplary damages or labor charges, including without limitation lost revenues and profits, even if it has been advised of the possibility of such damages. Buyer must have original copy of this document at time of claim.

**Warranty Limited to Original Purchaser.** This warranty extends only to the original purchaser of the product warranted by this document. Buyer must have original copy of this document at time of claim. Said warranty does not extend to transferee owners of the product.

**Exclusions and Limitations.** Eagle Carports does not warrant any products not installed and anchored by a factory-approved installer utilizing a factory approved anchoring system. Installation by anyone other than a factory approved installer utilizing a factory approved system will VOID your warranty. Damages from improper anchoring, strong winds, snow or ice are not considered defects. Eagle Carports does not warrant or guarantee any product in snow or ice to prevent collapse. Eagle Carports does not warrant any temporary anchoring systems (e.g. rebar) utilized by the customer, nor shall Eagle Carports be in any way responsible for damage caused by the use of such temporary anchoring systems. Additionally, Eagle Carports does not warrant any damages caused to product resulting from movement of the structure from the original installation point.

**Modification of Structure Voids Warranty.** Any modification, addition, deletion, substitution, etc. to the structure without express written design approval by Eagle Carports will VOID all warranties. Our products are designed and specifically engineered to provide superior performance as manufactured. Any changes to the design by the Buyer could compromise the structural integrity of the unit.

### Claims Procedure.

a.) Eagle Carports must have a reasonable opportunity to inspect the claim and not begin any repairs prior to said inspection or the terms of the warranty could be voided. Eagle Carports holds the right to require proof (e.g. photos), if needed, via e-mail or mail before writing up any repairs and/or claim.

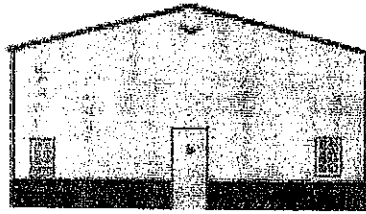
b.) Any claims beyond this document involving litigation or arbitration will be disputed in the Surry County District Court.

I have read and completely understand the above terms and give my approval of installation of the unit as described on the front page of this document. ALL TERMS ABOVE AGREED TO BY CUSTOMER.

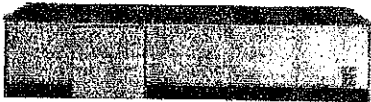
Customer Signature \_\_\_\_\_ Date 1/25/21



Perspective View



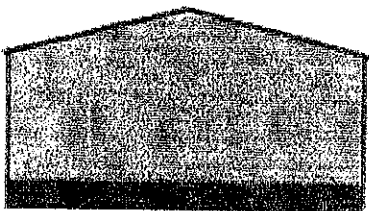
Front



Left Side

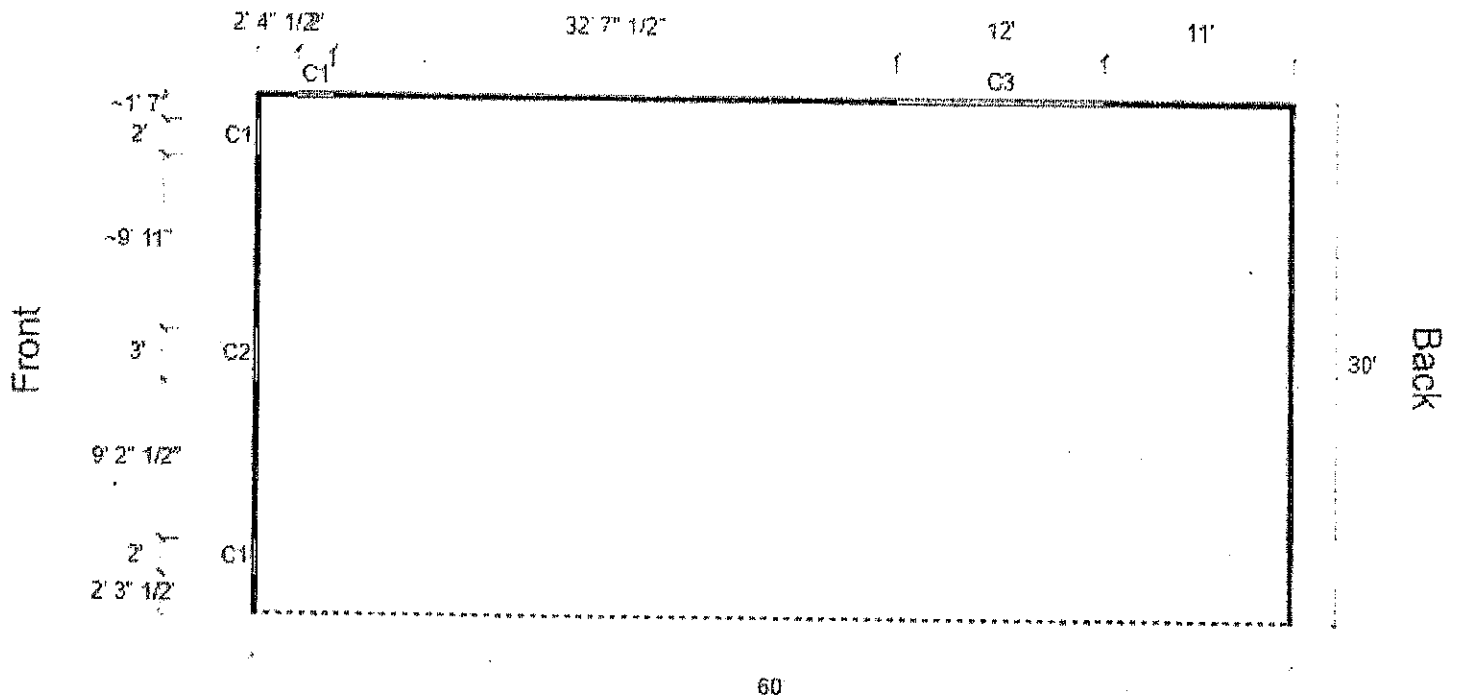


Right Side



Back

Left



Right

Symbol Legend:

- C1: 24W x 36H Windows
- C2: Walk-in Door - Square Window (36x80)
- C3: 12'x12' Garage Door (certified)

Floorplan

## SPECIAL USE PERMIT REQUEST DATA SHEET PLSUP 2021-110

|                                     |                                                                                                      |
|-------------------------------------|------------------------------------------------------------------------------------------------------|
| <b>PUBLIC HEARING DATES:</b>        | APRIL 12, 2021<br>PLANNING COMMISSION AT 3PM                                                         |
| <b>LOCATION OF PROPERTY:</b>        | SOUTHSIDE OF GOODYEAR BOULEVARD                                                                      |
| <b>PRESENT ZONE:</b>                | LED-I LIGHT ECONOMIC DEVELOPMENT – INDUSTRIAL ZONING DISTRICT                                        |
| <b>PROPOSED ZONE:</b>               | NO CHANGE                                                                                            |
| <b>ACTION REQUESTED:</b>            | THE APPLICANT REQUESTS A SPECIAL USE PERMIT FOR A REQUIRED YARD WAIVER TO REBUILD DESTROYED BUILDING |
| <b>PRESENT USE OF PROPERTY:</b>     | TREE SERVICE                                                                                         |
| <b>PROPOSED USE OF PROPERTY:</b>    | SAME                                                                                                 |
| <b>FUTURE LAND USE DESIGNATION:</b> | MIXED USE                                                                                            |
| <b>PROPERTY OWNER (S):</b>          | WINSTEAD                                                                                             |
| <b>NAME OF APPLICANT (S):</b>       | DANVILLE TREE CARE                                                                                   |
| <b>PROPERTY BORDERED BY:</b>        | MIXED USE AND VACANT                                                                                 |
| <b>ACREAGE:</b>                     | ~3 ACRES TOTAL                                                                                       |
| <b>CHARACTER OF VICINITY:</b>       | LIGHT INDUSTRIAL                                                                                     |
| <b>INGRESS AND EGRESS:</b>          | GOODYEARD BOULEVARD                                                                                  |
| <b>TRAFFIC VOLUME:</b>              | MODERATE – 4300 (2019 AADT)                                                                          |

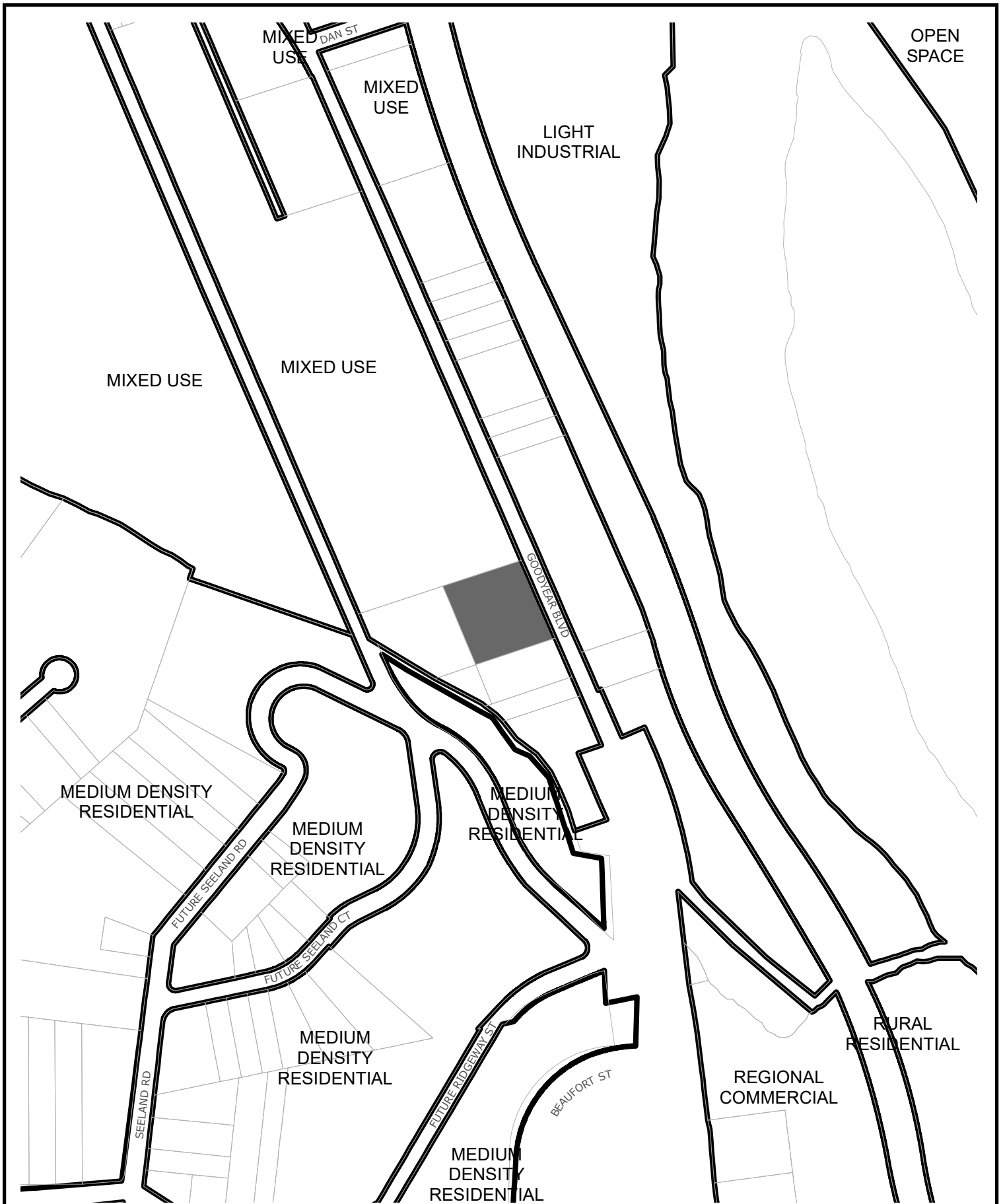


## SURROUNDING PROPERTY OWNERS AND ZONING WITHIN 300 FEET OF SUBJECT PROPERTY



Prepared by:  
Planning Division  
4/6/2021

Disclaimer: Information contained on this map is to be used for reference purposes only. The City of Danville is not responsible for any inaccuracies herein contained. The City of Danville makes no representation of warranty as to this map's accuracy, and in particular, its accuracy in labeling, dimensions, contours, property boundaries, or placement or location of any map features thereon. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, use or misuse of the information herein provided.



## YEAR 2030 LAND USE PLAN FOR AREA SURROUNDING SUBJECT PROPERTY

Prepared by:  
Planning Division  
4/6/2021

Disclaimer: Information contained on this map is to be used for reference purposes only. The City of Danville is not responsible for any inaccuracies herein contained. The City of Danville makes no representation of warranty as to this map's accuracy, and in particular, its accuracy in labeling, dimensions, contours, property boundaries, or placement or location of any map features thereon. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, use or misuse of the information herein provided.



## 2019 AERIAL VIEW OF AREA SURROUNDING SUBJECT PROPERTY



Prepared by:  
Planning Division  
4/6/2021

Disclaimer: Information contained on this map is to be used for reference purposes only. The City of Danville is not responsible for any inaccuracies herein contained. The City of Danville makes no representation of warranty as to this map's accuracy, and in particular, its accuracy in labeling, dimensions, contours, property boundaries, or placement or location of any map features thereon. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, use or misuse of the information herein provided.

# Council Letter

## City of Danville, Virginia



**CL-2543**

**New Business D.**

### **City Council Regular Meeting**

**Meeting Date:** 05/04/2021

**Subject:** Consideration of a Zoning Ordinance Text Amendment to Establish a new C-E Casino Entertainment Zoning District

**From:** Doug Plachcinski, Planning Division Director

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### **COUNCIL ACTION**

Business Meeting: 05/04/2021

### **SUMMARY**

This request is to amend Chapter 41 entitled "Zoning Ordinance" of the Code of the City of Danville, Virginia, 1986 as amended. Specifically, to add a new article 3.V Casino Entertainment (C-E) District establishing zoning district purpose, permitted uses, uses permitted by special use permit, lot size requirements, bulk regulations, parking, exterior lighting, signs, noise, landscape and open space, and additional requirements.

### **BACKGROUND**

This item creates a new Zoning District with use and development standards for the future casino + entertainment complex development at the former Schoolfield mill site. The attached ordinance is a product of conversations between Caesar's and City staff.

### **PROPOSED ADOPTION TIMELINE:**

- March 8 - Planning Commission initiates zoning ordinance text amendment;
- March 16 - City Council work session;
- March 18 - Draft to Caesar's for input;
- April 12 - Planning Commission public hearing and text amendment recommendation to City Council;
- May 4 - City Council public hearing and zoning ordinance text amendment ordinance adoption;
- June 7 - Planning Commission public hearing and Schoolfield Site rezoning recommendation to City Council;
- July 6 - City Council public hearing and Schoolfield Site rezoning ordinance adoption.

### **RECOMMENDATION**

The Planning Commission, at their April 12, 2021 meeting, voted 7-0 to recommend approval of the C-E Casino Entertainment Zoning District.

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**Attachments**

Ordinance  
PLANNING BACKUP

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

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

ORDINANCE NO. 2021-\_\_\_\_.\_\_\_\_

AN ORDINANCE AMENDING CHAPTER 41 ENTITLED "ZONING ORDINANCE" OF THE CODE OF THE CITY OF DANVILLE, VIRGINIA, 1986, AS AMENDED, MORE SPECIFICALLY BY ADDING NEW ARTICLE 3.V CASINO ENTERTAINMENT (C-E) DISTRICT ESTABLISHING ZONING DISTRICT PURPOSES, PERMITTED USES, USES PERMITTED BY SPECIAL USE PERMIT, LOT SIZE REQUIREMENTS, BULK REGULATIONS, PARKING, EXTERIOR LIGHTING, SIGNS, NOISE, LANDSCAPE AND OPEN SPACE, AND ADDITIONAL REQUIREMENTS..

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Danville, Virginia, that the report of the City Planning Commission recommending approval of amendments to Chapter 41 entitled "Zoning Ordinance" of the Code of the City of Danville, Virginia, 1986, as amended, more specifically, to add a new article 3.V Casino Entertainment (C-E) District establishing zoning district purposes, permitted uses, uses permitted by special use permit, lot size requirements, bulk regulations, parking, exterior lighting, signs, noise, landscape and open space, and additional requirements., be, and the same is hereby, received; and

BE IT FURTHER ORDAINED by the Council in consideration of said report and the public hearing this day held by Council, that a new article 3.V Casino Entertainment (C-E) District, establishing zoning district purposes, permitted uses, uses permitted by special use permit, lot size requirements, bulk regulations, parking, exterior lighting, signs, noise, landscape and open space, and additional requirements of Chapter 41, entitled "Zoning Ordinance", of the Code of the City of Danville, Virginia, 1986, as amended, be and the same is hereby, amended and reordained to read as follows:

#### **ARTICLE 3.V C-E CASINO Entertainment District**

##### **A. Purpose.**

1. The Casino Entertainment (C-E) Zoning District establishes standards and conditions for the development and operation of an entertainment and/or casino gaming establishment including accessory uses while promoting the public health,

safety, and general welfare insuring development is compatible with existing and anticipated land uses.

2. Because of the special characteristics of a C-E district, in particular casino gaming establishments, development in this district requires flexibility in signage, exterior lighting, and other standards not typically permitted elsewhere in the City.

B. Permitted Uses.

Entertainment establishment and/or casino gaming establishment including accessory uses, buildings, and structures customarily subordinate, incidental, and on the premises of such entertainment and/or casino gaming establishment, such as but not limited to, a hotel and conference center.

C. Uses Permitted by Special Use Permit

1. Waiver of yard requirements.
2. Waiver of district size.
3. Waiver for increase of maximum building height above 250' feet.

D. Lot Size Requirements.

1. The minimum C-E district size is 75 acres.
2. The minimum lot area in a C-E district is 25 acres.

E. Bulk Regulations

1. Maximum building height: 250' feet.
2. Buildings 200' feet or taller must be set back from any non-building structures that are 200' feet or taller by at least 100' feet. Buildings under 200' feet tall must be set back from any non-building structures that are 200' feet or taller by at least 50' feet.
3. Minimum yard requirements:
  - a. Front yard: 60' feet.
  - b. Side yard: 40' feet.
  - c. Rear yard: 40' feet.

F. Parking:

1. Notwithstanding applicable provisions of Article 8, Parking and Loading Requirements, there are no minimum off-street parking space requirements for developments in the C-E zoning district.
2. Off-street parking areas and drives may encroach in to the front yard setback but must not extend into the required ten (10') foot landscape strip.
3. Electric Vehicle Parking
  - a. At least ten (10) of the provided parking spaces must have electric vehicle charging stations.
  - b. At least 20 of the provided parking spaces must be constructed to accommodate future electric vehicle charging stations.

#### G. Exterior Lighting

1. Development in the C-E district, in particular casino gaming establishments, has unique needs for exterior lighting that require flexibility and would not typically be permitted in other areas of the City.
2. Exterior lighting must comply with local, state, and federal regulations and must not interfere with any public roadways.
3. Exterior lighting must comply with *Code of Virginia Ch. 12, Title 33.2*.
4. All development in a C-E district must comply with *Chapter 41, Article 11* with the following exceptions:
  - a. Maximum illumination levels are measured at the exterior boundaries of the district and not at any property boundaries within the district.
  - b. Upwardly directed lighting may be used to illuminate buildings, structures, and landscaping in the district.
  - c. Awnings or canopies used for building accents over doors, windows, etc., may be internally illuminated (i.e. from underneath or behind the awning).
  - d. Searchlights operated within the C-E district must comply with the following regulations:
    - i. Searchlights must not be operated so as to constitute a traffic hazard or a nuisance.
    - ii. Searchlights must be so operated so as to avoid directing the beam at any building.
    - iii. Searchlight beams must not be displayed at an angle greater than forty-five (45) degrees from the perpendicular.
    - iv. Searchlights must not operate between 12 am midnight and 5 pm.

#### H. Signs

1. Each C-E district permits up to four (4) freestanding signs with a maximum sign area of 400 square feet each. An additional area not exceeding 200 square feet may be devoted to architectural elements that serve as support or base for each sign and are not part of the message portion of the sign. The maximum freestanding sign height is 40' feet.
2. Each C-E District may also permit up to four (4) off-site freestanding signs. Off-site freestanding signs are limited in area to seventy-five (75) square feet. An additional area not exceeding one hundred (100) square feet may be devoted to architectural elements that serve as support or base for such sign and are not part of the message portion of the sign. The maximum off-site freestanding sign height is 30' feet
3. The combined area of wall, projecting, awning, canopy or marquee signs must not exceed fifty (50%) percent of any building façade area. The Zoning Administrator must approve that the signage is of an appropriate scale, incorporated into the building's architectural features, and made of durable materials.
4. Entryway features that may include one monument/wayfinding sign up to 50 square feet are permitted at each driveway. An additional area not exceeding 25 square feet may be devoted to architectural elements that serve as support or

base for such sign and are not part of the message portion of the sign. The maximum entryway sign height is eight (8') feet.

5. Electronic message boards may be permitted as a part of on-site freestanding and entryway monument signs.

I. Noise

1. The exterior noise limits for any source of noise in any C-E zone cannot exceed between 70 dBA between 9 am and 12 am midnight, when measured at the property line of a residential zone.
2. The exterior noise limits for any source of noise in any C-E zone must be reduced between 12:00 am midnight and 9 am so that when measured at the property line of a residential zone the noise does not exceed 50 dBA.

J. Landscape and Open Space Regulations

1. A minimum ten (10') foot landscaped buffer must be provided along any property line abutting a street right-of-way. Driveways, utility easements and sidewalks are allowed to encroach into the landscaped buffer.
2. A minimum 25' landscaped buffer must be provided along any property line abutting a residential zoning district.
3. Ten percent (10%) of each development must be open space. Open space does not include building footprints, parking and drive aisles, and any other areas not accessible to the public.
4. If a C-E district is within 300' of a City designated non-motorized trail, then the development must provide a ten (10') foot wide shared-use paved path from the development's buildings to the property line closest to the non-motorized trail.

K. Additional Requirements:

1. All building exteriors must be clad in durable materials. Vinyl siding/cladding is prohibited exterior building material.
2. All dumpsters that are visible from a public road must be fully screened. The screening structure must consist of a masonry unit design enclosure and/or materials to match the adjacent building and a metal gate(s) that screens the view of the dumpster.
3. No driveway may be located within 200' of another driveway.
4. On a corner lot, no curb cut may be closer than 300' feet of the right-of-way extended from the nearest intersecting street.

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**  
427 Patton Street, Suite 208  
Danville VA, 24541  
Phone: (434) 799-5260

## ***City Planning Commission***

# **RECOMMENDATION**

DATE: APRIL 19, 2021  
TO: CITY COUNCIL  
FROM: CITY PLANNING COMMISSION  
**RE: ZONING ORDINANCE TEXT AMENDMENT C-E DISTRICT**

### **REQUEST**

Request to amend Chapter 41 entitled "Zoning Ordinance" of the Code of the City of Danville, Virginia, 1986 as amended. Specifically add a new article 3.V Casino Entertainment (C-E) District establishing zoning district purpose, permitted uses, uses permitted by special use permit, lot size requirements, bulk regulations, parking, exterior lighting, signs, noise, landscape and open space, and additional requirements.

### **RECOMMENDATION**

The Planning Commission, at their April 12, 2021 meeting, voted 7-0 to recommend approval of the C-E Casino Entertainment Zoning District.

Mr. Harold E. Garrison, Chair



# MEMORANDUM

DATE: April 7, 2021  
TO: Danville City Planning Commission  
FROM: Doug Plachcinski, Planning Division Director  
**RE: CASINO + ENTERTAINMENT ZONING DISTRICT**

This task creates a new Zoning District with use and development standards for the future casino + entertainment complex development at the former Schoolfield mill site. The attached draft ordinance is a product of conversations between Caesar's and City staff.

## **PROPOSED ADOPTION TIMELINE:**

- ✓ March 8, Planning Commission initiates zoning ordinance text amendment
- ✓ March 16, City Council work session
- ✓ March 18, Draft to Caesar's for input
- ✓ April 12, Planning Commission public hearing and text amendment recommendation to City Council.
- ✓ May 4, City Council public hearing and zoning ordinance text amendment ordinance adoption.
- ✓ June 7, Planning Commission public hearing and Schoolfield Site rezoning recommendation to City Council.
- ✓ July 6, City Council public hearing and Schoolfield Site rezoning ordinance adoption.

# Council Letter

## City of Danville, Virginia



**CL-2544**

**New Business E.**

**City Council Regular Meeting**

**Meeting Date:** 05/04/2021

**Subject:** Consideration of a Zoning Ordinance Text Amendment to Allow Side Yard Mechanical Units

**From:** Doug Plachcinski, Planning Division Director

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### **COUNCIL ACTION**

Business Meeting: 05/04/2021

### **SUMMARY**

This request is to amend Chapter 41 entitled "Zoning Ordinance" of the Code of the City of Danville, Virginia, 1986 as amended, specifically to amend Article 2.P. Accessory Uses and Structures, to allow side yard mechanical units in residential zoning districts, with appropriate screening and separation distance from neighboring dwelling windows and doors.

### **BACKGROUND**

This item revises Article 2.P. Accessory Uses and Structures to allow side yard mechanical units in residential zoning districts with appropriate screening and distance from neighboring dwelling windows and doors.

Existing language requires mechanical units in the rear yard behind the principal building or home. There are a lot of non-conforming mechanical units and there are frequently practical reasons why a mechanical unit is best suited for a side yard, however, they contribute to a visually disrupted aesthetic if they aren't screened by plants or fences.

### **RECOMMENDATION**

The Planning Commission, at their April 12, 2021 meeting, voted 7-0 to recommend approval of the text amendment allowing side-yard mechanical units.

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### **Attachments**

Ordinance

PLANNING BACKUP

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

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

ORDINANCE NO. 2021-\_\_\_\_\_

AN ORDINANCE AMENDING CHAPTER 41 ENTITLED "ZONING ORDINANCE" OF THE CODE OF THE CITY OF DANVILLE, VIRGINIA, 1986, AS AMENDED, MORE SPECIFICALLY TO AMEND ARTICLE 2.P. ACCESSORY USES AND STRUCTURES TO ALLOW SIDE YARD MECHANICAL UNITS IN RESIDENTIAL ZONING DISTRICTS WITH APPROPRIATE SCREENING AND SEPARATION DISTANCE FROM NEIGHBORING DWELLING WINDOWS AND DOORS.

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Danville, Virginia, that the report of the City Planning Commission recommending approval of amendments to Chapter 41 entitled "Zoning Ordinance" of the Code of the City of Danville, Virginia, 1986, as amended, more specifically, to amend Article 2.P. Accessory Uses and Structures to allow side yard mechanical units in residential zoning districts with appropriate screening and separation distance from neighboring dwelling windows and doors, be, and the same is hereby, received; and

BE IT FURTHER ORDAINED, that in consideration of said report and the public hearing this day held by Council that Article 2.P. Accessory Uses and Structures is hereby amended to allow side yard mechanical units in residential zoning districts with appropriate screening and separation distance from neighboring dwelling windows and doors in Chapter 41, entitled "Zoning Ordinance", of the Code of the City of Danville, Virginia, 1986, as amended, be and the same is hereby, amended and reordained to read as follows:

P. - Accessory Uses and Structures.

In all residential zoning districts, accessory mechanical appliances may be in a side yard if they are:

- a. Screened from view from the public right-of-way;
- b. At least ten (10') feet from all neighboring dwellings' windows and doors, and
- c. No closer than five (5') feet to any property line.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CLERK

Approved as to Form and  
Legal Sufficiency:

\_\_\_\_\_  
City Attorney



**City of Danville**  
427 Patton Street, Suite 208  
Danville VA, 24541  
Phone: (434) 799-5260

## ***City Planning Commission***

# **RECOMMENDATION**

DATE: APRIL 19, 2021  
TO: CITY COUNCIL  
FROM: CITY PLANNING COMMISSION  
**RE: ZONING ORDINANCE TEXT AMENDMENT MECHANICAL UNITS**

### **REQUEST**

Request to amend Chapter 41 entitled "Zoning Ordinance" of the Code of the City of Danville, Virginia, 1986 as amended. Specifically amend Article 2.P. Accessory Uses and Structures to allow side yard mechanical units in residential zoning districts with appropriate screening and separation distance from neighboring dwelling windows and doors.

### **RECOMMENDATION**

The Planning Commission, at their April 12, 2021 meeting, voted 7-0 to recommend approval of the text amendment allowing side-yard mechanical units.

Mr. Harold E. Garrison, Chair



# MEMORANDUM

DATE: April 7, 2021  
TO: Danville City Planning Commission  
FROM: Doug Plachcinski, Planning Division Director  
**RE: ACCESSORY AMENDMENT ARTICLE 2.P.**

This task creates revises Article 2.P. Accessory Uses and Structures to allow side yard mechanical units in residential zoning districts with appropriate screening and distance from neighboring dwelling windows and doors.

Existing language requires mechanical units in the rear yard behind the principal building. There are lots of non-conforming mechanical units.

## **PROPOSED ADOPTION TIMELINE:**

- ✓ March 8, Planning Commission initiates zoning ordinance text amendment
- ✓ April 12, Planning Commission public hearing and text amendment recommendation to City Council.
- ✓ May 4, City Council public hearing and zoning ordinance text amendment ordinance adoption.

## **PROPOSED ZONING TEXT CHANGE:**

### **P. - Accessory Uses and Structures.**

13. In all residential zoning districts, accessory mechanical appliances may be in a side yard if they are:
- a. Screened from view from the public right-of-way;
  - b. At least ten (10') feet from all neighboring dwellings' windows and doors, and
  - c. No closer than five (5') feet to any property line.

# Council Letter

## City of Danville, Virginia



**CL-2533**

**New Business F.**

**City Council Regular Meeting**

**Meeting Date:** 05/04/2021

**Subject:** Danville Baseball LLC Stadium Lease

**From:** William Sgrinia, Director of Parks, Recreation & Tourism

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### **COUNCIL ACTION**

Business Meeting: 05/04/2021

### **SUMMARY**

The City of Danville has entered into an MOU with Danville Baseball LLC for the operation of the American Legion Stadium and General Management of the Appalachian League team that will be housed here. The newly restructured Appalachian League is made up of College Freshman and Sophomores, and this league is supported by Major League Baseball and USA Baseball.

Danville Baseball will also be scheduling other baseball and non baseball events in the stadium. The City of Danville will maintain the playing surface and the overall facility. For this arrangement to move forward, a lease needs to be approved by City Council and signed by the City Manager.

### **BACKGROUND**

As a result of the restructuring of the Appalachian League, the Atlanta Braves minor league team, the Danville Braves, who have been in Danville for 20 years, were no longer a part of this league. The City of Danville put out a request for proposal for an operator, and received two proposals. After evaluation, Danville Baseball LLC was selected to be the operator of the American Legion Stadium and General manager of the Danville Appalachian league team.

### **RECOMMENDATION**

Staff recommends City Council approve the lease between the City of Danville and Danville Baseball LLC.

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### **Attachments**

Resolution

Lease Agreement

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

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

RESOLUTION NO. 2021-\_\_\_\_\_.\_\_\_\_\_

A RESOLUTION AUTHORIZING AND APPROVING A LEASE AGREEMENT  
WITH DANVILLE BASEBALL LLC.

WHEREAS, the City owns and operates a stadium suitable for the exhibition  
of baseball games and certain other events in Danville, Virginia; and

WHEREAS, Danville Baseball LLC is the General Manager of the Danville  
Otterbots team playing in the Appalachian League; and

WHEREAS, Danville Baseball LLC desire to lease said stadium to continue  
baseball in Danville.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Danville,  
Virginia, that it does hereby approve and authorize the attached Lease Agreement with  
Danville Baseball, LLC, in the form substantially attached hereto and made a part hereof to  
allow the Danville Baseball LLC to use the American Legion Post 325 Stadium as its home  
field in accordance with the requirements of the attached lease agreement; and

BE IT FURTHER RESOLVED that the City Manager, Ken Larking, be, and he  
is hereby, authorized to execute the attached lease on behalf of the City.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CLERK

Approved as to  
Form and Legal Sufficiency:

\_\_\_\_\_  
City Attorney

## STADIUM LEASE AND USE AGREEMENT

THIS STADIUM LEASE AND USE AGREEMENT (“Lease Agreement”) is made and entered into as of \_\_\_\_\_, 2021 (“Commencement Date”) by and between **DANVILLE BASEBALL CLUB, LLC**, a Virginia Limited Liability Company, Entity ID 11145101, (“Tenant”); and **CITY OF DANVILLE, VIRGINIA**, a municipal corporation and body politic (hereinafter referred to as the “Landlord”).

### W I T N E S S E T H:

WHEREAS, the Landlord owns and operates a stadium suitable for the exhibition of professional baseball games and certain other events in Danville, Virginia; and

WHEREAS, the Tenant owns and operates an Appalachian League baseball team that will serve as a primary developmental arm for the USA Baseball National Team (“Club”); and

WHEREAS, the Tenant desires to lease such stadium and to exhibit the Club games in the stadium; and

WHEREAS, the Tenant and the Landlord desire that this Lease Agreement shall set forth their full and complete understanding of the terms and conditions under which the Tenant will occupy and use the stadium and schedule and play Club home games therein; and

WHEREAS, the parties hereto desire that this Lease Agreement shall set forth their full and complete understanding with respect to subject matter herein contained.

NOW, THEREFORE, FOR AND IN CONSIDERATION of the premises, the mutual promises and covenants herein contained, and other good and valuable consideration, the receipt, sufficiency and adequacy of which are expressly acknowledged, the Landlord and the Tenant, each intending to be legally bound, do hereby mutually agree as follows:

1. Definitions. As used herein, the following terms shall have the following meanings:

(a) Baseball Season. The term “Baseball Season” shall mean, as to each calendar year of the Term, the regular annual period of play of an Appalachian League baseball games and related activities by the Club at the Stadium from June 1 to the date on which the Club's last game is played during the applicable League season, including any and all pre-season games, regular season games, exhibition games, post-season “playoff” games, and “all-star” games, or September 1 whichever shall later occur.

(b) Tenant Event. The term “Tenant Event” shall mean any and all events authorized, promoted and/or staged by the Tenant in the Stadium hereunder which are not Club Home Games.

(c) Club Home Game. The term “Club Home Game” shall mean all Appalachian league baseball games played in the Stadium involving the Club or its (or the Tenant) players as a participant, including without limitation all pre-season games, regular season games, exhibition games, post-season “playoff” games, and “all-star” games.

(d) Landlord Events. The term “Landlord Event” shall mean all events promoted and held by the Landlord in the Stadium in accordance with this Lease Agreement, including but not limited to American Legion baseball games, George Washington High School baseball games, Danville Community College baseball games and such other events as the Landlord deems appropriate.

(e) Emergency. A condition which (1) involves a danger to public health or safety or (2) is likely

to result in immediate, substantial damage to the Stadium.

(f) League. The term “League” shall mean the Appalachian League a developmental arm for the USA Baseball National Team and its successors, and any such other organized league that the Tenant in its sole discretion may affiliate the Club during the Term.

(g) Stadium. The term “Stadium” shall mean the baseball stadium, playing field, clubhouses, spectator areas, club administrative and storage areas, concession areas and clubhouses, and ancillary structures situated in Danville, Virginia commonly known as the American Legion Post 325 Baseball Field, as well as all physical improvements thereto and non-exclusive use of all sidewalks, parking areas, rights-of-way attached or adjacent to the baseball stadium as the same currently exists or as it may from time to time hereafter be expanded or modified.

2. Lease Term and Option to Extend.

The “Term” of this Lease Agreement shall expire as of December 31, 2024, subject to the option and termination rights of the Tenant set forth in this Section 2 (as amended herein) and in Sections 18 and 20 of this Lease Agreement. The Tenant shall have the option to extend the Term of the Lease Agreement through December 31, 2029 by providing written notice to the Landlord on or before July 1, 2024. In addition, on an annual basis, the Tenant shall have the option to terminate the Lease Agreement for convenience, by providing written notice to Landlord by July 1<sup>st</sup> of each year of the Term, such termination to be effective as of December 31<sup>st</sup> of the year in which such written notice is provided to Landlord.

3. Ownership of the Stadium. The Stadium is owned in fee simple by the Landlord, and the Tenant shall not have any ownership interest in the Stadium. Notwithstanding the foregoing, it is understood that if any improvement to the Stadium is owned by the Tenant and is capable of removal at the end of the Term, then the Tenant shall retain ownership thereof and have the right to remove and dispose of such improvements as it deems appropriate in accordance with this Lease Agreement.

4. Use of Stadium.

(a) Tenant Use. In accordance with the terms and conditions of this Lease Agreement, the Tenant shall have the right to use and occupy all areas of the Stadium for all purposes allowable under the terms of this Lease Agreement, for up to One Hundred Ten (110) events per year, on a year round basis during the Term including, the right to exhibit, promote, schedule and play Club Home Games in the Stadium during the Baseball Season and to authorize, promote and/or stage Tenant Events in the Stadium and to retain all revenues derived from such events. The scheduling of Tenant Events is subject to the priority of use described in subsection 4 (c). All Tenant Events must be approved in advance by Landlord. Landlord agrees that such approval will not be unreasonably withheld. For example, Landlord may disapprove any Tenant Event that is substantially similar to any Landlord Event. Tenant shall clean the Stadium after all Club Home Games and each Tenant Event. During the Term of this Agreement, Tenant shall continuously have the right of ingress and egress to and from the Stadium to a public right-of-way.

(b) Landlord Use.

(i) The parties acknowledge that the stadium is a public facility. As a public facility, Landlord shall have the right to host Landlord Events at the Stadium. With regard to such Landlord Events, except as provided in Section 6 below regarding Tenant’s exclusive right to operate concessions at the Stadium, Landlord will be responsible for staffing, managing, and operating the Stadium for all Landlord Events.

(ii) Landlord agrees that it will cause the Stadium to be restored to its previous condition, free of waste and debris immediately after each such Landlord Event. Landlord agrees not to use the Stadium in a manner that causes or may cause any material damage to the playing surface or any part of the Stadium. Any damage to the Stadium or playing surface occurring during Landlord Events, whether or not such damage is caused by the Landlord, its designee, or someone other than the Tenant shall be repaired by the Landlord to substantially the same condition the Stadium was in prior to the Landlord Event in a timely manner.

(c) Priority of Use.

(i) During the Baseball Season, use of the Stadium shall be allocated in accordance with the following order of priority:

- (First Priority) Club Home Games and practice sessions;
- (Second Priority) Landlord Events
- (Third Priority) Tenant Events.

(ii) During the remainder of each year, use of the Stadium by Landlord and the Tenant shall be allocated according to the following order of priority:

- (First Priority) Landlord Events
- (Second Priority) Tenant Events.

Landlord and the Tenant agree to work in good faith when scheduling Landlord Events and Tenant Events respectively in order to minimize scheduling conflicts, among other ways by providing as much advanced notice of potential events as possible to the other party.

5. Rent.

- A. In consideration of the lease of the Stadium and other benefits described herein, the Tenant shall pay rent in the amount of Thirty-Two Thousand Five Hundred Dollars (\$32,500) per year with a 1.5% annual escalator. One half of the lease payment shall be on or before January 30th each year with the remaining half being due on or before June 30th<sup>t</sup> each year.
- B. In addition, beginning in year four (4) of its operations in Danville, the Tenant shall provide the City of Danville Ten Thousand Dollars (\$10,000) annually for capital upgrades to the stadium. All capital upgrades become property of the City of Danville.
- C. Tenant shall pay Landlord Twenty-Five Dollars per hour per person for any Tenant Events over the One Hundred Ten (110) events per year referenced in section 4(a) above.

6. Revenue Streams. The Tenant shall be entitled to all revenue streams, now known or hereafter devised, in connection with the Tenant use of the Stadium during the Term for the Club Home Games, Tenant Events, and as otherwise described in this Lease Agreement. Without limiting the foregoing, the following provisions more specifically address certain revenue streams:

(a) Ticket Sales. The Tenant will set ticket prices and entry fees for the Club Home Games and Tenant Events as the Tenant deem appropriate, and are entitled to receive all revenue collected by the Tenant for all tickets for all such events. The Tenant are also entitled to charge admission, participation and related fees and charges in connection with the operation of Tenant Events at the

Stadium. No ticket surcharges, franchise fees, taxes or other fees may be instituted by Landlord against the Tenant or their affiliates or designees that are not generally applicable to all or substantially all other businesses in Danville (e.g. ticket tax, signage tax etc.).

(b) Concessions.

(i) Sales. The Tenant designates that Otterbots Concessions LLC, shall be the exclusive concessionaires and shall retain all revenues from, all concession items at all events held in and at the Stadium. Such concession items shall include but shall not be limited to, in the Tenant's sole discretion, all foods, beverages (alcoholic and non-alcoholic), scorecards, programs, yearbooks, hats, jerseys, t-shirts, souvenirs, other sports apparel and merchandise, including but not limited to novelty items carrying the Tenant logo or the logo of any of its parent or affiliate companies (and all related subsidiaries') merchandise, as well as any interactive games, video games, batting or pitching cages and other entertainment oriented retail or food service item, including any event-related activities scheduled by the Tenant. The Tenant may assign any or all of its exclusive rights to sell concessions to third parties. In the event Tenant does not intend to provide concession services for a Landlord Event, then Tenant must give Landlord a minimum of fourteen (14) days notice of Tenant's intent not to provide concession services for such event after which Landlord shall then have the right to provide the concession services for such Landlord Event. Tenant specifically agrees to provide concession services for Danville Public Schools Baseball games. Otterbots Concessions, LLC shall be the only concessionaire with the ability to serve and sell alcohol within this agreement.

(ii) Equipment. The Tenant shall maintain at its own cost all equipment, machinery, menu boards and related facilities necessary to sell such concessions during all events. For avoidance of doubt, Landlord acknowledges that it shall not use any of such concession space, equipment, machinery, and fixtures installed and maintained by the Tenant without the prior written consent of the Tenant in each instance and, if approved in writing by the Tenant, the Landlord shall be responsible for any repairs resulting from damage to those items listed, and shall reimburse the Tenant from any damage resulting from this use.

(c) Advertising/Signage. The Tenant shall have the exclusive right to erect, install or affix commercial or non-commercial signage, advertising material, banners, and related items, both temporary and permanent, on or in the Stadium including, on the outfield fences, interior walls, scoreboards, programs and publications, and on top of each dugout, and all revenue derived from such signage and advertising, as well as all promotions and sponsorships, shall be retained by the Tenant. All signage and advertising at the Stadium must conform to the zoning code of the City of Danville, Virginia, which currently prohibits certain commercial signage on the exterior areas attached or adjacent to the Stadium, such as exterior walls, parking areas, billboards and pedestrian walkways, though the Tenant will be allowed to erect, install or affix commercial signage on such exterior areas attached or adjacent to the Stadium if, and only to the extent, allowed by the zoning code of the City of Danville, Virginia (and any amendments or modifications thereto) during the Term.

(d) Naming Rights. The field is named American Legion Post 325 Field. The stadium name can named, subject to consent of the Landlord, which consent shall not be unreasonably withheld. The naming of the stadium will be a contractual agreement between the Tenant and the sponsor. The City of Danville does not agree to extend that name past the relationship with the Tenant. The Tenant agrees to pay the City of Danville 25% of the naming rights to be reinvested in the stadium.

(e) Broadcasting. The Tenant shall have the exclusive right to broadcast, televise, cablecast, stream, or otherwise transmit, distribute or exploit, via any and all forms of media, transmissions or distribution whatsoever, now known or hereafter created, Club Home Games and Tenant Events, and the

Tenant shall retain all revenues related thereto.

7. Parking. Landlord guarantees access to the parking area and agrees not to charge, or allow any third party to charge, any fee for parking at the Stadium for any Club Home Game or Tenant Event. However, in the event that Landlord charges a parking fee for any Landlord Event at the Stadium, the Tenant shall then have the option to charge the same parking fee at any similar Tenant event at the Stadium. Landlord further agrees that it will maintain all parking areas adjacent to the Stadium.

8. Security. Tenant shall provide adequate security at all Club Home Games. Tenant shall contract with the Danville Police Department and at a minimum, the Tenant will provide at least one (1) Danville City regular police officer at each Sunday - Wednesday regular season Club Home Game, at least two (2) Danville City regular police officers at all Thursday – Saturday regular season Club Home Games and at least four (4) Danville City regular police officers at the opening night Club Home Game, any fireworks shows before during or after Club Home Games, and all playoff Club Home Games.

9. Utilities/Playing Field Lighting. Landlord agrees to furnish water, gas, electric power and trash disposal services to the Stadium. Landlord also agrees to provide all lighting for the playing field during all Club Home Games or Tenant Events at the Stadium and to replace any burned out lamps or light bulbs that light the playing field at the Stadium. Tenant agrees to obtain and pay for all utilities not specifically listed above, including but not limited to telephone service, long distance telephone service, internet service, cable service, and satellite television service.

10. Routine Maintenance. Other than as set forth in Sections 10 (a) and (b) below, Landlord agrees to be responsible for all “Routine Maintenance” of the Stadium. “Routine Maintenance” shall be defined as the provision of labor and materials which are required to keep the Stadium in good order and repair (normal wear and tear excepted) as a high-quality baseball playing facility and which are of a routine, regular and predictable nature given the age of the Stadium. Some examples of Routine Maintenance include the following:

(a) Generally keep the Stadium clean of debris, including but not limited to interior bowl seating, restrooms, press box, Club offices, concession areas, and clubhouses/locker rooms and maintain exterior grounds and parking facilities, including mowing all grass on an as needed basis, providing snow removal, and providing all landscape maintenance; provided, however, that the Tenant will be responsible for cleaning the Stadium after each Club Home Game or Tenant Event, including but not limited to interior bowl seating, all restrooms, concession areas and clubhouses/locker rooms. Tenant shall also be responsible for all custodial services to their Club offices and concession areas.

(b) Normal garbage and trash removal from the Stadium.

(c) Mow, fertilize, seed, reseed, water, and otherwise maintain the baseball playing surface in the Stadium in compliance with League standards.

(d) Prepare and line the baseball playing surface of the Stadium prior to each Club Home Game and provide such grounds keeping and other maintenance services during such events as appropriate League standards shall require, including, without limitation, by providing at least one (1) employee for field maintenance (and tarp work) at each Club Home Game.

(e) Regular maintenance of the HVAC, plumbing, electrical, water, sewage, and field drainage systems, and escalators and elevators (if any), including periodic cleaning, lubricating and servicing and replacement of incidental parts.

(f) Change isolated light bulbs, fuses and circuit breakers as they burn out or need replacement.

- (g) Provide termite and pest control as needed.
- (h) Winterize the Stadium each fall to prevent freezing of pipes in the Stadium buildings as needed.
- (i) Maintain and repair the scoreboard and a public address system.

11. Capital Improvements.

(a) Generally. The Landlord shall be responsible for providing all “Capital Improvements” to the Stadium, defined as provision of all labor and materials which are required to repair, restore and/or replace, when necessary, all structural components, systems components or integral parts of the Stadium.

(b) The Tenant shall provide the City of Danville Ten Thousand Dollars (\$10,000) annually for capital upgrades to the stadium. The City of Danville agrees to work with the operator within the first 3 years to identify capital needs for funding in year 4 of the agreement. All CSP funds are subject to City Council approval.

(c) Performance of Capital Maintenance and Repairs. The Landlord shall perform all Capital Improvements in a professional competent manner consistent with the standards initially used to develop the Stadium.

(d) Tenant will be consulted on all Capital Improvements being provided hereunder and will assist Landlord in its procurement process as a consultant in the purchase and completion of these proposed Capital Improvements.

12. Representations and Warranties. Landlord hereby represents and warrants to Tenant that as of the Commencement Date: (a) Landlord is the sole owner in fee simple of the Stadium and has full right, power and authority to grant the estate demised herein and to execute and perform all of the terms, provisions, covenants and agreements provided in this Lease Agreement; (b) there are no condemnation proceedings or eminent domain proceedings of any kind pending, contemplated or threatened against the Stadium; (c) there are no suits, judgments or notices from any governmental authority relating to any violation of any health, pollution control, building, fire or zoning laws of any governmental authority with respect to the Stadium and there is no litigation or proceeding pending or threatened against or affecting the Stadium; (d) other than this Lease Agreement, there are no contracts, leases or agreements of any kind whatsoever which affect Tenant's rights under this Lease Agreement or the Stadium; and (e) the Stadium, in its current condition and use as a baseball stadium, complies with any and all applicable federal, state and local zoning requirements, ordinances, regulations, and laws including, without limitation, the Americans with Disabilities Act. Tenant agrees to manage, operate and maintain a professional baseball team franchise from the Appalachian League (or a franchise at a higher minor league classification) at the Stadium during the Term.

13. Return of Stadium. At the termination of this Lease Agreement, the Tenant agree to return the Stadium to its original or subsequently improved condition, ordinary wear and tear excepted, and to return to the Landlord all equipment and personal property of the Landlord in good working condition, ordinary wear and tear excepted, in each case after inspection of the Stadium, which inspection shall be made jointly by the Landlord and the Tenant. Promptly after such inspection at the termination of any occupancy, the Tenant shall have the option to either (i) make any necessary repairs; or (ii) pay the Landlord for any damages to the premises or to personal property, ordinary wear and tear excepted, except to the extent said damage was caused by the assigns, agents, employees or officers of the Landlord. The Tenant shall have the right upon termination of this Lease Agreement, within sixty (60) days thereafter, to remove from the premises all

movable property which is not permanently affixed to the structure and which is not owned by the Landlord. The Tenant agree to repair any damage caused by such removal to the Landlord's reasonable satisfaction.

15. Real Estate Taxes. The Landlord is a Virginia Municipality exempt from real estate taxes.

16. Operating Permits. The Tenant shall secure such permits, variances, and licenses as may be necessary or desirable to operate the Stadium (including its food concession and souvenir concession operations) and to manage a baseball franchise as is contemplated by this Lease Agreement.

17. Insurance.

(a) Tenant Insurance. Throughout the Term of this Lease Agreement, including any extensions thereof, the Tenant shall provide and maintain, at its expense, the policies of insurance set forth hereinafter which shall protect the Tenant and Landlord from any claim, damage, liability, loss or expense to persons or property (hereinafter, "Claims") caused by, resulting from, arising out of or in connection with the duties and obligations of the Tenant pursuant to this Lease Agreement:

Commercial General Liability insurance with limits not less than \$1,000,000 each occurrence and \$3,000,000 in the aggregate. Such insurance shall include coverage for contractual liability, products-completed operations liability, personal and advertising injury liability, participant legal liability, premises damage legal liability, liquor liability, property damage and bodily injury liability (including death).

Workers' Compensation insurance with statutory limits as required by the Commonwealth of Virginia covering all Tenant' employees. Such insurance policy shall also include Employer's Liability coverage with limits not less than \$1,000,000 each accident, \$1,000,000 disease-each employee and \$1,000,000 disease-policy limit.

Automobile Liability insurance covering liability arising out of the use, operation and/or maintenance of any auto (including owned, non-owned, leased, hired or borrowed) by Tenant, with limits not less than \$1,000,000 combined single limit each accident for bodily injury and property damage.

Property insurance covering loss or damage to the personal property, furniture, fixtures, and equipment of the Tenant located at the Stadium. Covered property shall include any improvements to the Stadium owned by the Tenant, all movable property which is not permanently affixed to the structure, concession equipment, retail, restaurant food service, catering equipment, fixtures and fit-out, and satellite television equipment, whether or not such items are deemed movable and whether or not they are permanently affixed to the structure. Said insurance shall provide coverage in the amount of the full replacement cost thereof and shall insure against perils on an "all risk basis."

The Tenant shall bear all costs of all deductibles and shall remain solely and fully liable for the full amount of any Claim not compensated by insurance. Upon request, the Tenant shall furnish to the Landlord certificates of insurance for all of the above policies. Tenant hereby agree to furnish renewal certificates throughout the term of the Lease Agreement.

(b) Landlord Insurance. Throughout the Term of this Lease Agreement, including any extensions thereof, the Landlord agrees to maintain, at its expense the following insurance policies:

General Liability and Property Insurance. The City of Danville maintains a general liability and property insurance policy for municipalities with coverage limits of not less than \$1,000,000 for each occurrence and \$3,000,000 in the aggregate. This policy insures the City regarding its operation and use of the Stadium for Landlord Events and the use and operation of its Automobiles.

Workers' Compensation Insurance. The City of Danville is self insured as to its worker's compensation coverage within the statutory limits required by the Commonwealth of Virginia covering all Landlord employees.

Upon request, the Landlord shall furnish to the Tenant certificates of insurance for all of the above policies. The Landlord hereby agrees to furnish renewal certificates throughout the term of the Lease Agreement.

18. Indemnification.

(a) Tenant Indemnification Obligations. Tenant agrees to indemnify, defend and hold harmless Landlord from and against any and all claims, damages, liabilities, losses or expenses, caused by, resulting from or arising out of (i) the performance of the duties and obligations of Tenant pursuant to this Agreement; (ii) any negligent or grossly negligent action, inaction, omission or intentional misconduct by Tenant; (iii) any conduct or activities of Tenant which violates any applicable state or local law, rule, regulation or ordinance; and/or (iv) any misrepresentation, breach or alleged breach of any of obligations, representations or warranties contained in this Agreement by Tenant.

(b) Landlord Indemnification Obligations. To the extent permitted by Virginia law and without waving Sovereign Immunity, Landlord agrees to indemnify, defend and hold harmless Tenant and its parent and affiliate companies and each of their respective officers, directors, shareholders and employees from and against any and all claims, damages, liabilities, losses or expenses caused by, resulting from or arising out of (i) the performance of the duties and obligations of Landlord pursuant to this Agreement; (ii) any negligent or grossly negligent action, inaction, omission or intentional misconduct by Landlord; (iii) any conduct or activities of Landlord which violates any applicable state or local law, rule, regulation or ordinance; and/or (iv) any misrepresentation, breach or alleged breach of any of obligations, representations or warranties contained in this Agreement by Landlord.

19. Default and Remedies. Except as otherwise specifically set forth herein, when any party hereto shall breach, violate, or fail to fully perform any material term or provision herein contained, the non-breaching party may, upon thirty (30) days written notice thereof, terminate this Lease Agreement, provided, however, that such party shall have the right and opportunity to cure the same within said thirty (30) day period. In the event that such breach, violation, or nonperformance is not cured within said thirty (30) day period, this Lease Agreement shall terminate and the non-breaching Party shall thereupon have the right to seek such additional remedies as may then be available. Landlord shall in all events seek to mitigate its damages to the extent required by law.

20. Quiet Use and Enjoyment/Landlord Access. The Tenant understands and agrees that the Stadium is a public facility, that the Landlord will regularly host Landlord Events, and therefore that the Tenant will not have the exclusive use of the Stadium. However, during the Tenant use and occupancy of the Stadium under this Agreement and for so long as the Tenant is not in default, the Tenant shall have and be entitled to the quiet enjoyment with respect to the use and occupancy of the Stadium and the privileges herein granted without interruption or interference by any person including specifically the Landlord. Landlord agrees to provide the Tenant with the peaceful and quiet use and possession of the Stadium.

21. Destruction of Stadium. If all or any significant portion of the Stadium is damaged or destroyed by fire or other casualty, the Landlord shall repair and rebuild the Stadium with thorough diligence to its condition immediately before such loss or the condition required by law, whichever is greater, with such repair and rebuilding to be completed as soon as is possible giving due attention to the baseball season after such fire or other casualty occurs and in any event not later than three hundred fifty (350) days after such fire or other casualty occurs. If in the Tenant's good faith judgment there is substantial interference with the operation of the Tenant's activities or use of the Stadium requiring the Tenant to temporarily use other

stadium facilities, there shall be an abatement of all monies due hereunder from the Tenant to the Landlord for the period of such interference. It is specifically understood by and between the parties that during the period of such interference, the Tenant shall have the right to schedule its activities or events at another stadium and the Tenant's obligations pursuant to this Lease Agreement shall be abated during such interruption. If in the Tenant's good faith judgment, the Stadium is not, cannot, or will not be restored to the condition immediately before such casualty or the condition required by law, whichever is the greater, within three hundred fifty (350) days after the fire or other casualty occurs, the Tenant may void this Lease Agreement and neither party shall have any claim whatsoever against the other party as a result thereof.

22. Condemnation. If the Stadium (or any part) is taken by any public authority other than the Landlord pursuant to the power of eminent domain, this Agreement shall terminate as of the date possession is taken by the public authority. The Tenant may assert a claim against such condemning authority to disruption or relocation of the Tenant's business or for the Tenant's property located on the premises.

23. Recording. This Lease Agreement and the Tenant interest in the Stadium may be recorded in the real estate records of the Circuit Court of the City of Danville, Virginia by the Landlord.

24. Club Name. During the Term of this Lease Agreement, the Tenant may in its sole discretion name the Club the "Danville Otterbots" and all uniforms, programs, scorecards, novelty items, advertising, tickets, and similar items may so state. The Tenant specifically reserve the right to change the name of the Club without the Landlord's consent. The Landlord hereby consents to and approves the Club's use of the proper noun "Danville" as a part of the Club's name. The Tenant shall have the right to obtain such copyright, trademark, and service mark protection for the name "Danville Tenant" and all derivations thereof for its own account, all of which shall thereupon be the exclusive property of the Tenant.

25. Notices. Any and all notices required or permitted to be given hereunder shall be deemed given when actually received, if delivered personally, or upon receipt, if deposited with the U.S. Postal Service, first class postage prepaid, certified or registered mail, return receipt requested and addressed as follows:

(a) If to the Tenant:

Danville Baseball Club  
Attn: Ryan Keur  
P.O. Box 330  
Danville, VA 24543

(b) If to the Landlord:

City Manager  
City of Danville, Virginia  
P. O. Box 3300  
Danville, Virginia 24543

With a Copy to:

City Attorney  
City of Danville, Virginia  
P. O. Box 3300  
Danville, Virginia 24543

26. Assignment. Except as hereafter provided, the Tenant may not assign, convey, or transfer this Agreement without the written consent of the Landlord. The Landlord shall not assign this Agreement without the written consent of the Tenant. Notwithstanding the foregoing, the Tenant interest in this Agreement may be assigned, conveyed or transferred without the prior consent of the Landlord to any purchaser or acquirer of the Club or the Tenant provided such purchaser or acquirer has been approved by the Appalachian League, and/or USA Baseball National Team, as applicable. Further, the assignment restrictions in this Section shall not be implicated and shall be null and void in the event of a merger, acquisition, spin-off, split-off or other similar corporate reorganization of the Tenant or their parent companies and affiliates. Finally, the Tenant will be allowed to assign its operational/management responsibilities under this Agreement to a third party operator with the prior written approval of Landlord, such approval not to be unreasonably withheld or delayed.
27. Binding Effect. This Lease Agreement shall inure to the benefit of and remain fully binding upon the parties hereto and their respective successors and permitted assigns.
28. Status of Parties. The parties hereto shall be deemed and construed as independent contractors for all purposes and not as the agent, employee, representative or servant of the other.
29. No Waiver or Breach. No failure of either party to insist upon exact compliance with the terms and, provisions herein contained shall be deemed or construed as a waiver of any subsequent breach of this Lease Agreement.
30. Severability. If any provisions of this Lease Agreement shall be declared invalid or unenforceable, the remainder of the Lease Agreement shall continue in full force and effect unless so construing the Lease Agreement would produce an inequitable result.
31. Governing Law. This Lease Agreement shall be construed and enforced in accordance with the laws of the Commonwealth of Virginia , and if legal action by either party is necessary for or with respect to the enforcement of any or all of the terms and conditions hereof, then exclusive venue therefore shall lie in the City of Danville, Virginia.
32. Force Majeure. The provisions of the foregoing subparagraph are subject to the limitation that if by reason of force majeure either Party is unable in whole or in part to perform any of its covenants, conditions or agreements hereunder, the nonperforming Party shall not be deemed in default during the continuance of such inability. The term "force majeure" as used herein shall include without limitation acts of God; strikes, lockouts or other industrial disturbances; acts of public enemies; orders of any kind of the government of the United States of America or the Commonwealth of Virginia or any political subdivision thereof or any of their departments, agencies or officials, or any civil or military authority; insurrections; riots; epidemics; pandemics; landslides; earthquakes; fires; hurricanes; tornadoes; storms; floods; washouts; droughts; restraint of government and people; or civil disturbances. The nonperforming Party shall remedy with all reasonable dispatch the cause or causes preventing the nonperforming Party from carrying out its covenants, conditions and agreements, provided that the settlement of strikes, lockouts and other industrial disturbances shall be entirely within the discretion of the nonperforming Party, and that neither Party shall be required to make settlement of strikes, lockouts and other industrial disturbances by acceding to the demands of any opposing party when such course is in the judgment of the nonperforming Party not in its best interests.

33. Multiple Counterparts. This Lease Agreement may be simultaneously executed in several counterparts, each of which shall be original and all of which shall constitute on and the same instrument.

34. Entire Agreement. This Lease Agreement shall constitute the entire agreement between the parties hereto with respect to the subject matter herein contained. There are no agreements or understandings between the parties hereto, whether oral or written, regarding the subject matter hereof, which have not been embodied herein or incorporated herein by reference.

\_\_\_\_\_

LANDLORD AND TENANT HAVE CAREFULLY READ AND REVIEWED THIS LEASE AGREEMENT AND EACH TERM AND PROVISION CONTAINED HEREIN, AND BY THE EXECUTION OF THE LEASE SHOW THEIR INFORMED AND VOLUNTARY CONSENT THERETO.

The parties hereto have the authority to execute this Lease Agreement on behalf of their respective parties and have executed this Lease Agreement at the place on the dates specified above to their respective signatures.

Executed at \_\_\_\_\_  
on \_\_\_\_\_

Executed at \_\_\_\_\_  
on \_\_\_\_\_

by the City of Danville, Virginia  
a Virginia Municipality

by the Danville Baseball Club, LLC,  
a Virginia Limited Liability Company

By: \_\_\_\_\_  
Name Printed: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
Name Printed: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Tel. No. (\_\_\_\_) \_\_\_\_\_ Tel. No. (\_\_\_\_) \_\_\_\_\_  
Fax No. (\_\_\_\_) \_\_\_\_\_ Fax No. (\_\_\_\_) \_\_\_\_\_

# Council Letter

## City of Danville, Virginia



**CL-2527**

**New Business G.**

**City Council Regular Meeting**

**Meeting Date:** 05/04/2021

**Subject:** Creation of a 501(c)(3) Corporation by the Danville Redevelopment and Housing Authority

**From:** Earl B. Reynolds, Jr., Deputy City Manager

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### **COUNCIL ACTION**

Business Meeting: 05/04/2021

### **SUMMARY**

The Danville Redevelopment and Housing Authority ("DRHA") is asking City Council to approve a resolution authorizing the DRHA to create a 501(c)(3) corporation which will permit access to grants and other funding sources for resident and youth services including housing education, homeownership assistance, and youth programs offering tutoring, mentoring, college preparation and life coaching. Many of these funding sources are only available to 501(c)(3) tax-exempt organizations. This entity will assist DRHA in carrying out its mission to provide affordable housing opportunities.

### **BACKGROUND**

Pursuant to Section 36-19(12) of the Virginia Housing Authorities Law, Chapter 1, Title 36, Code of Virginia, 1950, as amended, DRHA is authorized to form corporations, partnerships, joint ventures, trusts, or any other legal entity or combination thereof, with approval of the local governing body. On February 25, 2021, the DRHA Board of Commissioners adopted a resolution authorizing the formation of the 501(c)(3) corporation, pending approval by the City Council.

### **RECOMMENDATION**

It is recommended that the City Council concur in the formation of the 501(c)(3) corporation for the purposes stated in the attached resolution.

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### **Attachments**

Resolution

Letter

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

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

RESOLUTION NO. 2021-\_\_\_\_.\_\_\_\_

RESOLUTION APPROVING THE CREATION OF A 501(c)(3) CORPORATION BY THE DANVILLE REDEVELOPMENT AND HOUSING AUTHORITY FOR THE PURPOSE OF PROVIDING RENTAL AND HOMEOWNERSHIP HOUSING OPPORTUNITIES AND YOUTH SERVICES.

WHEREAS, the Board of Commissioners of the Danville Redevelopment and Housing Authority (the "DRHA") has determined that it is appropriate to form a 501(c)(3) corporation to permit access to grants and other funding sources for resident and youth services, including housing education, homeownership assistance, and youth programs offering tutoring, mentoring, college preparation, and life coaching; and

WHEREAS, formation of such a 501(c)(3) entity will assist DRHA in carrying out its mission to provide affordable housing opportunities and youth services; and

WHEREAS, pursuant to Section 36-19(12) of the Virginia Housing Authorities Law, Chapter 1, Title 36, Code of Virginia of 1950, as amended, (the "Act"), DRHA is authorized to form corporations, partnerships, joint ventures, trusts, or any other legal entity or combination thereof, with the approval of the local governing body; and

WHEREAS, on February 25, 2021, the Board of Commissioners of DRHA adopted a Resolution authorizing the formation of such 501(c)(3) entity, subject to the approval of the Council of the City of Danville (the "City Council"); and

WHEREAS, the City Manager of the City of Danville has recommended that the City Council approve the creation of such entity by DRHA.

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

1. The formation by DRHA of a 501(c)(3) corporation to permit access to grants

and other funding sources for resident and youth services, including housing education, homeownership assistance, and youth programs offering tutoring, mentoring, college preparation, and life coaching; and to aid DRHA in the development of affordable housing opportunities in the City of Danville and the surrounding communities is hereby authorized and approved.

2. This Resolution shall be in effect from and after the date of its adoption.

APPROVED:

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MAYOR

ATTEST:

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CITY CLERK

Approved as to  
Form and Legal Sufficiency:

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CITY ATTORNEY



**Danville Redevelopment & Housing Authority**  
**James A. Slade Administration Building**

135 Jones Crossing  
Danville, VA 24541

Email: [LDeedrich@drhava.com](mailto:LDeedrich@drhava.com)  
[www.drhava.com](http://www.drhava.com)

Phone (434) 799-8380 x 127  
Fax (434) 799-8249

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TO: The Honorable Members of City Council  
City of Danville, Virginia

FROM: Larissa Deedrich, Executive Director, DRHA

RE: Resolution Approving the Creation of a 501(c)(3) Corporation by the Danville Redevelopment and Housing Authority

The Danville Redevelopment and Housing Authority (“DRHA”) is asking City Council to approve a resolution authorizing DRHA to create a 501(c)(3) corporation will permit access to grants and other funding sources for resident and youth services, including housing education, homeownership assistance, and youth programs offering tutoring, mentoring, college preparation and life coaching. Many of these funding sources are only available to 501(c)(3) tax-exempt organizations. This entity will assist DRHA in carrying out its mission to provide affordable housing opportunities.

Pursuant to Section 36-19(12) of the Virginia Housing Authorities Law, Chapter 1, Title 36, Code of Virginia, 1950, as amended, DRHA is authorized to form corporations, partnerships, joint ventures, trusts, or any other legal entity or combination thereof, with approval of the local governing body. On February 25, 2021, the DRHA Board of Commissioners adopted a resolution authorizing the formation of the 501(c)(3) corporation, pending approval by the City Council.

A proposed resolution is attached.

There is no financial impact to the City of Danville associated with this resolution.

# Council Letter

## City of Danville, Virginia



**CL-2539**

**New Business H.**

**City Council Regular Meeting**

**Meeting Date:** 05/04/2021

**Subject:** Authorization of the Transfer of Casino funds for Various Projects

**From:** Cynthia Thomasson, Budget Director

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### COUNCIL ACTION

Business Meeting: 05/04/2021

### SUMMARY

An appropriation ordinance was passed in December 2020 for the purpose of appropriating funds from Caesars Virginia, LLC in the amount of \$15,000,000. Of these funds, \$2,900,000 was appropriated for the construction of a new police station. The remaining \$12,100,000 was appropriated to a Capital Project holding account to be transferred as approved by City Council for specific projects or operations. The Fiscal Year 2022 Proposed Budget includes use of a portion of these funds as outlined in the attached resolution.

### BACKGROUND

As a result of voter approval by referendum for the operation of a casino to be located in Danville, an award was made to Caesars Virginia, LLC to construct and operate a casino at the Schoolfield site. The approved development agreement with Caesars called for a \$15 million upfront payment to the City upon passage of a casino gaming referendum. The City Council-adopted appropriation ordinance accepting these funds states that future spending of these funds must be separately approved by City Council by resolution.

During an all-day City Council Work Session held in February, the City Council received a report from Davenport and Associates regarding a fiscally-conservative financing strategy that would enable the City to pay for much-needed investments in the community using current and anticipated gaming revenues. This included the use of the remainder of the \$15 million upfront payment and the anticipation that there would be a guaranteed minimum of \$5 million per year in gaming tax revenue starting in FY 2024. Davenport and Associates recommended the use of Bond Anticipation Notes in combination with the upfront funds to pay for projects.

### RECOMMENDATION

It is recommended that City Council approve the attached resolution authorizing the transfer of funds to projects as outlined in the resolution.

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### Attachments

Resolution

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

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

RESOLUTION NO. 2021-\_\_\_\_.\_\_\_\_

A RESOLUTION APPROVING THE TRANSFER OF CEASAR FUNDS TO VARIOUS PROJECTS OF THE CITY OF DANVILLE FOR THE FISCAL YEAR ENDING JUNE 30, 2022.

WHEREAS, the City has received \$15,000,000 from Caesars Virginia LLC to be used towards various capital improvement projects and tourism operations; and

WHEREAS, the funds are posted to a project account in the Capital Projects Fund set up to hold funds which can be transferred to projects as determined; and

WHEREAS, the City Council, as part of the FY 2022 Budget, authorizes the transfer of funds to specific project as follows:

| <u>Project/Acct Title</u>    |             | <u>GL/PL Acct #</u> | <u>Amount</u>       |
|------------------------------|-------------|---------------------|---------------------|
| Police Headquarters          | \$5,000,000 |                     |                     |
| Previously Appropriated      | (2,900,000) |                     |                     |
| Balance to be transferred    |             | 61644999            | \$ 2,100,000        |
| Neighborhood Revitalization  |             |                     |                     |
| Comprehensive Blight         |             | 60806999            | 1,100,000           |
| School Renovations           |             | 60031999            | 2,000,000           |
| GWHS Track Renovations       |             | 61411999            | 1,341,687           |
| Economic Development-Tourism |             | 0132801             | 200,000             |
| Local Match TIC Grant        |             | TBD                 | <u>1,300,000</u>    |
| Total                        |             |                     | <u>\$ 8,041,687</u> |

NOW THEREFORE, BE IT RESOLVED, by the Council of the City of Danville, Virginia that the transfers of Casino funds herein listed are authorized for the Fiscal Year Ending June 30, 2022.

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-2535**

**New Business I.**

**City Council Regular Meeting**

**Meeting Date:** 05/04/2021

**Subject:** Consideration of the Fiscal Year 2022 Danville Public School Budget

**From:** Cynthia Thomasson, Budget Director

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### **COUNCIL ACTION**

First Reading: 05/04/2021

Final Adoption: 05/18/2021

### **SUMMARY**

The Public Hearing for the Fiscal Year 2021 School Board Budget is scheduled for May 4, 2021. The City's Budget for Support of Schools includes \$22,812,500 for Support of Operations, and \$2,666,690 for Debt Service, for a grand total of \$25,479,190. In addition, the Capital and Special Projects Plan includes \$2,000,000 for various school facilities and about \$1.3 million to pay for restoration of the track at George Washington High School, to be funded by casino funds.

### **RECOMMENDATION**

It is recommended the City Council approve the attached Resolution approving the Fiscal Year 2022 Danville Public Schools Budget.

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### **Attachments**

Resolution

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

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

RESOLUTION NO. 2021- \_\_\_\_ - \_\_\_\_

A RESOLUTION APPROVING THE BUDGET OF THE SCHOOL BOARD OF THE CITY OF DANVILLE FOR THE FISCAL YEAR ENDING JUNE 30, 2022.

WHEREAS, the School Board of the City of Danville presented to the Council its estimate of the amount of money needed for the support of the public schools of the City during Fiscal Year 2022 which estimate reflected total proposed expenditures in the amount of \$72,570,639; and

WHEREAS, the City shall contribute \$22,812,500 for School Operations and \$2,666,690 for School Debt Service for a total appropriation of \$25,479,190; and

WHEREAS, the City Council does not intend by this resolution to guarantee to the School Board of the City of Danville any contribution for support of schools in future fiscal years above that amount required by Virginia law for support of schools; and

WHEREAS, a brief synopsis of the proposed Budget of the School Board for Fiscal Year 2022 was duly published, and, after public notice duly given, 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, pursuant to Section 22.1-93 of the Code of Virginia, 1950, as amended, the attached budget of the School Board of the City of Danville for the Fiscal Year ending June 30, 2022 be, and the same is hereby, approved for educational purposes subject the above recited conditions.

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-2537**

**New Business J.**

### **City Council Regular Meeting**

**Meeting Date:** 05/04/2021

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

**From:** Cynthia Thomasson, Budget Director

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### **COUNCIL ACTION**

First Reading: 05/04/2021

Final Adoption: 05/18/2021

### **SUMMARY**

The Public Hearing for the Budget of the City of Danville and Capital and Special Projects (CSP) is scheduled to be held on May 4, 2021.

### **BACKGROUND**

The City Manager presented the Fiscal Year 2022 Proposed Budget in early April 2021 and a Public Hearing is scheduled for May 4, 2021. There are no tax, rate, or fee increases proposed in the budget for FY 2022 and the budget does not include any transfers from Fund Balance.

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 2022.

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### **Attachments**

Resolution

Resolution

Ordinance

Authorized Positions

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

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

RESOLUTION NO. \_\_\_\_\_ . \_\_\_\_\_

A RESOLUTION APPROVING THE FISCAL YEAR 2022 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 and bond anticipation notes 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 2022 is for planning purposes and does not obligate or commit the City to projects included in the plan beyond Fiscal Year 2022.

NOW THEREFORE, BE IT RESOLVED, by the Council of the City of Danville, Virginia that the Fiscal Year 2022 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: \_\_\_\_\_

RESOLUTION NO. 2021-\_\_\_\_.\_\_\_\_

A RESOLUTION APPROVING THE BUDGETS OF THE VARIOUS FUNDS OF THE CITY OF DANVILLE FOR THE FISCAL YEAR ENDING JUNE 30, 2022.

WHEREAS, the Budget of and for the City of Danville for Fiscal year 2022 has been prepared and introduced by the City Manager and received and considered by the Council, including the Budgets for the following funds:

| FUND NAME                 | PROPOSED<br>EXPENDITURE | CONTRIBUTION/<br>TRANSFER TO (FROM)<br>GENERAL FUND |
|---------------------------|-------------------------|-----------------------------------------------------|
| General Fund              | \$114,716,420           |                                                     |
| VDOT Special Revenue Fund | 11,603,990              |                                                     |
| Wastewater                | 13,169,040              | 706,860                                             |
| Water                     | 12,638,900              | \$ 950,300                                          |
| Gas                       | 21,622,950              | 3,186,330                                           |
| Power & Light             | 133,774,800             | 10,429,610                                          |
| Telecommunications        | 1,154,860               | 81,000                                              |
| Transportation            | 4,890,570               | -0-                                                 |
| Central Services          | 350,880                 | -0-                                                 |
| Motorized Equipment       | 4,692,730               | -0-                                                 |
| Insurance Fund            | 4,210,500               | -0-                                                 |
| Sanitation Fund           | 4,698,400               | -0-                                                 |
| Cemetery Fund             | 1,002,620               | 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, 2022 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: \_\_\_\_\_

ORDINANCE NO. 2021\_\_\_\_.\_\_\_\_

**BUDGET APPROPRIATION ORDINANCE  
FOR FISCAL YEAR 2022**

WHEREAS, the Budget of and for the City of Danville for Fiscal Year 2022 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 May 4, 2021 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 2022.

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, 2021 and ending June 30, 2022, be, and the same hereby are, as follows:

## I. GENERAL FUND

|                           |                    |
|---------------------------|--------------------|
| Estimated Revenue FY 2022 | \$114,716,420      |
| Appropriations            | <u>114,716,420</u> |
| Unappropriated            | <u>\$ -0-</u>      |

## II. VDOT STREET MAINTENANCE FUND

|                           |                   |
|---------------------------|-------------------|
| Estimated Revenue FY 2022 | \$ 11,603,990     |
| Appropriations            | <u>11,603,990</u> |
| Unappropriated            | <u>\$ -0-</u>     |

## II. UTILITY FUNDS

|                                                    | Wastewater                   | Water                     | Gas                     | Electric                | Telecommunications    |
|----------------------------------------------------|------------------------------|---------------------------|-------------------------|-------------------------|-----------------------|
| Operating Revenues                                 | \$ 8,978,970                 | 9,182,310                 | 19,935,040              | 124,195,850             | 671,190               |
| Expenditures                                       | <u>12,463,280</u>            | <u>11,685,600</u>         | <u>18,426,620</u>       | <u>123,202,190</u>      | <u>1,073,860</u>      |
| Excess of Revenues<br>Over (Under)<br>Expenditures | (3,484,310)                  | (2,503,290)               | 1,508,420               | 993,660                 | (402,670)             |
| Add:                                               |                              |                           |                         |                         |                       |
| Depreciation                                       | 2,048,820                    | 1,673,710                 | 1,573,910               | 8,980,360               | 479,950               |
| Contribution/Transfer<br>(To)/From General Fund    | <u>(705,760)</u>             | <u>(953,300)</u>          | <u>(3,196,330)</u>      | <u>(10,572,610)</u>     | <u>(81,000)</u>       |
| <b>Increase (Decrease)<br/>In Fund Balance</b>     | <b><u>\$ (2,141,250)</u></b> | <b><u>(1,782,880)</u></b> | <b><u>(114,000)</u></b> | <b><u>(598,590)</u></b> | <b><u>(3,720)</u></b> |

## III. OTHER FUNDS

| SUMMARY                                            | Transportation             | Central<br>Services  | Motorized<br>Equipment | Insurance            | Sanitation              | Cemetery               |
|----------------------------------------------------|----------------------------|----------------------|------------------------|----------------------|-------------------------|------------------------|
| Operating Revenues                                 | \$3,710,080                | 348,480              | 3,760,460              | 4,221,950            | 3,845,000               | 943,620                |
| Expenditures                                       | <u>4,178,410</u>           | <u>350,880</u>       | <u>4,692,830</u>       | <u>4,210,500</u>     | <u>4,698,400</u>        | <u>1,002,620</u>       |
| Excess of Revenues<br>Over (Under)<br>Expenditures | (1,180,490)                | (2,400)              | (932,370)              | 11,450               | (853,400)               | (59,000)               |
| Add (Deduct):                                      |                            |                      |                        |                      |                         |                        |
| Depreciation                                       | <u>871,760</u>             | <u>21,450</u>        | <u>889,010</u>         | <u>-0-</u>           | <u>115,610</u>          | <u>-0-</u>             |
| Contribution/Transfer<br>(To) From General<br>Fund | \$ -0-                     | -0-                  | 43,360                 | -0-                  | -0-                     | -0-                    |
| <b>Increase (Decrease)<br/>In Fund Balance</b>     | <b><u>\$ (308,730)</u></b> | <b><u>19,050</u></b> | <b><u>-0-</u></b>      | <b><u>11,450</u></b> | <b><u>(737,790)</u></b> | <b><u>(59,000)</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     | State/Federal Funding         |
| Grants Funds                | & Private Donations           |
| Clerk of Circuit Court      | VA Supreme Court-             |
| Index/Records               | Technology Trust Fund         |
| Community Development Fund  | Program Income                |
| CDBG-Rehab-Private Property | Program Income                |
| HOME-Rehab-Private Property |                               |
| 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, 2021.

4. The accounting for funds designated within all funds as unanticipated grants/donations not exceeding \$100,000 and requiring no local funding are authorized for expenditure/assignment within the appropriate fund unless council action is required by the Grantor. Unanticipated grants/donations in excess of \$75,000 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, 2022, be, and the same are hereby, authorized.

6. Any deficit resulting from the operations of the Cemetery Enterprise Fund and Motorized Equipment 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, 2021 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 FY 2022 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 2021 and in prior years for the City or School System which were encumbered by purchase order or contract as of June 30, 2021, 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.

16. Transfers from the Casino holding account are authorized to be posted to projects and operations as approved by City Council Resolution.

16. At the discretion of the City Manager or the Budget Director in collaboration with the Director of Finance, expenditures in excess of the amount budgeted for Group Health Insurance, in part or in whole, can be financed by a transfer from the Insurance Fund, if sufficient reserves are available in the Insurance Fund.

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

18. 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.

19. Authorization to carry forward unencumbered appropriation for Support of Public Schools as of June 30, 2021.

20. Authorization for the City to transfer any unencumbered funds for Support of Public Schools from Schools Operations account to School Capital Projects in the Capital Projects Fund as requested by Schools.

21. 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.

22. 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.

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

24. 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.

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

26. 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.

26. This Ordinance shall become and be effective on and as of July 1, 2021.

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 2022 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                                         |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                                         |  |  |  |
| Fiscal Year 2021                                                  |                |        | Fiscal Year 2022    |                |        |                                                         |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals | POSITION TITLE                                          |  |  |  |
|                                                                   |                |        |                     |                |        | <b>City Manager's Office (01100)</b>                    |  |  |  |
|                                                                   |                |        |                     |                |        | 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 (Special Grants Fund) |  |  |  |
| 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>                   |  |  |  |
|                                                                   |                |        |                     |                |        | City Attorney                                           |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Assistant City Attorney I *                             |  |  |  |
| 1                                                                 |                | 1.0    | -                   |                | -      | Assistant City Attorney II                              |  |  |  |
| -                                                                 |                | -      | 1                   |                | 1.0    | Deputy City Attorney                                    |  |  |  |
| 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>                     |  |  |  |
|                                                                   |                |        |                     |                |        | 50% funded by Utilities                                 |  |  |  |
|                                                                   |                |        |                     |                |        | <b>COMMUNITY DEVELOPMENT DEPARTMENT</b>                 |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Community Development Fund (12110)</b>               |  |  |  |
|                                                                   |                |        |                     |                |        | Community Redevelopment Specialist                      |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Cost Estimator/Inspector                                |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | 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>        |  |  |  |
|                                                                   |                |        |                     |                |        | 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>                                        |  |  |  |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                                |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|------------------------------------------------|--|--|--|
| FY 2022 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                                |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                                |  |  |  |
| Fiscal Year 2021                                                  |                |        | Fiscal Year 2022    |                |        |                                                |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals | POSITION TITLE                                 |  |  |  |
|                                                                   |                |        |                     |                |        | <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>                |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Division Director of Planning                  |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | 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>  |  |  |  |
|                                                                   |                |        |                     |                |        | <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    | Tourism Manager                                |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Economic Development Project Manager           |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Marketing & Research Manager                   |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Economic Development Specialist                |  |  |  |
| 5                                                                 | -              | 5.0    | 6                   | -              | 6.0    | <b>TOTAL ECONOMIC DEVELOPMENT 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 22nd DISTRICT COURT SERVICES</b>      |  |  |  |
|                                                                   |                |        |                     |                |        |                                                |  |  |  |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                                   |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|---------------------------------------------------|--|--|--|
| FY 2022 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                                   |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                                   |  |  |  |
| Fiscal Year 2021                                                  |                |        | Fiscal Year 2022    |                |        |                                                   |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals | POSITION TITLE                                    |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Social Services Department (01520)</b>         |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Director of Social Services                       |  |  |  |
|                                                                   |                |        | 1                   |                | 1.0    | Division Director of Training and Operations      |  |  |  |
| 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                                |  |  |  |
| 3                                                                 |                | 3.0    | 3                   |                | 3.0    | Administrative Assistant ( One Grant Funded)      |  |  |  |
| 7                                                                 |                | 7.0    | 7                   |                | 7.0    | Employment Services Worker                        |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Sr Employment Services Worker                     |  |  |  |
| 32                                                                | 1.8            | 33.8   | 32                  | 1.7            | 33.7   | Eligibility Worker                                |  |  |  |
| -                                                                 |                | -      | -                   |                | -      | 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                         |  |  |  |
| 97                                                                | 2.4            | 99.4   | 98                  | 2.3            | 100.3  | <b>Sub-Total</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    | Coll Cust Acct Mgr                                |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Delinquent Collections Coordinator                |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Senior Collections Clerk                          |  |  |  |
| 12                                                                |                | 12.0   | 12                  |                | 12.0   | Customer Account Representative                   |  |  |  |
| 5                                                                 |                | 5.0    | 5                   |                | 5.0    | Cashier                                           |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Serv/Bill Cust Acct Mgr                           |  |  |  |
| 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 2022 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                             |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                             |  |  |  |
| Fiscal Year 2021                                                  |                |        | Fiscal Year 2022    |                |        |                                             |  |  |  |
| 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                 |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Accountant II                               |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Accountant III                              |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Payroll Technician                          |  |  |  |
| 4                                                                 |                | 4.0    | 4                   |                | 4.0    | Combination of:                             |  |  |  |
|                                                                   |                |        |                     |                |        | Account Clerk                               |  |  |  |
|                                                                   |                |        |                     |                |        | Senior Account Clerk                        |  |  |  |
|                                                                   |                |        |                     |                |        | 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 2022 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |              |  |                     |                |              |  |                                         |  |
| FTE = Full-time Equivalent                                        |                |              |  |                     |                |              |  |                                         |  |
| Fiscal Year 2021                                                  |                |              |  | Fiscal Year 2022    |                |              |  |                                         |  |
| 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          |  |                     | -              | -            |  | CERT Coordinator                        |  |
| 1                                                                 |                | 1.0          |  | 1                   |                | 1.0          |  | Emergency Communications Manager        |  |
| 4                                                                 |                | 4.0          |  | 4                   |                | 4.0          |  | Emergency Telecommunications Supervisor |  |
|                                                                   |                |              |  | 16                  |                | 16.0         |  | Combination of:                         |  |
| 16                                                                |                | 16.0         |  |                     |                |              |  | Emergency Telecommunicator I            |  |
|                                                                   |                |              |  |                     |                |              |  | Emergency Telecommunicator II           |  |
| <b>21</b>                                                         | <b>0.5</b>     | <b>21.5</b>  |  | <b>21</b>           | <b>-</b>       | <b>21.0</b>  |  | <b>Sub-Total</b>                        |  |
|                                                                   |                |              |  |                     |                |              |  |                                         |  |
|                                                                   |                |              |  |                     |                |              |  | <b>Fire (01320)</b>                     |  |
| 1                                                                 |                | 1.0          |  | 1                   |                | 1.0          |  | Fire Chief                              |  |
| 2                                                                 |                | 2.0          |  | 2                   |                | 2.0          |  | Deputy Fire Chief                       |  |
| 4                                                                 |                | 4.0          |  | 3                   |                | 3.0          |  | Fire Battalion Chief                    |  |
|                                                                   |                |              |  | 1                   |                | 1.0          |  | Division Chief Training & Safety        |  |
|                                                                   |                |              |  | 1                   |                | 1.0          |  | Division Chief Fire Marshall            |  |
| 1                                                                 |                | 1.0          |  | -                   |                | -            |  | Fire Marshal                            |  |
| 21                                                                |                | 21.0         |  | 21                  |                | 21.0         |  | Fire Captain                            |  |
| 1                                                                 |                | 1.0          |  | 2                   |                | 2.0          |  | Assistant Fire Marshal                  |  |
| 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                                                                | 7.2            | 67.2         |  | 60                  | -              | 60.0         |  | Fire Fighter                            |  |
|                                                                   |                |              |  | 1                   |                | 1.0          |  | Logistic Officer                        |  |
| 1                                                                 |                | 1.0          |  | 1                   |                | 1.0          |  | Administrative Assistant                |  |
| 1                                                                 |                | 1.0          |  | 1                   |                | 1.0          |  | Senior Secretary                        |  |
| <b>124</b>                                                        | <b>7.2</b>     | <b>131.2</b> |  | <b>125</b>          | <b>-</b>       | <b>125.0</b> |  | <b>Sub-Total</b>                        |  |
|                                                                   |                |              |  |                     |                |              |  |                                         |  |
| <b>145</b>                                                        | <b>7.7</b>     | <b>152.7</b> |  | <b>146</b>          | <b>-</b>       | <b>146.0</b> |  | <b>TOTAL FIRE DEPARTMENT</b>            |  |
|                                                                   |                |              |  |                     |                |              |  |                                         |  |
|                                                                   |                |              |  |                     |                |              |  | <b>Human Resources (01110)</b>          |  |
| 1                                                                 |                | 1.0          |  | 1                   |                | 1.0          |  | Director of Human Resources             |  |
| 4                                                                 |                | 4            |  | 4                   |                | 4.0          |  | Combination of:                         |  |
|                                                                   |                | -            |  |                     |                | -            |  | Organization Development Consultant     |  |
|                                                                   |                | -            |  |                     |                | -            |  | HR Consultant                           |  |
| 1                                                                 |                | 1.0          |  | 2                   |                | 2.0          |  | Human Resource Technician               |  |
| 1                                                                 |                | 1.0          |  | 1                   |                | 1.0          |  | Senior Secretary                        |  |
| <b>7</b>                                                          | <b>-</b>       | <b>7.0</b>   |  | <b>8</b>            | <b>-</b>       | <b>8.0</b>   |  | <b>TOTAL HUMAN RESOURCES</b>            |  |
|                                                                   |                |              |  |                     |                |              |  |                                         |  |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                                  |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|--------------------------------------------------|--|--|--|
| FY 2022 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                                  |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                                  |  |  |  |
| Fiscal Year 2021                                                  |                |        | Fiscal Year 2022    |                |        |                                                  |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals | POSITION TITLE                                   |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Information Technology (01250)</b>            |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Chief Information Officer                        |  |  |  |
| 4                                                                 |                | 4.0    | 4                   |                | 4.0    | Combination of:                                  |  |  |  |
|                                                                   |                |        |                     |                |        | Deputy Chief Information Officer                 |  |  |  |
|                                                                   |                |        |                     |                |        | Division Director of Application Solutions       |  |  |  |
|                                                                   |                |        |                     |                |        | Division Director of Infrastructure & Operations |  |  |  |
|                                                                   |                |        |                     |                |        | Division Director of Client Solutions            |  |  |  |
|                                                                   |                |        |                     |                |        | Client Solutions Specialist III                  |  |  |  |
|                                                                   |                |        |                     |                |        | Client Solutions Specialist II                   |  |  |  |
|                                                                   |                |        |                     |                |        | Client Solutions Specialist I                    |  |  |  |
|                                                                   |                |        |                     |                |        | Service Desk Analyst III                         |  |  |  |
|                                                                   |                |        |                     |                |        | Service Desk Analyst II                          |  |  |  |
|                                                                   |                |        |                     |                |        | Service Desk Analyst I                           |  |  |  |
| 8                                                                 |                | 8.0    | 8                   |                | 8.0    | Combination of:                                  |  |  |  |
|                                                                   |                |        |                     |                |        | Solutions Integration Specialist                 |  |  |  |
|                                                                   |                |        |                     |                |        | Applications Specialist IV                       |  |  |  |
|                                                                   |                |        |                     |                |        | Applications Specialist III                      |  |  |  |
|                                                                   |                |        |                     |                |        | Applications Specialist II                       |  |  |  |
|                                                                   |                |        |                     |                |        | Applications Specialist I                        |  |  |  |
|                                                                   |                |        |                     |                |        | Solutions Integration Developer                  |  |  |  |
|                                                                   |                |        |                     |                |        | Programmer IV                                    |  |  |  |
|                                                                   |                |        |                     |                |        | Programmer III                                   |  |  |  |
|                                                                   |                |        |                     |                |        | Programmer II                                    |  |  |  |
|                                                                   |                |        |                     |                |        | Programmer I                                     |  |  |  |
|                                                                   |                |        |                     |                |        | GIS Coordinator                                  |  |  |  |
|                                                                   |                |        |                     |                |        | GIS Specialist IV                                |  |  |  |
|                                                                   |                |        |                     |                |        | GIS Specialist III                               |  |  |  |
|                                                                   |                |        |                     |                |        | GIS Specialist II                                |  |  |  |
|                                                                   |                |        |                     |                |        | GIS Specialist I                                 |  |  |  |
|                                                                   |                |        |                     |                |        | GIS Technician                                   |  |  |  |
| 9                                                                 |                | 9.0    | 9                   |                | 9.0    | Combination of:                                  |  |  |  |
|                                                                   |                |        |                     |                |        | Chief Security Officer                           |  |  |  |
|                                                                   |                |        |                     |                |        | Network Engineer                                 |  |  |  |
|                                                                   |                |        |                     |                |        | Network Administrator 3                          |  |  |  |
|                                                                   |                |        |                     |                |        | Network Administrator 2                          |  |  |  |
|                                                                   |                |        |                     |                |        | Network Administrator 1                          |  |  |  |
|                                                                   |                |        |                     |                |        | Systems Engineer                                 |  |  |  |
|                                                                   |                |        |                     |                |        | Systems Administrator 4                          |  |  |  |
|                                                                   |                |        |                     |                |        | Systems Administrator 3                          |  |  |  |
|                                                                   |                |        |                     |                |        | Systems Administrator 2                          |  |  |  |
|                                                                   |                |        |                     |                |        | Systems Administrator 1                          |  |  |  |
|                                                                   |                |        |                     |                |        | Technical Support Manager                        |  |  |  |
|                                                                   |                |        |                     |                |        | Technical Support Specialist 3                   |  |  |  |
|                                                                   |                |        |                     |                |        | Technical Support Specialist 2                   |  |  |  |
|                                                                   |                |        |                     |                |        | Technical Support Specialist 1                   |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Administrative Assistant                         |  |  |  |
| 23                                                                | -              | 23.0   | 23                  | -              | 23.0   | <b>TOTAL INFORMATION TECHNOLOGY</b>              |  |  |  |

| CITY OF DANVILLE                                                  |                |        |  |                     |                  |        |  |                                                   |  |
|-------------------------------------------------------------------|----------------|--------|--|---------------------|------------------|--------|--|---------------------------------------------------|--|
| FY 2022 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |  |                     |                  |        |  |                                                   |  |
| FTE = Full-time Equivalent                                        |                |        |  |                     |                  |        |  |                                                   |  |
| Fiscal Year 2021                                                  |                |        |  |                     | Fiscal Year 2022 |        |  | POSITION TITLE                                    |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals |  | Full-Time Positions | Part-Time FTEs   | Totals |  |                                                   |  |
|                                                                   |                |        |  |                     |                  |        |  | POLICE DEPARTMENT                                 |  |
|                                                                   |                |        |  |                     |                  |        |  | Adult Detention Facility (01515)                  |  |
| 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                       |  |
| 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                                                                | 1.2            | 20.2   |  | 19                  | 1.1              | 20.1   |  | Combination of:                                   |  |
|                                                                   |                |        |  |                     |                  |        |  | Correctional Officer I                            |  |
|                                                                   |                |        |  |                     |                  |        |  | Correctional Officer II                           |  |
| 2                                                                 |                | 2.0    |  | 2                   |                  | 2.0    |  | Senior Account Clerk                              |  |
| 38                                                                | 1.3            | 39.3   |  | 38                  | 1.2              | 39.2   |  | Sub-Total                                         |  |
|                                                                   |                |        |  |                     |                  |        |  | Juvenile Detention Facility (01510)               |  |
| 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                          |  |
|                                                                   |                |        |  | 1                   |                  | 1.0    |  | Juvenile Training Coordinator                     |  |
| 2                                                                 |                | 2.0    |  | 2                   |                  | 2.0    |  | Alternative Detention Case Worker (Grant Funded)  |  |
| 27                                                                | 3.9            | 30.9   |  | 30                  | 3.2              | 33.2   |  | 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                                                                | 4.0            | 51.0   |  | 51                  | 3.3              | 54.3   |  | Sub-Total                                         |  |
|                                                                   |                |        |  |                     |                  |        |  | Police (01330)                                    |  |
| 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                                    |  |
| 10                                                                |                | 10.0   |  | 10                  |                  | 10.0   |  | Police Lieutenant                                 |  |
| 12                                                                |                | 12.0   |  | 12                  |                  | 12.0   |  | Police Sergeant                                   |  |
| 17                                                                |                | 17.0   |  | 17                  |                  | 17.0   |  | Police Corporal                                   |  |
| 85                                                                |                | 85.0   |  | 84                  |                  | 84.0   |  | Police Officer (Four positions unfunded)          |  |
|                                                                   |                |        |  | 1                   |                  | 1.0    |  | Acreditation Manager                              |  |
| 1                                                                 |                | 1.0    |  | 1                   |                  | 1.0    |  | Community Relations Liaison                       |  |
| 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    |  | Senior Administrative Assistant                   |  |

| CITY OF DANVILLE                                                  |                |              |                     |                |              |                                                        |  |  |  |
|-------------------------------------------------------------------|----------------|--------------|---------------------|----------------|--------------|--------------------------------------------------------|--|--|--|
| FY 2022 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |              |                     |                |              |                                                        |  |  |  |
| FTE = Full-time Equivalent                                        |                |              |                     |                |              |                                                        |  |  |  |
| Fiscal Year 2021                                                  |                |              | Fiscal Year 2022    |                |              |                                                        |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals       | Full-Time Positions | Part-Time FTEs | Totals       | POSITION TITLE                                         |  |  |  |
|                                                                   |                |              |                     |                |              | <b>Police (01330) Continued</b>                        |  |  |  |
| 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                                      |  |  |  |
|                                                                   | 2.6            | 2.6          |                     | 2.6            | 2.6          | School Crossing Guard                                  |  |  |  |
| <b>147</b>                                                        | <b>3.2</b>     | <b>150.2</b> | <b>147</b>          | <b>3.2</b>     | <b>150.2</b> | <b>Sub-Total</b>                                       |  |  |  |
|                                                                   |                |              |                     |                |              |                                                        |  |  |  |
| <b>232</b>                                                        | <b>8.5</b>     | <b>240.5</b> | <b>236</b>          | <b>7.8</b>     | <b>243.8</b> | <b>TOTAL POLICE DEPARTMENT</b>                         |  |  |  |
|                                                                   |                |              |                     |                |              |                                                        |  |  |  |
|                                                                   |                |              |                     |                |              | <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          | 1                   |                | 1.0          | Administrative Assistant                               |  |  |  |
| 1                                                                 |                | 1.0          | 1                   |                | 1.0          | Senior Secretary                                       |  |  |  |
| -                                                                 |                | -            | -                   |                | -            | Secretary                                              |  |  |  |
| 2                                                                 |                | 2.0          | 2                   |                | 2.0          | Custodian                                              |  |  |  |
| 1                                                                 |                | 1.0          | 1                   |                | 1.0          | Administrative Specialist                              |  |  |  |
|                                                                   | 0.7            | 0.7          |                     | 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>1.2</b>     | <b>12.2</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          |                     | 0.8            | 0.8          | 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>4.0</b>     | <b>6.0</b>   | <b>Sub-Total</b>                                       |  |  |  |
|                                                                   |                |              |                     |                |              |                                                        |  |  |  |
|                                                                   |                |              |                     |                |              | <b>Community Recreation (01605)</b>                    |  |  |  |
| 1                                                                 |                | 1.0          | 1                   |                | 1.0          | Division Director of Community Recreation              |  |  |  |
| 3                                                                 |                | 3.0          | 3                   |                | 3.0          | 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          |                     | 0.3            | 0.3          | Recreation Aide                                        |  |  |  |
|                                                                   | 2.5            | 2.5          |                     | 2.2            | 2.2          | Recreation Leader                                      |  |  |  |
| 1                                                                 | 2.5            | 3.5          | 1                   | 0.9            | 1.9          | Recreation Program Supervisor                          |  |  |  |
|                                                                   | 0.1            | 0.1          |                     | 0.1            | 0.1          | Recreation Instructor                                  |  |  |  |
|                                                                   | 1.8            | 1.8          |                     | 1.4            | 1.4          | Recreation Site Supervisor                             |  |  |  |
|                                                                   | 0.9            | 0.9          |                     | 0.6            | 0.6          | Recreation Facility Operator                           |  |  |  |
| <b>8.0</b>                                                        | <b>10.4</b>    | <b>18.4</b>  | <b>8.0</b>          | <b>6.3</b>     | <b>14.3</b>  | <b>Sub-Total</b>                                       |  |  |  |
|                                                                   |                |              |                     |                |              |                                                        |  |  |  |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                         |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|-----------------------------------------|--|--|--|
| FY 2022 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                         |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                         |  |  |  |
| Fiscal Year 2021                                                  |                |        | Fiscal Year 2022    |                |        |                                         |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals | POSITION TITLE                          |  |  |  |
|                                                                   |                |        |                     |                |        | <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    |                     |                | -      | Crew Supervisor                         |  |  |  |
|                                                                   |                |        | 1                   |                | 1.0    | Parks Supervisor                        |  |  |  |
| 11                                                                |                | 11.0   | 11                  |                | 11.0   | Combination of:                         |  |  |  |
|                                                                   |                |        |                     |                |        | Park Maintenance Technician             |  |  |  |
|                                                                   |                |        |                     |                |        | Parks Groundskeeper II                  |  |  |  |
|                                                                   |                |        |                     |                |        | Parks Groundskeeper I                   |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator I              |  |  |  |
| -                                                                 | 5.5            | 5.5    | -                   | 5.4            | 5.4    | Public Service Worker                   |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Public Service Worker/Operator          |  |  |  |
| 15                                                                | 5.5            | 20.5   | 15                  | 5.4            | 20.4   | <b>Sub-Total</b>                        |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Special Recreation (01610)</b>       |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Division Director of Special Recreation |  |  |  |
| 4                                                                 |                | 4.0    | 4                   |                | 4.0    | Program Coordinator                     |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Recreation Grants Specialist            |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Special Population Assistant            |  |  |  |
| 1                                                                 | 0.5            | 1.5    | 1                   | 0.5            | 1.5    | Custodian                               |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Senior Account Clerk                    |  |  |  |
|                                                                   | 1.4            | 1.4    |                     | 1.4            | 1.4    | Administrative Specialist               |  |  |  |
|                                                                   | 2.1            | 2.1    |                     | 2.1            | 2.1    | Recreation Leader                       |  |  |  |
| 2                                                                 | 3.1            | 5.1    | 2                   | 2.6            | 4.6    | Recreation Program Supervisor           |  |  |  |
|                                                                   | 0.3            | 0.3    |                     | 0.3            | 0.3    | Recreation Aide                         |  |  |  |
|                                                                   | 0.5            |        |                     | 0.2            | 0.2    | Van Driver                              |  |  |  |
|                                                                   | 0.2            | 0.2    |                     | 0.2            | 0.2    | Recreation Instructor                   |  |  |  |
| 11                                                                | 8.0            | 18.5   | 11                  | 7.2            | 18.2   | <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    | 3                   |                | 3.0    | Library Services Specialist             |  |  |  |
| 4                                                                 | 4.8            | 8.8    | 3                   | 5.1            | 8.1    | 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           |  |  |  |
| 14                                                                | 5.4            | 19.4   | 14                  | 5.7            | 19.7   | <b>Sub-Total</b>                        |  |  |  |
| 61                                                                | 34.7           | 95.2   | 61                  | 29.8           | 90.8   | <b>TOTAL PARKS &amp; RECREATION</b>     |  |  |  |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                                             |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|-------------------------------------------------------------|--|--|--|
| FY 2022 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                                             |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                                             |  |  |  |
| Fiscal Year 2021                                                  |                |        | Fiscal Year 2022    |                |        |                                                             |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals | POSITION TITLE                                              |  |  |  |
|                                                                   |                |        |                     |                |        | <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                              |  |  |  |
| 13                                                                | -              | 13.0   | 13                  | -              | 13.0   | <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                                    |  |  |  |
|                                                                   |                |        | 5                   |                | 5.0    | Combination of:                                             |  |  |  |
|                                                                   |                |        |                     |                |        | Dispatcher                                                  |  |  |  |
| 1                                                                 |                | 1.0    |                     |                |        | Senior Account Clerk                                        |  |  |  |
| 1                                                                 |                | 1.0    |                     |                |        | Senior Secretary                                            |  |  |  |
| 3                                                                 |                | 3.0    |                     |                |        | Account Clerk                                               |  |  |  |
| 9                                                                 | -              | 9.0    | 9                   | -              | 9.0    | <b>Sub-Total</b>                                            |  |  |  |
|                                                                   |                |        |                     |                |        | <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                            |  |  |  |
| 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                                            |  |  |  |
| 18                                                                | -              | 18.0   | 18                  | -              | 18.0   | <b>Sub-Total</b>                                            |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Motorized Equipment-Communications (Fund 44) (44120)</b> |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Communications Systems Manager                              |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Motorized Equipment-Warehouse (Fund 44) (44130)</b>      |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Public Works Warehouse Stock Clerk                          |  |  |  |

| CITY OF DANVILLE                                                  |                |  |        |    |                     |                |      |        |                                             |                                                                |
|-------------------------------------------------------------------|----------------|--|--------|----|---------------------|----------------|------|--------|---------------------------------------------|----------------------------------------------------------------|
| FY 2022 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |  |        |    |                     |                |      |        |                                             |                                                                |
| FTE = Full-time Equivalent                                        |                |  |        |    |                     |                |      |        |                                             |                                                                |
| Fiscal Year 2021                                                  |                |  |        |    | Fiscal Year 2022    |                |      |        |                                             |                                                                |
| Full-Time Positions                                               | Part-Time FTEs |  | Totals |    | Full-Time Positions | Part-Time FTEs |      | Totals | POSITION TITLE                              |                                                                |
|                                                                   |                |  |        |    |                     |                |      |        |                                             |                                                                |
|                                                                   |                |  |        |    |                     |                |      |        |                                             |                                                                |
|                                                                   |                |  |        |    |                     |                |      |        |                                             | P/W Sewer Maintenance (Fund 51) (51220)                        |
| 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                                          |
|                                                                   |                |  |        |    |                     |                |      |        |                                             | Public Service Worker/ Operator                                |
| 11                                                                | -              |  | 11.0   |    | 11                  | -              |      | 11.0   |                                             | Sub-Total                                                      |
|                                                                   |                |  |        |    |                     |                |      |        |                                             |                                                                |
|                                                                   |                |  |        |    |                     |                |      |        |                                             | P/W Sanitation-Code Enforcement (Fund 58) (58150)              |
| 2                                                                 |                |  | 2.0    |    | 2                   |                |      | 2.0    |                                             | Code Enforcement Inspector                                     |
|                                                                   |                |  |        |    |                     |                |      |        |                                             |                                                                |
|                                                                   |                |  |        |    |                     |                |      |        |                                             | P/W Sanitation-Composting (Fund 58) (58120)                    |
| 1                                                                 |                |  | 1.0    |    | 1                   |                |      | 1.0    |                                             | Sanitation Operator I                                          |
|                                                                   |                |  |        |    |                     |                |      |        |                                             |                                                                |
|                                                                   |                |  |        |    |                     |                |      |        |                                             | P/W Sanitation-Recycling (Fund 58) (58140)                     |
| 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    |                                             | Sub-Total                                                      |
|                                                                   |                |  |        |    |                     |                |      |        |                                             |                                                                |
|                                                                   |                |  |        |    |                     |                |      |        |                                             | P/W Sanitation-Residential Refuse Collection (Fund 58) (58110) |
| 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:                                                |
|                                                                   |                |  |        |    |                     |                |      |        |                                             | PW Crew Supervisor                                             |
|                                                                   |                |  |        |    |                     |                |      |        |                                             | Sanitation Operator II                                         |
|                                                                   |                |  |        |    |                     |                |      |        |                                             | Sanitation Operator I                                          |
|                                                                   |                |  |        |    |                     |                |      |        |                                             | Public Service Worker                                          |
|                                                                   |                |  |        |    |                     |                |      |        |                                             | Public Service Worker/Operator                                 |
|                                                                   |                |  |        |    |                     |                |      |        |                                             | Solid Waste Collector                                          |
| 13                                                                | -              |  | 13.0   |    | 13                  | -              |      | 13.0   |                                             | Sub-Total                                                      |
|                                                                   |                |  |        |    |                     |                |      |        |                                             |                                                                |
|                                                                   |                |  |        |    |                     |                |      |        | P/W Sanitation-Yardwaste (Fund 58) (58130)  |                                                                |
| 8                                                                 |                |  | 8.0    | 8  |                     |                | 8.0  |        | Combination of:                             |                                                                |
|                                                                   |                |  |        |    |                     |                |      |        | Crew Supervisor                             |                                                                |
|                                                                   |                |  |        |    |                     |                |      |        | Sanitation Operator I                       |                                                                |
|                                                                   |                |  |        |    |                     |                |      |        | Sanitation Operator II                      |                                                                |
|                                                                   |                |  |        |    |                     |                |      |        | Public Service Worker                       |                                                                |
|                                                                   |                |  |        |    |                     |                |      |        | Public Service Worker/Operator              |                                                                |
| 8                                                                 |                |  | 8.0    | 8  |                     |                | 8.0  |        |                                             |                                                                |
|                                                                   |                |  |        |    |                     |                |      |        |                                             |                                                                |
|                                                                   |                |  |        |    |                     |                |      |        | P/W VDOT-Engineering (Fund 15-244) (15110)  |                                                                |
| 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                 |                                                                |
|                                                                   |                |  |        |    |                     |                |      |        | PW 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 |        | Sub-Total                                   |                                                                |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                                            |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|------------------------------------------------------------|--|--|--|
| FY 2022 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                                            |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                                            |  |  |  |
| Fiscal Year 2021                                                  |                |        | Fiscal Year 2022    |                |        |                                                            |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals | POSITION TITLE                                             |  |  |  |
|                                                                   |                |        |                     |                |        | <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                                      |  |  |  |
|                                                                   |                |        |                     |                |        | 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                                      |  |  |  |
|                                                                   |                |        |                     |                |        | Public Service Worker/ Operator                            |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator II                                |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator I                                 |  |  |  |
| 7                                                                 | -              | 7.0    | 7                   | -              | 7.0    | <b>Sub-Total</b>                                           |  |  |  |
|                                                                   |                |        |                     |                |        | <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    | 1                   |                | 1.0    | Application Specialist I                                   |  |  |  |
| 26                                                                |                | 26.0   | 26                  |                | 26.0   | Combination of:                                            |  |  |  |
|                                                                   |                |        |                     |                |        | Heavy Equipment Operator                                   |  |  |  |
|                                                                   |                |        |                     |                |        | Construction Inspector                                     |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator III                               |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator II                                |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator I                                 |  |  |  |
|                                                                   |                |        |                     |                |        | Public Service Worker                                      |  |  |  |
|                                                                   |                |        |                     |                |        | 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 Ops Engineer                               |  |  |  |
| 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                                      |  |  |  |
|                                                                   |                |        |                     |                |        | Public Service Worker/ Operator                            |  |  |  |
| 9                                                                 | -              | 9.0    | 9                   | -              | 9.0    | <b>Sub-Total</b>                                           |  |  |  |
| 180                                                               | -              | 180    | 180                 | -              | 180    | <b>TOTAL PUBLIC WORKS DEPARTMENT</b>                       |  |  |  |

| CITY OF DANVILLE                                                  |                |        |  |                     |                |        |  |                                                         |  |
|-------------------------------------------------------------------|----------------|--------|--|---------------------|----------------|--------|--|---------------------------------------------------------|--|
| FY 2022 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |  |                     |                |        |  |                                                         |  |
| FTE = Full-time Equivalent                                        |                |        |  |                     |                |        |  |                                                         |  |
| Fiscal Year 2021                                                  |                |        |  | Fiscal Year 2022    |                |        |  | POSITION TITLE                                          |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals |  | Full-Time Positions | Part-Time FTEs | Totals |  |                                                         |  |
|                                                                   |                |        |  |                     |                |        |  | <b>TRANSPORTATION DEPARTMENT</b>                        |  |
|                                                                   |                |        |  |                     |                |        |  | <b>Airport (01350)</b>                                  |  |
| 1                                                                 |                | 1.0    |  | 1                   |                | 1.0    |  | Senior Administrative Assistant                         |  |
| 1                                                                 |                | 1.0    |  | 1                   |                | 1.0    |  | Transportation Services Operations & Maint Mgr          |  |
| 1                                                                 |                | 1.0    |  | 1                   |                | 1.0    |  | Airport Maintenance Security Tech II                    |  |
| 2                                                                 | 3.0            | 5.0    |  | 2                   | 3.2            | 5.2    |  | Airport Maintenance Security Tech I                     |  |
| 5                                                                 | 3.0            | 8.0    |  | 5                   | 3.2            | 8.2    |  | <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 Supervisor                               |  |
| 1                                                                 |                | 1.0    |  | 1                   |                | 1.0    |  | Senior Administrative Assistant                         |  |
| 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                                                                | 5.5            | 35.5   |  | 30                  | 6.5            | 36.5   |  | Combination of:                                         |  |
|                                                                   |                |        |  |                     |                |        |  | Transit Driver I                                        |  |
|                                                                   |                |        |  |                     |                |        |  | Transit Driver II                                       |  |
| 2                                                                 |                | 2.0    |  | 2                   |                | 2.0    |  | Account Clerk                                           |  |
| 38                                                                | 5.5            | 43.5   |  | 38                  | 6.5            | 44.5   |  | <b>Sub-Total</b>                                        |  |
| 43                                                                | 8.5            | 51.5   |  | 43                  | 9.7            | 52.7   |  | <b>TOTAL TRANSPORTATION DEPARTMENT</b>                  |  |
|                                                                   |                |        |  |                     |                |        |  | <b>UTILITIES DEPARTMENT</b>                             |  |
|                                                                   |                |        |  |                     |                |        |  | <b>Utilities Administration (Fund 54) (50100)</b>       |  |
| 1                                                                 |                | 1.0    |  | 1                   |                | 1.0    |  | Utilities Director                                      |  |
| 1                                                                 |                | 1.0    |  | 1                   |                | 1.0    |  | Key Accounts Manager                                    |  |
|                                                                   |                | -      |  | 1                   |                | 1.0    |  | Energy Advisor                                          |  |
| 2                                                                 | -              | 2.0    |  | 3                   | -              | 3.0    |  | <b>Sub-Total</b>                                        |  |
|                                                                   |                |        |  |                     |                |        |  | <b>Utilities - Fiscal Services (Fund 54) (50110)</b>    |  |
| 1                                                                 |                | 1.0    |  | 1                   |                | 1.0    |  | Division Director of Support Services                   |  |
| 1                                                                 |                | 1.0    |  | 1                   |                | 1.0    |  | Senior Secretary                                        |  |
| 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                             |  |
|                                                                   |                |        |  | 1                   |                | 1.0    |  | Custodian                                               |  |
| 2                                                                 |                | 2.0    |  | 2                   |                | 2.0    |  | Senior Account Clerk                                    |  |
| 3                                                                 |                | 3.0    |  | 3                   |                | 3.0    |  | Warehouse Stock Clerk                                   |  |
| 11                                                                | -              | 11.0   |  | 12                  | -              | 12.0   |  | <b>Sub-Total</b>                                        |  |
|                                                                   |                |        |  |                     |                |        |  | <b>Water Treatment Administration (Fund 52) (52100)</b> |  |
| 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    |  | <b>Sub-Total</b>                                        |  |
|                                                                   |                |        |  |                     |                |        |  | <b>Water Treatment (Fund 52) (52130)</b>                |  |
| 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                  |  |
| 14                                                                | -              | 14.0   |  | 14                  | -              | 14.0   |  | <b>Sub-Total</b>                                        |  |

| CITY OF DANVILLE                                                  |                |        |                     |                |        |                                                                  |  |  |  |
|-------------------------------------------------------------------|----------------|--------|---------------------|----------------|--------|------------------------------------------------------------------|--|--|--|
| FY 2022 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                                                  |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                                                  |  |  |  |
| Fiscal Year 2021                                                  |                |        | Fiscal Year 2022    |                |        |                                                                  |  |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals | Full-Time Positions | Part-Time FTEs | Totals | POSITION TITLE                                                   |  |  |  |
|                                                                   |                |        |                     |                |        | <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    | -                   |                | -      | Water and Gas Distribution Supervisor                            |  |  |  |
| 6                                                                 |                | 6.0    | 6                   |                | 6.0    | Combination of:                                                  |  |  |  |
|                                                                   |                |        |                     |                |        | Water and Gas Crew Supervisor                                    |  |  |  |
|                                                                   |                |        |                     |                |        | W&G Construction Crew Supervisor                                 |  |  |  |
|                                                                   |                |        |                     |                |        | Water and Gas Welder/Crew Supervisor                             |  |  |  |
| 15                                                                |                | 15.0   | 15                  |                | 15.0   | Combination of:                                                  |  |  |  |
|                                                                   |                |        |                     |                |        | Heavy Equipment Operator                                         |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator III                                     |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator II                                      |  |  |  |
|                                                                   |                |        |                     |                |        | Motor Equipment Operator I                                       |  |  |  |
|                                                                   |                |        |                     |                |        | Construction Worker                                              |  |  |  |
| 1                                                                 |                | 1.0    | -                   |                | -      | Public Service Worker                                            |  |  |  |
| 24                                                                | -              | 24.0   | 22                  | -              | 22.0   | 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    | 1                   |                | 1.0    | Project Manager                                                  |  |  |  |
| 1                                                                 |                | 1.0    | 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                       |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Water and Gas Meter Tech.                                        |  |  |  |
| 3                                                                 | -              | 3.0    | 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 2022 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |        |                     |                |        |                                                        |  |  |  |
| FTE = Full-time Equivalent                                        |                |        |                     |                |        |                                                        |  |  |  |
| Fiscal Year 2021                                                  |                |        | Fiscal Year 2022    |                |        |                                                        |  |  |  |
| 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                          |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Inspector-Contractor Manager                           |  |  |  |
| -                                                                 |                | -      | -                   |                | -      | 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                                 |  |  |  |
| 2                                                                 |                | 2.0    | 2                   |                | 2.0    | Electric OH/UG Equipment Operator                      |  |  |  |
| 3                                                                 |                | 3.0    | 3                   |                | 3.0    | Electric Right of Way Trimmer                          |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Dispatcher                                             |  |  |  |
| 36                                                                | -              | 36.0   | 36                  | -              | 36.0   | <b>Sub-Total</b>                                       |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Electric Engineering (Fund 54) (54110)</b>          |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Electric Engineering Tech Manager                      |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Electric Engineering Technician/Compliance Coordinator |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | 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    | 1                   |                | 1.0    | Senior Electric Engineer                               |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Electric Engineer                                      |  |  |  |
| 1                                                                 |                | 1.0    | 1                   |                | 1.0    | Senior Secretary                                       |  |  |  |
| 11                                                                | -              | 11.0   | 11                  | -              | 11.0   | <b>Sub-Total</b>                                       |  |  |  |
|                                                                   |                |        |                     |                |        | <b>Electric Hydro (Fund 54) (54150)</b>                |  |  |  |
| 1                                                                 |                | 1.0    | -                   |                | -      | Hydro-Electric Supt.                                   |  |  |  |
| 1                                                                 |                | 1.0    | -                   |                | -      | Hydro Electric Maintenance Technician                  |  |  |  |
| 4                                                                 |                | 4.0    | -                   |                | -      | Hydro-Electric Operator                                |  |  |  |
| 1                                                                 |                | 1.0    | -                   |                | -      | Hydro-Electric Attendant                               |  |  |  |
| 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 2022 PROPOSED AUTHORIZED FULL-TIME AND PART-TIME FTE POSITIONS |                |         |  |                     |                  |         |                                                        |  |  |
| FTE = Full-time Equivalent                                        |                |         |  |                     |                  |         |                                                        |  |  |
| Fiscal Year 2021                                                  |                |         |  |                     | Fiscal Year 2022 |         |                                                        |  |  |
| Full-Time Positions                                               | Part-Time FTEs | Totals  |  | Full-Time Positions | Part-Time FTEs   | Totals  | POSITION TITLE                                         |  |  |
|                                                                   |                |         |  |                     |                  |         |                                                        |  |  |
|                                                                   |                | -       |  |                     |                  | -       | Electric Substations (Fund 54) (54130)                 |  |  |
| 1                                                                 |                | 1.0     |  | 1                   |                  | 1.0     | Electric Substation Superintendent                     |  |  |
|                                                                   |                |         |  | 1                   |                  | 1.0     | Electric Substation Supervisor                         |  |  |
| 12                                                                |                | 12.0    |  | 11                  |                  | 11.0    | Utility Operator Supervisor                            |  |  |
|                                                                   |                |         |  |                     |                  |         | Combination of:                                        |  |  |
|                                                                   |                |         |  |                     |                  |         | Utility Operator                                       |  |  |
|                                                                   |                |         |  |                     |                  |         | Electric Substation Technician                         |  |  |
| 13                                                                | -              | 13.0    |  | 13                  | -                | 13.0    | Sub-Total                                              |  |  |
|                                                                   |                |         |  |                     |                  |         |                                                        |  |  |
|                                                                   |                |         |  |                     |                  |         | Telecommunications (Fund 55) (55110)                   |  |  |
| 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     | Sub-Total                                              |  |  |
|                                                                   |                |         |  |                     |                  |         |                                                        |  |  |
| 151.0                                                             | -              | 151.0   |  | 144.0               | -                | 144.0   | TOTAL UTILITIES DEPARTMENT                             |  |  |
|                                                                   |                |         |  |                     |                  |         |                                                        |  |  |
|                                                                   |                |         |  |                     |                  |         | CONSTITUTIONAL OFFICES                                 |  |  |
| 2                                                                 |                | 2.0     |  | 2                   |                  | 2.0     | Registrar                                              |  |  |
| 9                                                                 | 1.5            | 10.5    |  | 10                  | 1.5              | 11.5    | Commissioner of the Revenue                            |  |  |
| 4                                                                 |                | 4.0     |  | 4                   |                  | 4.0     | City Treasurer                                         |  |  |
| 82                                                                |                | 82.0    |  | 82                  | 2.0              | 84.0    | 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   |  | 138                 | 3.5              | 141.5   | TOTAL CONSTITUTIONAL OFFICES                           |  |  |
|                                                                   |                |         |  |                     |                  |         |                                                        |  |  |
| 1,058                                                             | 61             | 1,118   |  | 1,059               | 51               | 1,110   | GRAND TOTAL                                            |  |  |
|                                                                   |                |         |  |                     |                  |         |                                                        |  |  |
|                                                                   |                |         |  |                     |                  |         | OTHER ELECTED OFFICIALS (Part-time)                    |  |  |
|                                                                   |                |         |  |                     |                  |         | Not included in totals below                           |  |  |
| -                                                                 | 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     | TOTAL OTHER ELECTED OFFICIALS                          |  |  |
|                                                                   |                |         |  |                     |                  |         |                                                        |  |  |
|                                                                   |                |         |  |                     |                  |         | FUND TOTALS                                            |  |  |
| 692                                                               | 56.3           | 748.3   |  | 700                 | 43.1             | 743.1   | General Fund (does not include Constitutional Offices) |  |  |
| 80                                                                | -              | 80.0    |  | 80                  | -                | 80.0    | VDOT Fund                                              |  |  |
| 4                                                                 | -              | 4.0     |  | 4                   | -                | 4.0     | Central Services                                       |  |  |
| 19                                                                | -              | 19.0    |  | 19                  | -                | 19.0    | Motorized Equipment                                    |  |  |
| 38                                                                | 5.5            | 43.5    |  | 38                  | 6.5              | 44.5    | 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    |  | 45                  | -                | 45.0    | Gas Fund                                               |  |  |
| 86                                                                | -              | 86.0    |  | 81                  | -                | 81.0    | Electric Fund                                          |  |  |
| 2                                                                 | -              | 2.0     |  | 2                   | -                | 2.0     | Telecommunications Fund                                |  |  |
| 1,035                                                             | 61.8           | 1,096.8 |  | 1,036               | 49.6             | 1,085.6 |                                                        |  |  |
| 6                                                                 | -              | 6.0     |  | 6                   | -                | 6.0     | CDBG Fund                                              |  |  |
| 137                                                               | 1.5            | 138.5   |  | 138                 | 3.5              | 141.5   | Constitutional Officer                                 |  |  |
| 1,178                                                             | 63.3           | 1,241.3 |  | 1,180               | 53.1             | 1,233.1 | GRAND TOTAL                                            |  |  |

# Council Letter

## City of Danville, Virginia



**CL-2509**

**New Business K.**

**City Council Regular Meeting**

**Meeting Date:** 05/04/2021

**Subject:** Recreation Enrichment Program

**From:** William Sgrinia, Director of Parks, Recreation & Tourism

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### **COUNCIL ACTION**

First Reading: 05/04/2021

Final Adoption: 05/18/2021

### **SUMMARY**

The Danville-Pittsylvania Community Services Board will award funds in the amount of \$55,220 to the City's Department of Parks and Recreation for Fiscal Year 2021 for the Recreation Enrichment Program.

### **BACKGROUND**

The Danville-Pittsylvania Community Services Board will award funds in the amount of \$55,220 to the City's Department of Parks and Recreation. This is a continuation of funding which the City receives each year. With these funds, the Special Recreation Division provides recreation, education, and cultural services for individuals with intellectual impairments. The funds will be matched with the in-kind funds of \$130,882 for a total appropriation of \$186,102. The in-kind funds are included with the City's Fiscal Year 2021 budget.

### **RECOMMENDATION**

It is recommended that City Council adopt an Ordinance appropriating funds to the City's Department of Parks and Recreation.

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### **Attachments**

Ordinance

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

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

ORDINANCE NO. 2021-\_\_\_\_.\_\_\_\_

AN ORDINANCE AMMENDING THE FISCAL YEAR 2021 BUDGET APPROPRIATION ORDINANCE TO PROVIDE FOR FUNDS IN THE AMOUNT OF \$55,220 FOR A RECREATION ENRICHMENT PROGRAM AND THE LOCAL IN-KIND SHARE OF \$130,882 FOR A TOTAL APPROPRIATION OF \$186,102 AND APPROPRIATION OF SAME.

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Danville, Virginia, that the Fiscal Year 2021 Budget Appropriation Ordinance be, and the same is hereby, amended by increasing revenues for funds from Danville-Pittsylvania Community Services in the amount of \$55,200 and in-kind services in the amount of 130,882 for the purpose of operating a Recreation Enrichment Program to provide services for the intellectually disabled, appropriating same within the Special Grants Fund, such appropriation be as follows:

| <b><u>ANTICIPATED REVENUES</u></b>                                     |                       |                      |
|------------------------------------------------------------------------|-----------------------|----------------------|
| <b><u>Description</u></b>                                              | <b><u>Account</u></b> | <b><u>Amount</u></b> |
| Categorical Aid--State:<br>Danville-Pittsylvania<br>Community Services | 60299000-45620        | \$ 55,220            |
| Local Share:<br>In-kind Services<br>Recreation Enrichment Program      | 60300000-44890        | <u>\$130,882</u>     |
|                                                                        | Total                 | <u>\$186,102</u>     |

**ANTICIPATED EXPENDITURES**

| <b><u>Description</u></b>          | <b><u>Account</u></b> | <b><u>Amount</u></b> |
|------------------------------------|-----------------------|----------------------|
| Recreation Enrichment              | 60299999-50           | \$ 55,220            |
| Recreation Enrichment-<br>In-Kind: |                       |                      |
| Salaries & Wages                   | 60300000-59500        | \$ 97,800            |
| FICA Taxes                         | 60300000-59510        | \$ 7,900             |
| Retirement-ERS                     | 60300000-59520        | \$ 2,942             |
| Automotive/Motor Pool              | 60300000-59615        | \$ 12,972            |
| Utilities                          | 60300000-59625        | \$ 8,492             |
| Telephone                          | 60300000-59635        | \$ 776               |
|                                    | Sub-Total             | <u>\$ 130,882</u>    |
|                                    | Total                 | <u>\$ 186,102</u>    |

AND BE IT FURTHER ORDAINED, that all other accounts and provisions of the Fiscal Year 2021 Budget Appropriation Ordinance not hereby amended shall continue in full force and effect unless and until hereafter further amended or repealed; and

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

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CLERK

Approved as to  
Form and Legal Sufficiency:

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

# Council Letter

## City of Danville, Virginia



**CL-2448**

**New Business L.**

**City Council Regular Meeting**

**Meeting Date:** 05/04/2021

**Subject:** FEMA Advanced Assistance Funding - Apple Branch Watershed Engineering Study

**From:** Brian Dunevant, Assistant Public Works Director & City Engineer

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### COUNCIL ACTION

First Reading: 05/04/2021

Final Adoption: 05/18/2021

### SUMMARY

The City of Danville received Pre-Disaster Mitigation Grant funds in the amount of \$150,000 to study flash flooding along Apple Branch in the vicinity of Riverside Drive and Audubon Drive. The allocated funds need to be appropriated into the Special Grants Fund account.

### BACKGROUND

In November 2019, the City of Danville applied to the Virginia Department of Emergency Management for Federal Emergency Management Agency funding, for an engineering study regarding flash flooding that occurs at the lower end of Apple Branch along Audubon Drive near Riverside Drive. The City received notification that Pre-Disaster Mitigation Grant funds had been allocated for the study. These funds represent 75% of the estimated cost of the study, the City is required to match the remaining 25% of the funds.

### RECOMMENDATION

It is recommended that City Council adopt the attached Ordinance appropriating Federal Emergency Management Agency Pre-Disaster Mitigation Grant Program funds in the amount of \$150,000.

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### Attachments

Ordinance

Notification Letter

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

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

ORDINANCE NO. 2021-\_\_\_\_.\_\_\_\_

AN ORDINANCE AMENDING THE FISCAL YEAR 2021 BUDGET APPROPRIATION ORDINANCE FOR A PROJECT TO BE UNDERTAKEN WITHIN THE CITY OF DANVILLE AND TO BE FINANCED ANTICIPATING REVENUES FROM FEDERAL EMERGENCY MANAGEMENT AGENCY IN THE AMOUNT OF \$150,000.

WHEREAS, the City of Danville requested the Federal Emergency Management Agency to allocate Pre-Disaster Mitigation Grant Program funds to perform an engineering study in the Apple Branch watershed; and

WHEREAS, the City of Danville has received notification of an allocation in the amount of \$150,000 from the Pre-Disaster Mitigation Grant Program; and

WHEREAS, these funds represent 75% of the estimated project cost and will be appropriated for the engineering study as previously described; and

WHEREAS, the city has an obligation to match the remaining 25% of the estimated project cost; and

WHEREAS, previously approved and appropriated capital funds will be used to meet the city obligations for the required locality match.

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Danville, Virginia, that the Fiscal Year 2021 Budget Appropriation Ordinance be, and is hereby, amended by using anticipated revenues from the Federal Emergency Management Agency in the amount of \$150,000, and such funds to be appropriated as follows:

**ANTICIPATED REVENUES**

| <u>Description</u>                       | <u>Account No.</u> | <u>Amount</u>     |
|------------------------------------------|--------------------|-------------------|
| Special Grants Fund                      |                    |                   |
| Apple Branch Watershed Engineering Study |                    |                   |
| FEMA Pre-Disaster Mitigation Grant       | 61657000-48055     | <u>\$ 150,000</u> |

**ANTICIPATED EXPENDITURES**

| <u>Description</u>                       | <u>Account No.</u> | <u>Amount</u>     |
|------------------------------------------|--------------------|-------------------|
| Special Grants Fund                      |                    |                   |
| Apple Branch Watershed Engineering Study |                    |                   |
| FEMA Pre-Disaster Mitigation Grant       | 61657999-50        | <u>\$ 150,000</u> |

AND BE IT FURTHER ORDAINED, that a flexible budget is hereby authorized whereby appropriations may be increased to the extent that actual revenues exceed the original revenue budget amount; and

BE IT FINALLY ORDAINED, that all other accounts and provisions of the Fiscal Year 2021 Budget Appropriation Ordinance as amended, not hereby amended, shall continue in full force and effect unless and until hereafter further amended or repealed.

APPROVED:

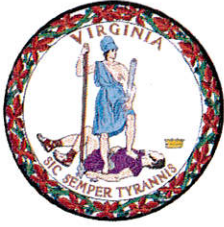
\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CLERK

Approved as to  
Form and Legal Sufficiency:

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



# COMMONWEALTH OF VIRGINIA

## Department of Emergency Management

9711 Farrar Court, Suite 200, North Chesterfield, Virginia 23236  
TEL 804.267.7600 TDD 804.674.2417 FAX 804.272.2046

**CURTIS C. BROWN**  
State Coordinator of  
Emergency Management

October 20, 2020

Mr. Brian L. Dunevant, P.E.  
Assistant Director of Public Works/City Engineer  
427 Patton St. P.O. Box 3300  
Danville, VA 24543

RE: PDMC-PL-03-VA-2019-002, Advance Assistance City of Danville  
Apple Branch Watershed Engineering Study

Dear Mr. Dunevant:

I am pleased to notify you that the Federal Emergency Management Agency has approved the project titled "Advance Assistance City of Danville Apple Branch Watershed Engineering Study." The funds have been obligated through the Pre-Disaster Mitigation Grant Program. Attached you will find the grant award package. Please read all documents carefully prior to initiating your project. As funded, the federal share is 75 percent of the total project costs.

Your project cannot begin until the authorized agent has signed the grant award package. No reimbursements will be made until the award package is signed and received by the Virginia Department of Emergency Management. Please sign the attached grant agreement, scan, and email it to Amy Howard, mitigation grants administrator. Congratulations on the approval of this project. If you have questions regarding this award or the implementation of your project, please contact Amy Howard at (804) 267-7733 or by e-mail at [Amy.Howard@vdem.virginia.gov](mailto:Amy.Howard@vdem.virginia.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "Curtis C. Brown".

Curtis C. Brown  
Alternate Governor's Authorized Representative

Enclosures

CCB/DJM/ash



# COMMONWEALTH OF VIRGINIA

## Department of Emergency Management

9711 Farrar Court, Suite 200, North Chesterfield, Virginia 23236  
TEL 804.267.7600 TDD 804.674.2417 FAX 804.272.2046

**CURTIS C. BROWN**  
State Coordinator of  
Emergency Management

### Pre-Disaster Mitigation Grant Program

Grant Agreement

**PDMC-PL-03-VA-2019-002**

This Agreement is made as of this 24<sup>th</sup> day of September 2020, by and between the Virginia Department of Emergency Management, hereinafter called "VDEM," and the City of Danville herein after called the "Sub-grantee." The DUNS number for the City of Danville is **066008251**.

The parties to this Agreement, in consideration of the mutual covenants and stipulations set out herein, agree as follows:

(1) **GENERAL PROVISIONS:**

This Agreement is a sub-grant award of federal funds from VDEM to the sub-grantee. VDEM has received a grant from the Department of Homeland Security Federal Emergency Management Agency Pre-Disaster Mitigation Grant Program, Catalog of Federal Domestic Assistance Number 97.047. The sub-grantee shall implement the project as set forth in the grant Agreement documents. These documents consist of:

- (1) Executed Grant Agreement;
- (2) Scope of Services, Attachment A;
- (3) Project Budget, Attachment B;
- (4) Milestone Table, Attachment C; and
- (5) Grant Assistance Agreements and VDEM-FEMA General Terms and Conditions and Assurances; Attachment D.

**State agencies acting as the sub-grantee shall report all federal funds received as part of this Agreement as federal pass-thru funds on their agency's Schedule of Federal Assistance.**

Nothing in this Agreement shall be construed as authority for either party to make commitments, which will bind the other party beyond the Scope of Work contained herein. Furthermore, the sub-grantee shall assign, sublet, or subcontract any work related to this Agreement or any interest it may have herein with full compliance with federal and state procurement regulations. The schedule of service set forth in the Scope of Work and Milestone Table shall be deemed to have been consented to, as required by the preceding sentence, upon the execution of this Agreement by VDEM.

(2) SCOPE OF SERVICES:

The sub-grantee shall provide the service to VDEM set forth and summarized in the Scope of Work (Attachment A) and Milestone Table (Attachment C). All deliverables shall conform to accepted standards and practices. If there is any change in the original scope of work, a formal request must be made to VDEM for review and approval prior to implementing the change. These attachments are consistent with the original VDEM-FEMA (Federal Emergency Management Agency) grant project application. The sub-grantee shall provide VDEM with quarterly reports and a final report on the progress of work set forth in the Scope of Work. The quarterly reports and final report shall contain the following components: (1) a narrative describing in detail the progress of the sub-grantee in fulfilling the provisions of the Scope of Work; (2) Reimbursement Requests as needed that itemize the expenses incurred by the sub-grantee, including separate columns for the federal, state, and the sub-grantee's matching contribution to the total cost of services as reflected in the Project Budget - Attachment B; and (3) the schedule of specific project tasks with target completion dates and actual completion dates (Milestone Table – Attachment C). The first quarterly report is due to VDEM at the end of the first complete quarter following the award of the grant.

Reporting Period

January 1 – March 31

April 1 – June 30

July 1 – September 30

October 1 – December 31

Report Due to VDEM

no later than April 15

no later than July 15

no later than October 15

no later than January 15

(3) TIME OF PERFORMANCE:

The services of the sub-grantee shall begin on the date of sub-grantee's signature of this document and terminate on **9-23-2023**, unless otherwise altered through provisions of this Agreement or extended by written authorization of VDEM. Requests for a time of performance extension must be received in writing by VDEM within 75 days of termination date with reasons for the requested time of performance extension and a revised Milestone Table – Attachment C. All time limits stated are of essence of this Agreement. All funds must be obligated no later than the project completion date. The final request for reimbursement must be received no later than 60 days after the completion date for the project.

(4) COMPENSATION:

The total project award from VDEM is **\$200,000** provided through the Pre-Disaster Mitigation Grant Program. FEMA shall provide funds for the project identified in the Scope of Work (Attachment A) totaling **\$150,000**. The sub-grantee agrees to provide a match in the amount of **\$50,000**. The sub-grantee is aware of and shall comply with cost-sharing requirements of federal and state mitigation grant assistance; specifically, that federal assistance is limited to 75 percent of eligible expenditures, and the sub-grantee shall provide from the sub-grantee's funds 25 percent of eligible costs. The non-federal funds must be from a non-federal funding source and can be completely fulfilled by in-kind services as long as financial records document them as such.

VDEM shall release the grant award to the sub-grantee on a cost-reimbursement basis upon receipt and approval of the sub-grantee's quarterly and final reports and deliverables as required by this Agreement or at other times agreed to by VDEM. Any cost overruns incurred by the sub-grantee during the time of performance shall be the responsibility of the sub-grantee. The sub-grantee shall spend the funds according to the specified categories of the contract budget. The sub-grantee shall

use mitigation grant funds solely for the purposes for which these funds are provided and as approved by FEMA and VDEM. General policies for determining allowable costs are established in 2 Code of Federal Regulations (CFR), Part 200, subpart E (included in Attachment D) and the appropriate OMB circulars that identify cost principles for different kinds of organizations. Minor shifts of the funds among categories by the sub-grantee, not to exceed 10 percent of any budget line item are permissible, but in no case can the total expenditures exceed the amount provided by this contract. Shifts in funds exceeding 10 percent among budget line items must be approved in writing by VDEM.

(5) ASSISTANCE:

VDEM agrees upon request of the sub-grantee to furnish, or otherwise make available to the sub-grantee, copies of existing non-proprietary materials in the possession of VDEM that are reasonably related to the subject matter of this Agreement and are necessary to the sub-grantee for completion of its performance under this Agreement. VDEM Grants Division staff will provide technical support to the sub-grantee and make periodic site visits to monitor progress.

(6) ACKNOWLEDGEMENTS:

The role of the Virginia Department of Emergency Management (VDEM) and the Federal Emergency Management Agency (FEMA) must be clearly stated in all press releases, news articles, and request for proposals, bid solicitations and other documents describing this project, whether funded in whole or part.

Acknowledgement of financial assistance, with VDEM and FEMA logos, must be printed on all reports, studies, web sites, and other products (including map products) supported, in whole or in part, by this award or any sub-award. The sub-grantee is responsible for contacting VDEM staff in adequate time to obtain the logo in camera-ready or digital form. The final draft must be approved by VDEM staff prior to production. The acknowledgement should read as follows:

*This report was funded by the Federal Emergency Management Agency through the Virginia Department of Emergency Management, via Grant Agreement Number PDMC-PL-03-VA-2019-002 for \$200,000.*

(7) CREATION OF INTELLECTUAL PROPERTY:

To the extent that the copyright to any copyrightable material created pursuant to this Agreement is owned by the sub-grantee and/or the sub-grantee is empowered to license its use, VDEM agrees to grant to the sub-grantee, and hereby does grant to the sub-grantee, a license to use the materials so owned for public, not-for-profit purpose within the territory of the Commonwealth and shall execute and deliver such further documents as the Commonwealth may reasonably request for the purpose of acknowledging or implementing such license.

A copyright notice shall be placed in an appropriate location on any copyrightable material being distributed or published. Such notice shall include (1) either the symbol "©", the word "Copyright", or the abbreviation "Copr."; (2) the year of first publication; and (3) the name of the copyright owner (the Commonwealth of Virginia). This information shall be followed by the words, "all rights reserved."

(8) STRUCTURAL MITIGATION REQUIREMENTS:

Specific requirements must be adhered to for structural mitigation projects such as structural relocation, property acquisition and demolition, and structural retrofitting or improvement as detailed in Attachment D. These requirements can include deed restrictions, operation and maintenance plans, and insurance requirements, as dictated by the specific grant and project requirements.

(9) BREACH AND TERMINATION:

In the event of breach by the sub-grantee of this Agreement, VDEM shall provide written notice to the sub-grantee specifying the manner in which the Agreement has been breached. If a notice of breach is given and the sub-grantee has not substantially corrected the breach within 60 days of receipt of the written notice, VDEM shall have the right to terminate the Agreement. The sub-grantee shall be paid for no service rendered or expense incurred after receipt of the notice of termination, except such fees and expenses incurred prior to the effective date of termination that are necessary for curtailment of its work under the Agreement. Termination of this Agreement can occur as an effect of one of two results: First, as a result of the proper completion and closeout of this project. Second, termination may occur as a result of *Termination for Convenience* or other termination as allowed or required by 2 CFR 200.339 for projects which cannot be completed as described in the FEMA-approved grant project application and the Scope of Services – Attachment, herein. Communication of this decision and information related to the project termination will be provided to the sub-grantee in coordination with FEMA through registered mail.

IN WITNESS THEREOF, the parties have caused this Agreement to be executed by the following duly authorized officials:

**Sub-grantee:**

City of Danville

By:



Date:

10/28/2020  
Authorized Sub-grantee Signatory

**Grantor:**

Virginia Department of Emergency Management

By:



Date: October 22, 2020

State Coordinator of Emergency Management

**Project Sponsor: City of Danville**

**Project Title: Advanced Assistance Apple Branch Watershed Engineering Study**

**Project Description from PDM application:**

The overall goal of the study is to propose a mitigation project to improve this area. Apple Branch improvement project consists of the removal of the two buildings at the corner of Audubon Drive and Riverside Drive to create greenspace. The project also consist of restoring the stream channel where one building currently spans the waterway. The project also consists of a constructed floodwall or berm parallel to Riverside to direct any flooding back into Apple Branch. The storm drainage system along Audubon Drive near Riverside would also be upsized to direct flow back to Apple Branch. The sharp bend of Apple Branch near Apollo Avenue would also be straightened to help keep flows in the channel. The study would also address what level of protection this project would propose. This study will be incorporated into the Flood portion of the HMP once the study is complete.

**Project Awarded Budget – Funding Source PDM:**

|                            |                   |
|----------------------------|-------------------|
| Federal Project Funds      | \$150,000         |
| Local Project Funds        | \$ 50,000         |
| <b>Total Project Funds</b> | <b>\$ 200,000</b> |

**Project Budget from VDEM-FEMA PDM application:**

| Activity                                                  | Number | Cost     | Total Cost       |
|-----------------------------------------------------------|--------|----------|------------------|
| Review Historical Flooding for Apple Branch               | 1      | \$23,550 | \$23,550         |
| Review rainfall Data for dates (storm size and intensity) | 1      | \$9,891  | \$9,891          |
| Review Flood Maps                                         | 1      | \$7,850  | \$7,850          |
| Perform Watershed Runoffs/Calculation for certain storms  | 1      | \$39,564 | \$39,564         |
| Determine Apple Branch Capacity at various points         | 1      | \$15,700 | \$15,700         |
| Determine where channel capacity issues exist             | 1      | \$18,840 | \$18,840         |
| Develop options and define realistic solutions            | 1      | \$46,158 | \$46,158         |
| Write Report                                              | 1      | \$15,700 | \$15,700         |
| Travel                                                    | 1      | \$5,700  | \$5,700          |
| Meetings                                                  | 1      | \$7,100  | \$7,100          |
| Management Costs                                          | 1      | \$9,947  | \$9,947          |
| <b>Total Project Costs</b>                                |        |          | <b>\$200,000</b> |

Attachment C  
PDMC-PL-03-VA-2019-002  
Project Milestone Table

| Project Milestone                                                              | Estimated Time to Complete |
|--------------------------------------------------------------------------------|----------------------------|
| Project Implementation                                                         | 90                         |
| Review Historical Flooding                                                     | 90                         |
| Review Rainfall Data and Dates                                                 | 90                         |
| Review Flood Maps                                                              | 90                         |
| Perform Watershed Runoff Calculations for certain storms                       | 120                        |
| Determine Apple Branch capacity at various points                              | 120                        |
| Determine where channel capacity issues exist                                  | 75                         |
| Develop options and define realistic solutions with estimates and amp sketches | 60                         |
| Write draft report                                                             | 180                        |
| Meetings and Staff updates                                                     | 90                         |
| Project Closeout                                                               | 90                         |
| <b>TOTAL DAYS</b>                                                              | <b>1,095</b>               |

Attachment D  
Administrative Requirements and Guidance

**Federal Administration and Guidance Documents:**

1. 2 CFR Part 200 Cost Principles for State, Local, Indian Tribal Governments
2. CATEX documentation (where required)
3. Structural Mitigation Project Requirements (where required)
4. Current Hazard Mitigation Assistance (HMA) Guidelines
5. FEMA Award Package

**Federal Emergency Management Agency (FEMA) Contact:**

John Schmierer  
FEMA Region III  
One Independence Mall, Sixth Floor  
615 Chestnut Street  
Philadelphia, PA 19106-4404

**Hazard Mitigation Assistance**

**Non-Supplanting Certification**

I certify that any funds awarded under Hazard Mitigation Assistance grants will be used to supplement existing funds for programs activities, and will not replace (supplant) non-federal funds.

**Designated Agent**

Ken Larking  
Name

Ken Larking  
Signature

City Manager  
Title

City of Danville  
Agency