



DANVILLE CITY COUNCIL REGULAR MEETING AGENDA

MUNICIPAL BUILDING

February 15, 2022

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 - Sherman M. Saunders

PLEDGE OF ALLEGIANCE TO THE FLAG

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 January 18, 2022.
Council Letter Number CL - 2712.
- C. Consideration of Amending the Fiscal Year 2022 Budget Appropriation Ordinance for Litter Control and Recycling Grant Funds.
Council Letter Number CL - 2679.

An Ordinance Amending the Fiscal Year 2022 Budget Appropriation Ordinance to Anticipate Grant Funds from the Commonwealth of Virginia for Litter Control and Recycling Efforts in the Amount of \$12,124.00 and Appropriating Same.

FINAL ADOPTION

- D. Consideration of Amending the Fiscal Year 2022 Budget Appropriation Ordinance for State Aviation Capital Grant Funding.
Council Letter Number CL - 2697.

An Ordinance Amending the Fiscal Year 2022 Budget Appropriation Ordinance to Provide for Additional State Aviation Funding for the Purpose of Completing Airport Terminal Building Renovations in the Amount of \$834,929 Plus the Local Share in the Amount of \$227,321 to be Provided Through the Fiscal Year 2022 Issuance of Bonds for Capital and Special Projects and Appropriating Same.

FINAL ADOPTION

APPOINTMENTS

- A. Consideration of an Appointment to the Dan River Business Development Center.
Council Letter Number CL - 2717.
 - 1. A Resolution Appointing Bryant Hood to the Dan River Business Development Center to fill an unexpired term ending June 30, 2022.

NEW BUSINESS

- A. Review of General Fund Financial Report as of January 31, 2022.
Council Letter Number CL - 2699.
- B. Imposing an Additional General Local Sales Tax and a Local Use Tax at a Rate of One Percent.
Council Letter Number CL - 2672.
 - 1. Public Hearing
 - 2. An Ordinance Amending and Reordaining Certain Sections of Chapter 37, Entitled "Taxation," of the Code of the City of Danville, Virginia, by Creating a New Article XIII, Entitled "Imposition of Additional Sales and Local Use Tax; Use of Revenues for Construction or Renovation of Schools" and Adding a New Section §37-185, Entitled "Imposition of Additional Sales Tax; Use of Revenues for Construction or Renovation of Schools".
FIRST READING
 - 3. An Ordinance Amending and Reordaining Certain Sections of Chapter 37, Entitled "Taxation," of the Code of the City of Danville, Virginia, by Amending Article XIII, Entitled "Imposition of Additional Sales and Local Use Tax; Use of Revenues for Construction or Renovation of Schools" by Adding a New § 37-186, Entitled "Imposition of Additional Local Use Tax; Use of Revenues for Construction or Renovation of Schools".
FIRST READING
- C. Consideration of the 2022 Summer Work Experience and Employment Program for Youth and Young Adults.
Council Letter Number CL - 2702.

A Resolution Approving the ExperienceWorks Program for Youth and Young Adults and the Use of American Rescue Plan Funds to Provide the City's Matching Investment in the Implementation of the Program.

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-2712

Consent Agenda B.

City Council Regular Meeting

Meeting Date: 02/15/2022

Subject: Consideration of Approval of Meeting Minutes

From: Susan M. DeMasi, City Clerk

COUNCIL ACTION

Business Meeting: 02/15/2022

SUMMARY

Consideration of Approval of Minutes from Regular Council Meeting held on January 18, 2022.

Council Letter Number CL - 2712.

Attachments

Meeting Minutes

January 18, 2022

The Second Regular January meeting of the Danville City Council was held on January 18, 2022, at 7:00 pm in the Council Chambers located on the Fourth Floor of the Municipal Building. The following Council Members were present: James B. Buckner, L.G. "Larry" Campbell Jr., Bryant Hood, Mayor Alonzo L. Jones, Barry P. Mayo, Vice Mayor Gary P. Miller, Sherman M. Saunders, J. Lee Vogler, Jr., and Madison J.R. Whittle (9).

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

INVOCATION

The Invocation was given by L.G. "Larry" Campbell, Jr., followed by the Pledge of Allegiance.

Mayor Jones asked all City staff present to step to the podium to be recognized by City Council for the work they do for the City, getting information out to citizens during bad weather, fixing utility outages, public safety responding to emergencies, public works clearing streets and all the other departments that respond to citizens. Mayor Jones and Council noted their appreciation of all staff does. City Manager Ken Larking noted he appreciated the kind words from Council, and as a representative of the employees of the City, they very much appreciate the support of Council.

COMMUNICATIONS FROM VISITORS

No one wished to be heard.

CONSENT AGENDA

Mayor Jones opened the floor for a Public Hearing regarding Budget Appropriation Items. Notice of the Public Hearing was published in the *Danville Register & Bee* on January 11, 2022. No one present desired to be heard and the Public Hearing was closed.

Council Member Campbell **moved** for adoption of the following Consent Agenda items:

Minutes from the Regular Council Meeting held on December 21, 2021. Draft copies of the minutes had been distributed prior to the meeting.

Budget Amendment – Consideration of Amending the Fiscal Year 2022 Budget Appropriation Ordinance for Grant Funds from HUD, from Healthy Homes, and a Local Match for a Total Appropriation of \$1,634,769

An Ordinance Entitled, Ordinance No. 2022-01.04, Amending the Fiscal Year 2022 Budget Appropriation Ordinance to Provide for Grants from the U.S. Department of Housing and Urban Development Office of Lead Hazard Control and Healthy Homes in an Aggregate Amount of \$1,634,769, and a Local Share in the Amount of \$145,231 to be Provided by Unspent CDBG Funds, for a Total Appropriation of \$1,780,000 and Appropriating the Same.

Budget Amendment – Consideration of Amending the Fiscal Year 2022 Budget Appropriation Ordinance for State of Good Repair Program Funds in the Amount of \$1,493,298

An Ordinance Entitled, Ordinance No. 2022-01.05, an Ordinance Amending the Fiscal Year 2022 Budget Appropriation Ordinance for Roadway Maintenance Projects to be Undertaken within the

January 18, 2022

City and to be Financed Anticipating Revenues from Virginia Department of Transportation (VDOT) State of Good Repair / Primary Extension Funds in the Amount of \$1,493,498.

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

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

NEW BUSINESS

REVIEW OF GENERAL FUND FINANCIALS AS OF DECEMBER 31, 2021

Chief Financial Officer Michael Adkins gave the General Fund Financial results through the end of December, marking half of the fiscal year complete, or 50%. Total Revenues through the end of December were \$55.7M, about 47% of budget. There were some significant items that were not realized at this point, and one example was Business Licenses, a major revenue stream that usually comes in March. There were a few items like that that were not received, and that keeps the City below the 50% mark at this time. The level of Revenues were very good at this point and ahead of where they were last year. State Revenues also often lag about a month in receipt because they were on a reimbursement basis. Under Real Estate collections, bills were due in December, and the current Real Estate received was 52.5% of budget; those collections were up about \$438,000 over last year. Delinquent Collection of Real Estate Tax was also performing very well at 56% of budget at the end of December, about a \$26,000 increase over last year. Personal Property, which was a cycle of billing that occurred in December, was at 49% of budget; that was another area the City does not quite make 50% because the State portion of Personal Property was not equally received throughout the year. Local Consumer Taxes, Sales Tax, Meals Tax and Lodging Taxes were all outperforming budget. The City received \$5.3M for Sales Tax which was 52% of budget and up \$408,000 over last year. Meals Tax performed very well at \$4.9M received in December, 58% of budget, and tracking well ahead with an increase of \$858,000 over last year. Lodging Taxes were a smaller budget line item with just over \$1M at the end of December, 72.5% of budget, and an increase of \$318,000. The State Revenues were tracking as expected and there were no concerns on the Revenue side of the General Fund.

Expenditures show Departmental Spending at 46% of budget, trailing as was usually seen. It was up about \$1.6M over last year, but last year the City was able to use about \$1M of CARES Act money to cover Public Safety salaries. They could not do that this year which was one reason why expenses were higher. Non-Departmental Expenses, primarily Debt Service and Group Health Insurance, those claims were right at 50% of budget at the end of December. Mr. Adkins explained the Schools were having to spend more of their local funds, and the State monies were delayed this year. He spoke with the Finance Director of the School system a few weeks ago and they were expecting a lot of the State money to come in during the month of January. According to the report, the Schools were at 77% of their budget, that has already fallen back to 73% with the incoming State revenues and should continue as they get to the end of the year.

Council Member Campbell questioned the amount of the reserves at this time, and Mr. Adkins explained the City closed the Fiscal Year 2021 with \$33.8M in reserve. Reverend Campbell noted at one time it was 20%, was it increased to 30%, and Mr. Adkins explained staff has not formally requested an increase in the policy, it was still 20%. Rev. Campbell asked what impact it would have if it was increased and Mr. Adkins noted the higher the policy was, the more positive score

the City will get in the part of the bond rating. He was not sure it would make a difference right now at this point, but it would play to the City's favor. Mr. Campbell noted he would like Council to consider going forward with 25% in reserve, and Mr. Larking stated they could bring some recommendations for changes in the City's financial policies.

Council Member Whittle questioned the School budget and Mr. Adkins explained the City typically budgets \$22-23M in support of schools; debt service related to schools was another portion of the funding that was budgeted and that was \$3M. At the end of any fiscal year, the schools have already expended money or issued purchase orders for supplies and services that have not been paid for yet but were committed; that part of last year's budget gets pulled over into this year, and that was an additional \$3M. The true carryover of unspent/ uncommitted funds last year was \$4M. Mr. Whittle noted the part he was concerned with was the \$4M over what the City usually lets them carryover. Mr. Adkins explained years ago the City would limit the schools to \$1M; it has been \$2M, and last year they had \$4M unexpended primarily due to COVID, not having to incur the expenses for support services they would have with in person instruction. The City does not have a formal policy in place of how much they can carry over from one year to another. Mr. Whittle noted they had a formal policy when he asked them for the first million dollars back, when he came on Council; they said they didn't have to give it back to the City. Mr. Larking explained it was adopted years ago and stayed within the budget ordinance, how much they could carry over; it was adopted each year by City Council. When there was a challenge in providing the schools with the amount of money they needed, he recommended, and the Council approved, an increase to the amount of the carryover money they were allowed to keep in order to support their operations. In the previous year, he recommended elimination of the cap and it was approved by City Council. His impression at the time was those funds were to be used by the school system for capital type expenditures, repairs, and one-time expenses. He can go back to the Superintendent and ask how they used the \$4M in carryover. Mr. Whittle noted he thought there was \$3M this year for some capital expenditures; Mr. Adkins noted the current year's budget included \$2M of capital expenditures for school projects, and stated to the best of his recollection a lot of it was HVAC repairs or upgrades, roof replacements and items like that.

Mayor Jones noted something that Council may want to discuss was, when talking about infrastructure, now that the 1% sales tax was in effect, it probably won't make sense that the Council allows them carryover funding for HVAC, roofing and those types of things when the citizens have already passed the 1% sales tax referendum. Vice Mayor Miller noted with changes in the school board and superintendents, Council should make it clear each time with budget what they intend. Before, Council meant it to be used for capital improvements, but memory was short, and they may not realize that. It would be good for the City Manager to communicate with the Superintendent and the School Board that's what Council means.

Mr. Saunders asked if Council would think about a joint meeting with Council and the School Board. He did not recall a joint meeting last year for the budget and looking at the 1% that was passed, the plans that were being proposed, and the new administration, he would ask that Mayor Jones think about the Council and the School Board having a joint meeting.

Council Member Vogler noted his agreement with several points that were made. When looking at the carryover funds, at the time it was done it made sense, but now with the passing of the sales tax referendum, if they were having both, it was a kind of double dip; that needs to be cleaned up moving forward. The \$2M in capital improvements with the school system referenced a few minutes ago, did that include the funds Council approved and allocated for the track and field facility at GW; what ended up being the total amount for the track. Mr. Adkins stated he knew the current year allocation was \$1.3M, and there was already money set aside. Mr. Vogler noted

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there was another \$2M on top of that, and requested a quick status update on the track from Mr. Larking. Mr. Larking explained GW football being able to play on the field put them behind on renovating the field and the track; it was on track at this point. The final design was being completed, they were going to bid soon; they intend to begin construction and need to get it done by the end of the summer. The track will be around the football field, it will be completely renovated, all drainage issues will be corrected, and it will be at the standard necessary in order to have college level track meets. Mr. Vogler noted Averett recently announced they were adding a track team, so GW, Averett and Galileo will all utilize the track. Vice Mayor Miller noted when they first started looking at the track, one plan proposed that the City would manage it or have a manager for it, and it would be used by Averett and the high school, but thinks it has been taken away from that. Who makes the decisions about who uses the track, will the school board be in charge. Mr. Larking noted he can ask.

Mr. Larking noted he pulled up the Budget Ordinance adopted by City Council to provide clarity to Council and the public. It designates that unencumbered funds for operations can be used for capital at the public schools upon request by the school system.

Mayor Jones asked Council Member Saunders and Vice Mayor Miller to work with the City Manager to create an agenda and a timeline for a joint meeting. During that meeting, he would like to yield to Mr. Saunders and Dr. Miller.

Mr. Adkins noted regarding the 1% sales tax, the State legislature limits the use of that money to school capital needs only, it was all it could be spent on and every penny has to go to school capital needs. That money was also segregated by the state, it will be sent to the City separately from any other funds, so they will have no problem isolating it into its own project so they can ensure that it was accounted for properly.

PUBLIC HEARING – CONSIDERATION OF AUTHORIZING THE ABANDONMENT OF AN UNUSED CITY UTILITY EASEMENT ACROSS 1100 WEST MAIN STREET

Mayor Jones opened the floor for a Public Hearing regarding abandonment of an easement across 1100 West Main Street. Notice of the Public Hearing was published in the *Danville Register & Bee* on January 11, 2022 and January 17, 2022. No one present desired to be heard and the Public Hearing was closed.

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

RESOLUTION NO. 2022-01.04

A RESOLUTION APPROVING AND AUTHORIZING THE ABANDONMENT OF AN UNUSED CITY UTILITY EASEMENT ACROSS 1100 W. MAIN STREET IN ORDER TO FACILITATE DEVELOPMENT UPON THE SAME PROPERTY.

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

Council Member Whittle questioned if this was the water line that feeds the retention pond at Bishop, and Assistant City Attorney Ryan Dodson explained it was, Utilities has relocated a new pipe under a public right of way so that pipe was no longer needed for that retention pond. Mr. Whittle asked if it was the one that comes from a tower, and Mr. Dodson noted he did not know if it was that specific one. Mr. Larking explained prior to the IDA selling the property to Caesars, an

easement was recorded on the property in anticipation of needing it to fill up the reservoir. Since then, the City has created a better way to fill the reservoir so the easement was no longer needed.

Council Member Campbell noted when Dan River closed there was a reservoir that was carried over to the citizens of Danville, that was a monthly fee; the citizens had to carry that responsibility. If Caesars comes in and used a lot of that waste, will there be a reduction to the citizens or will there be a carryover. Mr. Larking explained the City does a biennial rate study and factors in the utilization; they would have to see what it looks like and does not believe the casino will use anywhere near the water or wastewater that Dan River Mills used. The more water the City sells the less it costs overall for everybody; if there was an increase in customers, that could impact it. Some of the industries the City has recruited will be more impactful to that than the casino.

Vice Mayor Miller noted this was before he came on Council; Dan River had needs and projected needs for expansion and to fulfill those needs, the City increased their capacity for both treatment of water and providing water. When they closed, those monies had already been spent to increase capacity and the Danville citizens were left holding the bill because Dan River closed and didn't need all that treatment and water; part of it was paying off debt. Now the City has started to get some industries back and will probably end up using some of that capacity.

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

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

**PUBLIC HEARING – CONSIDERATION OF VACATING AN UNUSED CITY EASEMENT
ACROSS FOUR PROPERTIES IN PITTSYLVANIA COUNTY**

Mayor Jones opened the floor for a Public Hearing regarding vacating an unused City easement. Notice of the Public Hearing was published in the *Danville Register & Bee* on January 11, 2022 and January 17, 2022. No one present desired to be heard and the Public Hearing was closed.

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

RESOLUTION NO. 2022-01.05

A RESOLUTION AUTHORIZING THE ABANDONMENT OF AN UNUSED CITY UTILITY EASEMENT ACROSS FOUR (4) PROPERTIES IN PITTSYLVANIA COUNTY OWNED BY EDWARD DAVIS FAMILY LAND USE REVOCABLE TRUST IN ORDER TO FACILITATE THE DEVELOPMENT OF SOLAR ENERGY INSTALLATIONS UPON THE SAME PROPERTY.

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

Council Member Whittle questioned if staff enclosed drafts or drawings with the Council letter and Mr. Dodson noted when new exhibits were created they do, he neglected to do so on this item as they were releasing something that already existed and not recording a new plat; going forward he could provide one.

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

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

**PUBLIC HEARING – CONSIDERATION OF VACATION OF AN UNUSED UTILITY EASEMENT
IN PITTSYLVANIA COUNTY**

Mayor Jones opened the floor for a Public Hearing regarding vacation of an unused utility easement. Notice of the Public Hearing was published in the *Danville Register & Bee* on January 11, 2022 and January 17, 2022. No one present desired to be heard and the Public Hearing was closed.

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

RESOLUTION NO. 2022-01.06

A RESOLUTION AUTHORIZING THE ABANDONMENT OF AN UNUSED CITY UTILITY EASEMENT ACROSS ONE (1) PROPERTY IN PITTSYLVANIA COUNTY OWNED BY BRENDA SHELTON AND PAMELA S. ADAMS IN ORDER TO FACILITATE THE DEVELOPMENT OF SOLAR ENERGY INSTALLATIONS UPON THE SAME PROPERTY.

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

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

**PUBLIC HEARING – CONSIDERATION OF VACATION OF ONE UNUSED UTILITY
EASEMENT IN PITTSYLVANIA COUNTY**

Mayor Jones opened the floor for a Public Hearing regarding vacation of an unused utility easement. Notice of the Public Hearing was published in the *Danville Register & Bee* on January 11, 2022 and January 17, 2022. No one present desired to be heard and the Public Hearing was closed.

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

RESOLUTION NO. 2022-01.07

A RESOLUTION AUTHORIZING THE ABANDONMENT OF AN UNUSED CITY UTILITY EASEMENT ACROSS ONE (1) PROPERTY IN PITTSYLVANIA COUNTY OWNED BY ROCKY W. RAKES AND AMY B. RAKES IN ORDER TO FACILITATE THE DEVELOPMENT OF SOLAR ENERGY INSTALLATIONS UPON THE SAME PROPERTY.

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

VOTE: 9-0
AYE: Buckner, Campbell, Hood, Jones, Mayo,
Miller, Saunders, Vogler and Whittle (9)

January 18, 2022

NAY: None

PUBLIC HEARING – CONSIDERATION OF VACATING TWO CITY OWNED EASEMENTS IN PITTSYLVANIA COUNTY

Mayor Jones opened the floor for a Public Hearing regarding vacating two city owned easements. Notice of the Public Hearing was published in the *Danville Register & Bee* on January 11, 2022 and January 17, 2022. No one present desired to be heard and the Public Hearing was closed.

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

RESOLUTION NO. 2022-01.08

A RESOLUTION APPROVING AND AUTHORIZING THE ABANDONMENT OF TWO (2) UNUSED CITY POWERLINE EASEMENTS ACROSS PITTSYLVANIA COUNTY PARCEL #2347-37-4337 IN ORDER TO FACILITATE DEVELOPMENT UPON THE SAME PROPERTY.

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

Council Member Whittle questioned if this was for solar panels and Mr. Dodson noted it was not, this particular property was a RIFA parcel and it was to facilitate economic development. Mr. Whittle questioned in the previous item, were they allowed to put the solar panels close to the high voltage wires or were those just easements. Mr. Dodson explained they were easements and there was not any overhead equipment. Several were from the 1940s or 1950s reserving the right to run through if development happened; they were never developed for residential use.

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

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

PUBLIC HEARING – CONSIDERATION OF THE SALE OF A VACANT LOT ON FOX HOLLOW DRIVE

Mayor Jones opened the floor for a Public Hearing regarding the sale of a vacant lot. Notice of the Public Hearing was published in the *Danville Register & Bee* on January 11, 2022. No one present desired to be heard and the Public Hearing was closed.

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

RESOLUTION NO. 2022-01.09

A RESOLUTION OF THE CITY COUNCIL OF DANVILLE, VIRGINIA DECLARING CERTAIN CITY-OWNED PROPERTY TO BE SURPLUS TO THE NEEDS OF THE CITY AND APPROVING AND AUTHORIZING THE SALE OF SAID PARCEL ON FOX HOLLOW DRIVE, FOR A SALES PRICE OF \$500.00.

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

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

PUBLIC HEARING – CONSIDERATION OF GRANTING A COMMUNITY GARDEN LICENSE ON PARCELS #05001 AND #05005

Mayor Jones opened the floor for a Public Hearing regarding granting a community garden license. Notice of the Public Hearing was published in the *Danville Register & Bee* on January 11, 2022.

Mayor Jones recognized Khalil Khan, representing the Danville Muslim Community who noted the Muslim community was indebted to the City of Danville for many reasons including giving them a place to live, work, and send their children to school. Members of the Muslim community were in all facets of the City, in the medical field, industries, teachers and driving buses; they were grateful for that. The City has also given them a place of worship and they also gave them a place to bury their dead; they wanted to thank each of the Council members on behalf of the Muslims of Danville. Council Members thanked Mr. Kahn and for all he was doing in the community. No one further desired to be heard and the Public Hearing was closed.

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

RESOLUTION NO. 2022-01.10

A RESOLUTION AUTHORIZING A LICENSE FOR COMMUNITY GARDENING NEAR LOCUST LANE.

The Motion was **seconded** by Vice Mayor Miller and carried by the following vote:

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

CONSIDERATION OF ACCEPTING PARCELS #20600, #20617 AND #22262 ON STOKES STREET

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

RESOLUTION NO. 2022-01.11

A RESOLUTION APPROVING AND AUTHORIZING THE ACCEPTANCE OF REAL PROPERTY IDENTIFIED AS PARCELS 20600, 20617, AND 22262 STOKES STREET FOR STREETSCAPING.

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

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

CONSIDERATION OF THE SUBMISSION OF THE COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY PRIORITY PROJECTS

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

RESOLUTION NO. 2022-01.12

A RESOLUTION APPROVING THE SUBMISSION OF THE COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY PRIORITY PROJECTS FOR MAINTAINING DANVILLE'S STATUS AS A REDEVELOPMENT AREA UNDER THE ECONOMIC DEVELOPMENT ADMINISTRATION'S PROGRAM.

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

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

COMMUNICATIONS

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

Council Member Campbell noted in the last item that noted Redevelopment Areas, there were some areas in the community that he hoped they will be able to have meetings with the City Manager, Deputy City Manager and Pastor Bridgeforth from Almagro. Pastor Bridgeforth has been speaking out for thirty or forty years about issues in the community. This was one area he hopes the City can strategize and honor who he was, and hopefully it will come before Council in a work session.

Council Member Hood noted his appreciation to Mr. Kahn for his positive influence throughout the community.

Vice Mayor Miller noted the Governor came about a month ago and announced \$150M for mega parks across the State, and then there was an announcement about a week ago for \$1.3M to go to the Mega Park. Mr. Larking explained the recent announcement of \$1.3M was for grading Lots 1 and 2 at the Berry Hill Mega Site and was from a different grant application and funding source than the \$150M that the Governor announced for Megasite development. The \$150M has to be approved by the General Assembly, and the City and Pittsylvania County could apply for that \$150M. Dr. Miller noted when Council approved funds for the track, they did it not just to improve it but also to attract things like AAU meets; Council does not want to lose site of that, because those meets would attract a large number of people to Danville. The City gave the Schools a large amount of money and he would like them to have some input, and asked the City Manager to convey that to the schools.

Council Member Saunders noted they were coming off the weekend celebration of Dr. Martin Luther King; the weather canceled a lot of planned events, but citizens know all the work Dr. King did for this country and the world. Saturday, the SCLC had a banquet, and several Council Members did attend. The Mayor spoke about he and the Vice Mayor working on some issues, so any questions Council Members have, please let the City Manager know and he will relay them to him and the Vice Mayor.

January 18, 2022

Council Member Vogler noted about a year ago, Council had a planning session, and one of the things he had asked staff to look into was commercial revitalization zones. The River District has been very successful, and they see the development working up toward the Old West End and toward Schoolfield. There were a lot of sections in the City that over the years have been left behind and have a number of vacant properties, and asked the City Manager the status of that. Mr. Larking noted he and Ms. Bobe had discussed this recently and anticipated some information coming forward to Council in the near future. Mr. Vogler noted he had brought up property tax relief for seniors and the permanently disabled; he discussed it with the City manager, and it will be brought up to Council during the budget season.

Council Member Whittle noted he believes Council spoke about some of the properties on Stokes Street. During the last couple of years there were about 120 properties, and it was questioned whether they were going to a non profit or not, and Council decided not to. Mr. Whittle stated he thought he was supposed to work with Council Member Buckner, and they were going to decide, with staff, where those properties were going to be allocated, and questioned the status of that process. Mr. Larking noted he would research that issue and get back to Mr. Whittle. Mr. Whittle noted he had citizens who were interested in the property behind WW Moore, in buying the lots or two or three pieces and didn't know if there was a designation on what can go in there, and asked for a follow up on that. Mr. Reynolds noted he would look into that; the City has a conservation redevelopment plan to guide what the City does in that area and will get back to Mr. Whittle.

Mayor Jones noted Keisha Averett was newly appointed to the School Board and believed she will do a great job. Mayor Jones noted he saw the Inauguration of the new Governor, Glenn Youngkin, and one of the things that impressed him was when Governor Youngkin brought all the former Governors together for the good of the State.

ADJOURNED: 8:23 P.M.

APPROVED:

MAYOR

ATTEST:

CITY CLERK

Council Letter

City of Danville, Virginia



CL-2679

Consent Agenda C.

City Council Regular Meeting

Meeting Date: 02/15/2022

Subject: Litter Control Grant - Fiscal Year 2022 Appropriation

From: Richard Drazenovich, Public Works Director

COUNCIL ACTION

First Reading: 02/01/2022

Final Adoption 02/15/2022

SUMMARY

Each year, the City of Danville is awarded a grant from the Virginia Department of Environmental Quality for litter prevention and recycling program activities. The awarded grant amount for fiscal year 2022 is \$12,124. The funds are placed in a Special Grant Fund and appropriated annually to continue the City's litter prevention and recycling activities.

BACKGROUND

The Litter Prevention and Recycling Grant is used to promote recycling and to provide material and supplies for educational programs and litter collection. The funds can be used to conduct educational programs, purchase trash receptacles and other small supplies and materials necessary, including equipment and solid waste disposal fees associated with voluntary cleanups.

RECOMMENDATION

It is recommended that Council approves the attached ordinance appropriating funds from the Litter Control and Recycling Grant.

Attachments

Ordinance

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2022-____.____

AN ORDINANCE AMENDING THE FISCAL YEAR 2022 BUDGET APPROPRIATION ORDINANCE TO ANTICIPATE GRANT FUNDS FROM THE COMMONWEALTH OF VIRGINIA FOR LITTER CONTROL AND RECYCLING EFFORTS IN THE AMOUNT OF \$12,124.00 AND APPROPRIATING SAME.

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Danville, Virginia, that the fiscal year 2022 budget appropriation ordinance be, and the same is hereby amended by increasing revenues to the Special Grants Fund from the Litter Control and Recycling Grant for the purpose of paying for equipment, materials, and supplies, such revenues and appropriation to be within the Special Grants Fund and to be as follows:

ANTICIPATED REVENUES

<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
Categorical Aid: Litter Control Grant	60119000-47420	<u>\$12,124.00</u>

ANTICIPATED EXPENDITURES

<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
Litter Control	60119999-50	<u>\$12,124.00</u>

BE IT FURTHER ORDAINED, that all other accounts and provisions for the fiscal year 2022 budget appropriation ordinance as amended, not hereby amended, shall continue in full force and effect unless and until hereafter further amended or repealed.

APPROVED:

Mayor

ATTEST:

Clerk

Approved as to
Form and Legal Sufficiency:

City Attorney

Council Letter

City of Danville, Virginia



CL-2697

Consent Agenda D.

City Council Regular Meeting

Meeting Date: 02/15/2022

Subject: State Aviation Capital Aid

From: Marc Adelman, Director of Transportation Services

COUNCIL ACTION

First Reading: 02/01/2022

Final Adoption: 02/15/2022

SUMMARY

The Virginia Department of Aviation administers an Airport Capital Grant program that provides funding to construct and renovate terminal buildings. State funding participation is based on the percentage of public and private use space related to the project request. A grant application was submitted to the state to renovate the Danville Regional Airport's terminal building based on the low bid price for construction work in the amount of \$1,045,000 and \$17,250 for construction administrative services. The Virginia Department of Aviation determined that the City of Danville would be eligible to receive 78.6% in state funding for the project. The projected local match requirement of \$227,321 is provided through the Fiscal Year 2022 bond issuance for Capital and Special Projects. The Virginia Aviation Board meets on February 3rd, 2022, to consider funding recommendations for airport projects received from the Virginia Department of Aviation.

BACKGROUND

Proposed terminal building renovations were designed this year to improve the functionality and convenience of the terminal building to support existing and increased passenger traffic activity. The scope of the project was conceptualized with the assistance of General Aviation Inc., AU Aviation Services, Averett University, Airport Commission members and pilots. In addition, tours of other aviation facilities were completed to develop the floor plan for the project.

Through these planning activities, recommended renovations were identified to improve amenities for passengers and pilots and the appearance of the terminal building. The project area exhibit attachment clarifies planned renovations for the terminal building renovation project. On February 3rd, 2022, the Virginia Aviation Board will meet to consider funding recommendations for airport projects provided by the Virginia Department of Aviation.

RECOMMENDATION

It is recommended that City Council approve an Ordinance amending the Fiscal Year 2022 Budget Appropriation Ordinance for State Aviation capital grant funding and the local share and appropriating the same. The local share for this project will be provided through the Fiscal Year 2022 issuance of bonds for Capital and Special Projects.

Attachments

Ordinance

Project Area Exhibit

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2022____.____

AN ORDINANCE AMENDING THE FISCAL YEAR 2022 BUDGET APPROPRIATION ORDINANCE TO PROVIDE FOR ADDITIONAL STATE AVIATION FUNDING FOR THE PURPOSE OF COMPLETING AIRPORT TERMINAL BUILDING RENOVATIONS IN THE AMOUNT OF \$834,929 PLUS THE LOCAL SHARE IN THE AMOUNT OF \$227,321 TO BE PROVIDED THROUGH THE FISCAL YEAR 2022 ISSUANCE OF BONDS FOR CAPITAL AND SPECIAL PROJECTS AND APPROPRIATING SAME.

WHEREAS, architectural design services were completed this fiscal year to support airport terminal building improvements; and

WHEREAS, construction activities to complete terminal building renovations will be funded at seventy-eight point six (78.6%) percent with state capital aid; and

WHEREAS, the Fiscal Year 2022 Bond Ordinance for Capital and Special Projects provides local funding to complete terminal building renovations.

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Danville, Virginia, that the Fiscal Year 2022 Budget Appropriation Ordinance be, and it is hereby, amended by increasing revenues for grants from the Virginia Department of Aviation in the amount of \$834,929 such funds to be appropriated as follows:

ANTICIPATED REVENUES

<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
Terminal building renovations (Construction)		
State Aviation Funds	61737001-45712	\$ 834,929
Local Bond Ordinance	61737001-43021	\$ 227,321
	GRAND TOTAL	<u>\$1,062,250</u>

ANTICIPATED EXPENDITURES

<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
Terminal building renovations (Construction)	61737999-50	<u>\$1,062,250</u>

AND BE IT FURTHER ORDAINED, that all other accounts and provisions of the Fiscal Year 2022 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

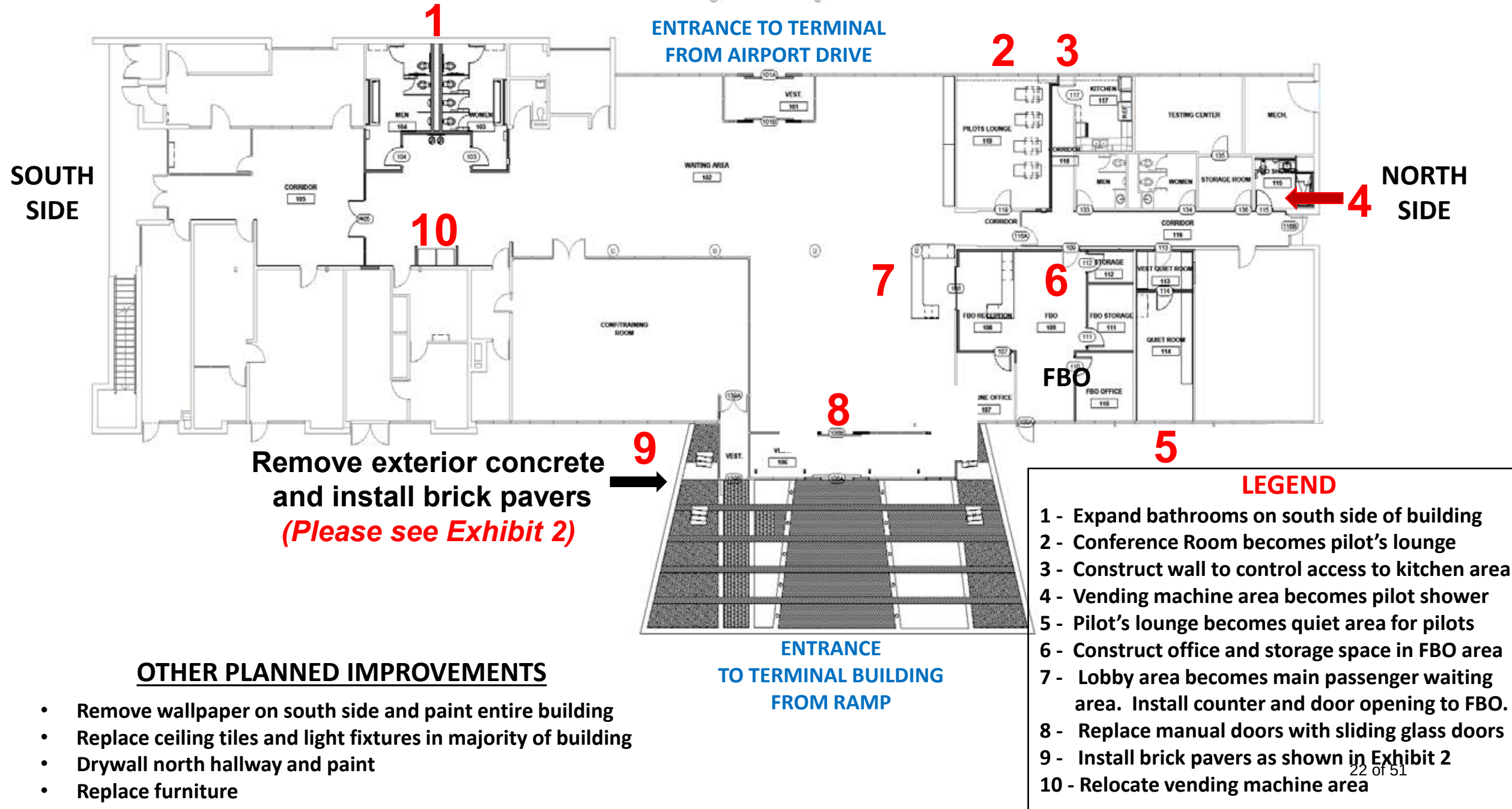
ATTEST:

City Clerk

Approved as to
Form and Legal Sufficiency:

City Attorney

PLANNED TERMINAL BUILDING IMPROVEMENTS – EXHIBIT 1



DANVILLE REGIONAL AIRPORT AIRSIDE ENTRANCE PLANNED RENOVATIONS – EXHIBIT 2



Council Letter

City of Danville, Virginia



CL-2717

Appointments A.

City Council Regular Meeting

Meeting Date: 02/15/2022

Subject: Consideration of Appointments to Boards and Commissions

From: Susan M. DeMasi, City Clerk

COUNCIL ACTION

Business Meeting: 02/15/2022

SUMMARY

Consideration of an Appointment to the Dan River Business Development Center.

Attachments

Resolution

PRESENTED: _____

ADOPTED: _____

RESOLUTION NO. 2022 - ____ . ____

A RESOLUTION APPOINTING BRYANT HOOD AS A MEMBER OF THE DAN RIVER BUSINESS DEVELOPMENT CENTER TO FILL AN UNEXPIRED TERM ENDING JUNE 30, 2022.

BE IT RESOLVED by the Council of the City of Danville, Virginia, that Bryant Hood be, and he is hereby appointed as a member of the Dan River Business Development Center, to fill an unexpired term ending June 30, 2022.

APPROVED:

MAYOR

ATTEST:

CLERK

Council Letter

City of Danville, Virginia



CL-2699

New Business A.

City Council Regular Meeting

Meeting Date: 02/15/2022

Subject: General Fund Monthly Financial Report

From: Michael Adkins, Director of Finance

COUNCIL ACTION

Business Meeting: 02/15/2022

SUMMARY

A brief presentation will be given on the General Fund financial results through January 31, 2022. Financial statements are included.

Attachments

Financial Statements



To: Ken F. Larking, City Manager

From: Michael L. Adkins, Chief Financial Officer

Date: February 4, 2022

Subject: Summary of Preliminary General Fund Financial Results for January 31, 2022

After completing the first seven months of fiscal year 2022, revenues are performing well and are exceeding the previous year. As of January 31, General Fund revenues were \$61,077,301. This represents 52.8% of our FY 2022 budget and an increase of \$3.5 million over the prior year. Last year, at this time, we had collected \$57,594,177 or 51.6% of budget.

General Property Tax collections continue to perform well with 53% of the budgeted real estate tax realized at the end of January. We continue to see steady performance in the collection of delinquent real estate taxes this year with \$661,697 realized in the first seven months of this fiscal year. This accounts for 62.4% of the current year budget. Personal property tax collections are tracking as expected with 47% collected as of January 31.

Local consumer taxes collected through January 31 were \$15,334,964 or 52.8% of budget. This exceeds FY 2021 collections by \$1,720,402. Sales tax collections through January amounted to \$6,196,773 or 61.3% of budget, an increase of \$496,573 from last year. Meals taxes collected for the first seven months of the fiscal year amounted to \$5,777,569 or 68.2% of budget, an increase of \$982,466 from last year. Business Licenses realized at the end of January were \$976,175 a decrease of \$59,035 from the prior year. Lodging taxes received as of January 31, were \$1,225,614 or 81.1% of budget, an increase of \$366,372 from the prior year. Local consumer taxes have rebounded beyond pre-pandemic levels. A decrease of \$265,563 is seen in Non-Categorical Aid due to a timing difference in the receipt of funding for the Welcome Center and a reduction in Telecommunications tax revenue. In addition, there is a \$492,964 decrease in Categorical Aid (State) specifically in Social Services, resulting from lower expenditures. Nearly all other revenue categories are at or near the prior year and are tracking well with budget at this point.

Expenditures at January 31 were \$74,586,293 or 59.9% of budget. This is an increase of \$5.9 million when compared to January 31, 2021. The net increase is due to the budgeted increase in and timing of transfers to schools offset by a decrease in the transfers to other funds and a net increase in departmental expenditures. Danville Public

Schools has been drawing down local funds much more rapidly this year than last with the resumption of in-person instruction but will not exceed budgeted amounts. In addition, State funding for Schools has not yet been received, which has caused an increased use of local funds at present. Departmental expenditures at the end of January show an increase of \$1,063,038 from last year. Most significantly, in the prior fiscal year we allocated one month of public safety salaries to CARES Act funding which amounted to approximately \$1 million. Offsetting the increase in public safety is a decrease within community development related to debt service for the IDA. The IDA will be using proceeds from the sale of the Schoolfield property to cover debt service in FY 2022 and FY 2023.

Overall, General Fund expenditures exceeded revenues by \$13,508,991 at January 31. Although this current imbalance is more than usual because of School funding, a deficit is typical for much of the fiscal year in the General Fund because the timing of the revenue recognition is not matched to expenditures. At this point, the General Fund is performing as expected.

CITY OF DANVILLE, VIRGINIA
GENERAL FUND REPORT
58% OF YEAR LAPSED AS OF JANUARY 31, 2022
****PRE-CLOSING FIGURES - SUBJECT TO CHANGE - UNAUDITED****

	Budgets & Appropriations For Current Year	Actual Revenues & Expenditures For Year-to-Date	Percent Realized/Expended This Year	Encumbrances	Balance to be Realized/Expended	Actual Revenues & Expenditures At This Date Last Year
REVENUES:						
Property Taxes	\$ 35,212,000	\$ 17,945,161	50.96%		\$ 17,266,839	\$ 16,810,321
Other Local Taxes	29,064,030	15,334,964	52.76%		\$ 13,729,066	13,632,562
License Permits & Privilege Fees	1,196,690	322,766	26.97%		\$ 873,924	142,252
Fines & Forfeitures	338,050	123,321	36.48%		\$ 214,729	138,829
Revenue From Use Money & Property	1,171,779	1,055,225	90.05%		\$ 116,554	585,652
Charges For Services	3,295,520	1,736,422	52.69%		\$ 1,559,098	1,923,659
Miscellaneous Revenue	306,170	146,582	47.88%		\$ 159,588	192,398
Recovered Cost	8,128,990	4,307,550	52.99%		\$ 3,821,440	4,422,577
Non-Categorical Aid	5,726,620	2,884,115	50.36%		\$ 2,842,505	3,149,678
Shared Expenses (Categ. Aid State)	5,260,160	3,114,138	59.20%		\$ 2,146,022	2,943,467
Categorical Aid (State)	9,587,440	4,193,148	43.74%		\$ 5,394,292	4,686,112
Emergency Services (Federal)	27,020	-	0.00%		\$ 27,020	-
Categorical Aid (Federal)	-	6,630			\$ (6,630)	10,754
Transfers From Utilities/Cap Project	16,369,363	9,907,280	60.52%		\$ 6,462,083	8,955,917
TOTAL REVENUES	\$ 115,683,832	\$ 61,077,301	52.80%		\$ 54,606,531	\$ 57,594,177
EXPENDITURES:						
General Government Administration	\$ 12,102,327	\$ 7,318,095	60.47%	\$ 307,936	\$ 4,784,233	\$ 6,751,509
Judicial Administration	7,546,002	4,345,071	57.58%	9,770	\$ 3,200,931	4,219,176
Public Safety	32,962,488	17,567,314	53.29%	291,697	\$ 15,395,174	16,779,845
Public Works	4,641,926	2,423,004	52.20%	140,713	\$ 2,218,922	2,395,703
Health, Education, Welfare & Soc. Svc.	9,358,540	3,689,100	39.42%	78,925	\$ 5,669,440	3,880,269
Parks, Recreation & Cultural	5,484,032	2,694,671	49.14%	101,746	\$ 2,789,362	2,486,585
Community Development	2,110,985	852,551	40.39%	288,231	\$ 1,258,434	1,313,682
Non-Departmental	13,025,009	7,680,563	58.97%	208	\$ 5,344,446	7,165,117
Transfer to Schools - Operating	33,606,300	26,190,860	77.93%	7,415,441	\$ 7,415,441	17,284,505
Transfer to Capital Projects	2,013,230	706,483	35.09%	-	\$ 1,306,747	3,694,870
Transfer to Other Funds	1,614,940	1,118,580	69.26%	-	\$ 496,360	2,700,814
TOTAL EXPENDITURES	\$ 124,465,781	\$ 74,586,293	59.93%	\$ 8,634,666	\$ 49,879,488	\$ 68,672,074
Revenue over(under) Expenditures		<u>\$ (13,508,991)</u>				<u>\$ (11,077,896)</u>
FUND BALANCE:						
Beginning Fund Balance 07/01/2021		\$ 47,090,495				\$ 43,310,847
Revenue over(under) Expenditures		(13,508,991)				(11,077,896)
Ending Fund Balance 01/31/2022		<u>\$ 33,581,504</u>				<u>\$ 32,232,951</u>
Composition of Fund Balance:						
Reserved for Encumbrances/Designated Funds		\$ 13,279,242				\$ 10,260,979
Unassigned		<u>20,302,262</u>				<u>21,971,972</u>
TOTAL FUND BALANCE 01/31/2022		<u>\$ 33,581,504</u>				<u>\$ 32,232,951</u>

City of Danville, Virginia
Summary of Other Local Tax Revenues - PRE-CLOSING - UNAUDITED
For the period ending January 31, 2022

Description	Current Budget	Revenue Realized	Percentage Realized	Prior Year Budget	Prior Year Realized	Percentage Prior Year
Sales Tax	\$ 10,115,880	\$ 6,196,773	61.26%	\$ 9,150,000	\$ 5,700,199	62.30%
Business Licenses	5,450,000	976,175	17.91%	5,250,000	1,035,209	19.72%
Meals Tax	8,471,320	5,777,569	68.20%	8,645,000	4,795,103	55.47%
Utility Taxes	940,000	468,947	49.89%	967,000	527,320	54.53%
Vehicle License Fees	1,000,000	244,738	24.47%	990,000	249,408	25.19%
Bank Stock Tax	940,000	-	0.00%	900,000	-	0.00%
Recordation Tax	200,000	204,666	102.33%	180,000	237,155	131.75%
Hotel Motel Tax	1,511,630	1,225,614	81.08%	1,600,000	859,241	53.70%
Daily Property Rental Tax	13,200	12,175	92.23%	15,000	9,594	63.96%
Motor Vehicle Tax	162,000	120,257	74.23%	175,000	116,617	66.64%
DMV Fees	260,000	108,051	41.56%	245,000	102,716	41.92%
TOTAL	\$ 29,064,030	\$ 15,334,964	52.76%	\$ 28,117,000	\$ 13,632,562	48.49%

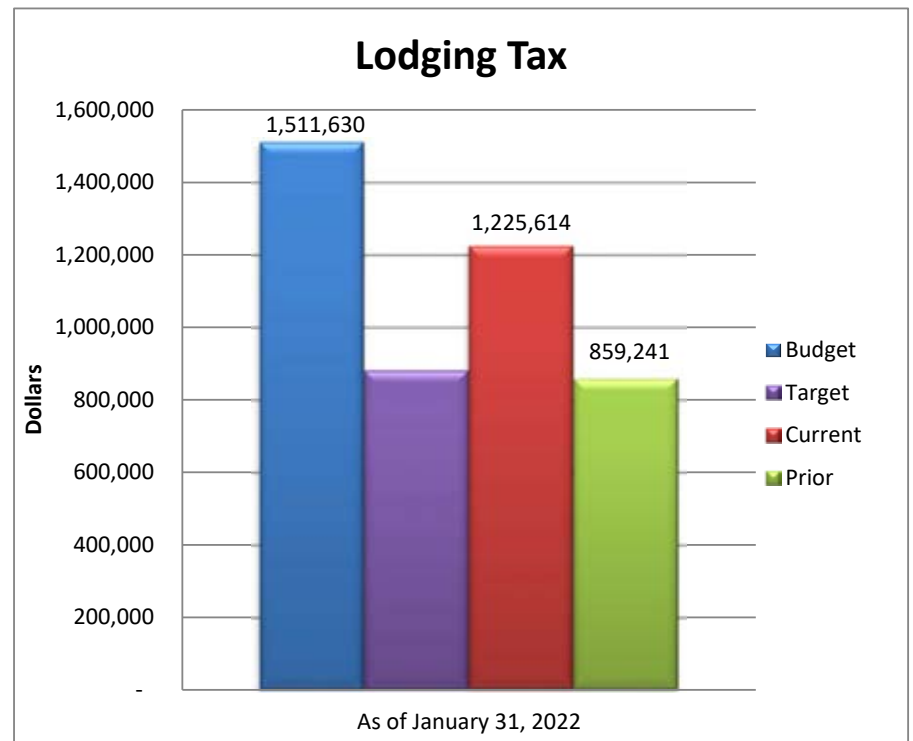
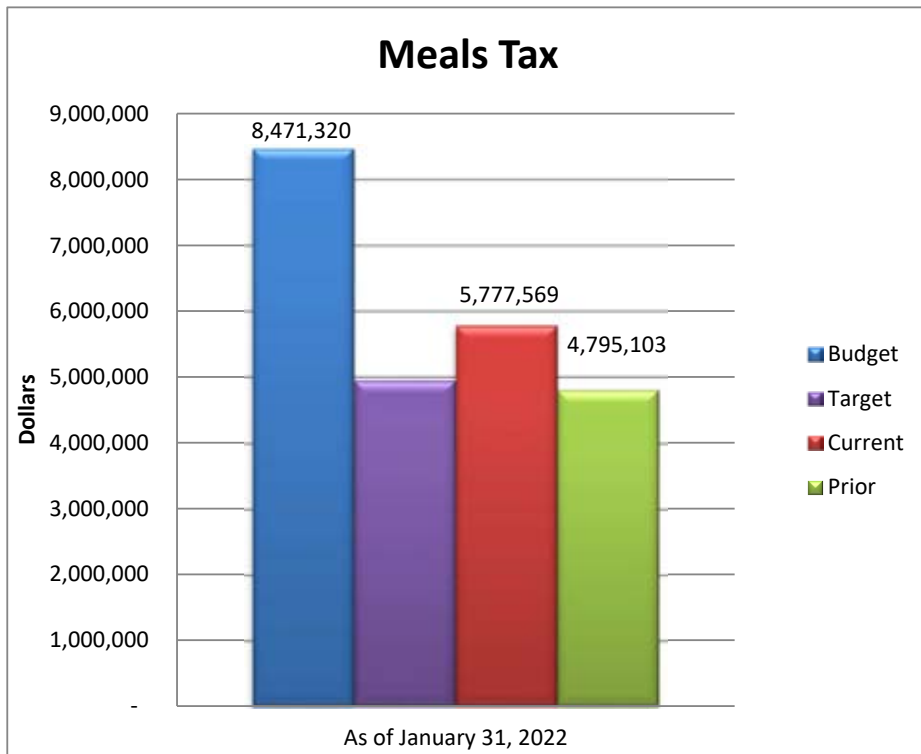
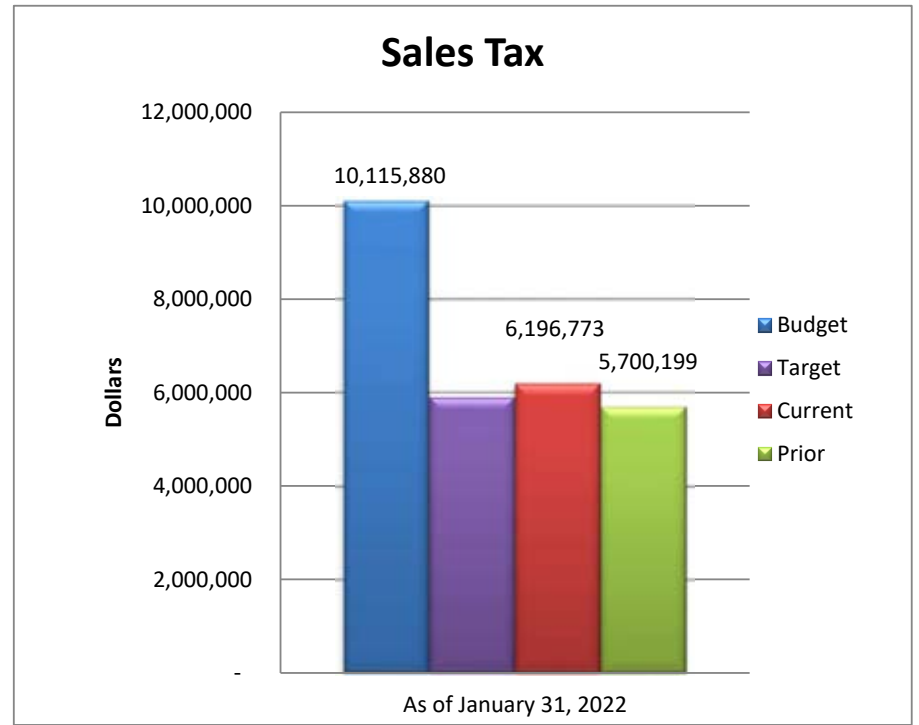
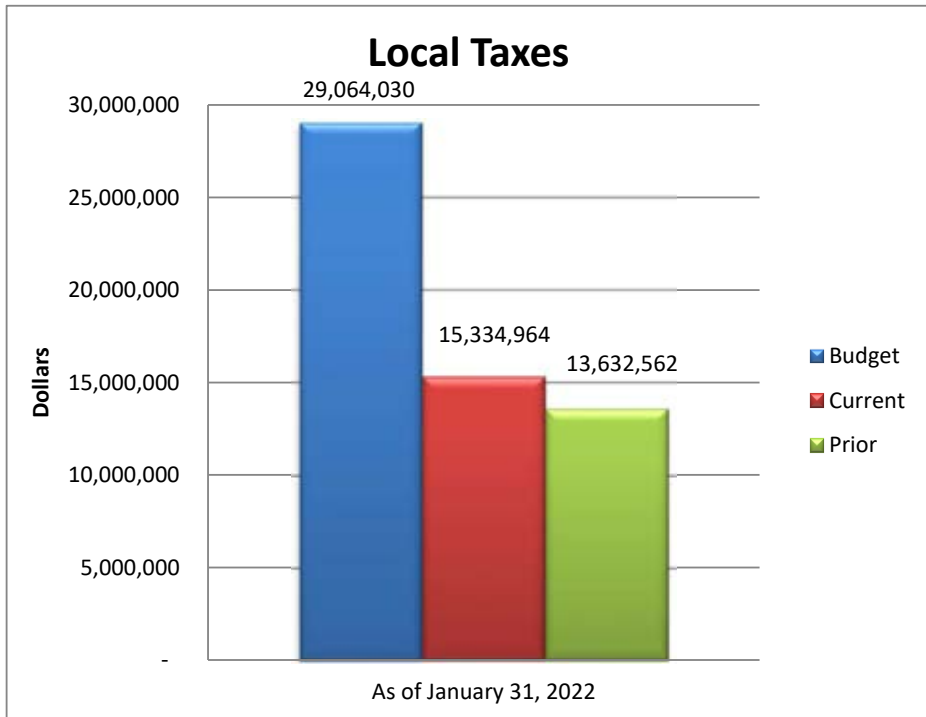
**CITY OF DANVILLE, VIRGINIA
GENERAL FUND
COMPOSITION OF FUND BALANCE
PRELIMINARY - AS OF JANUARY 31, 2022**

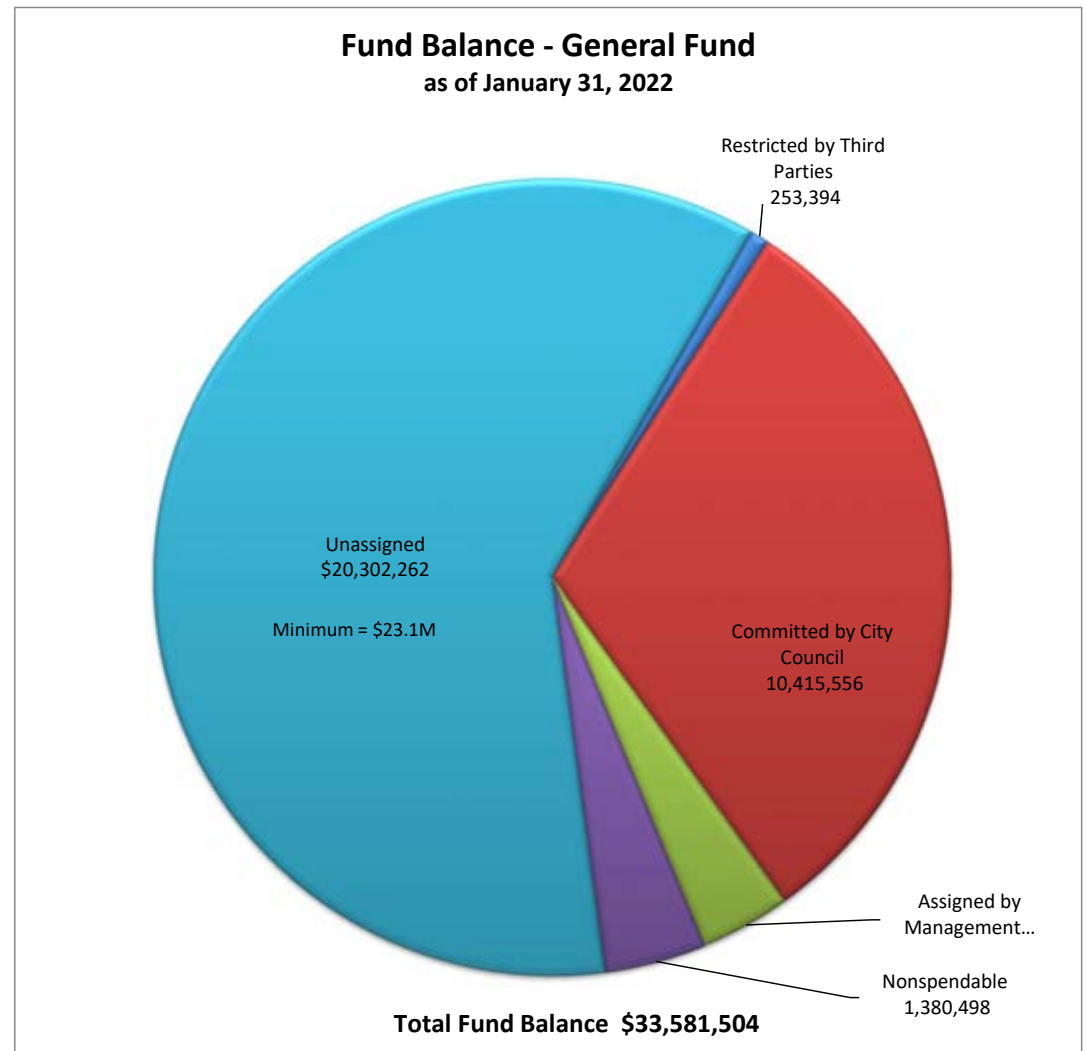
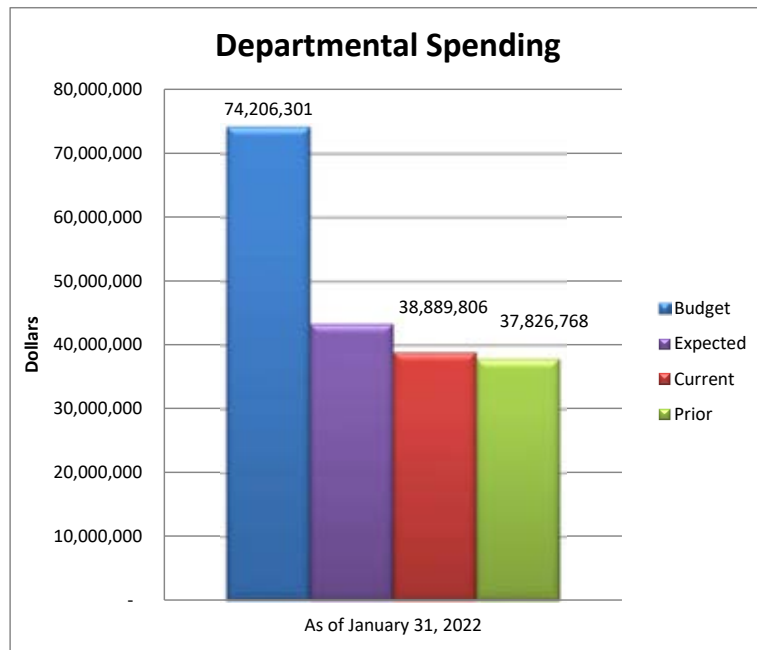
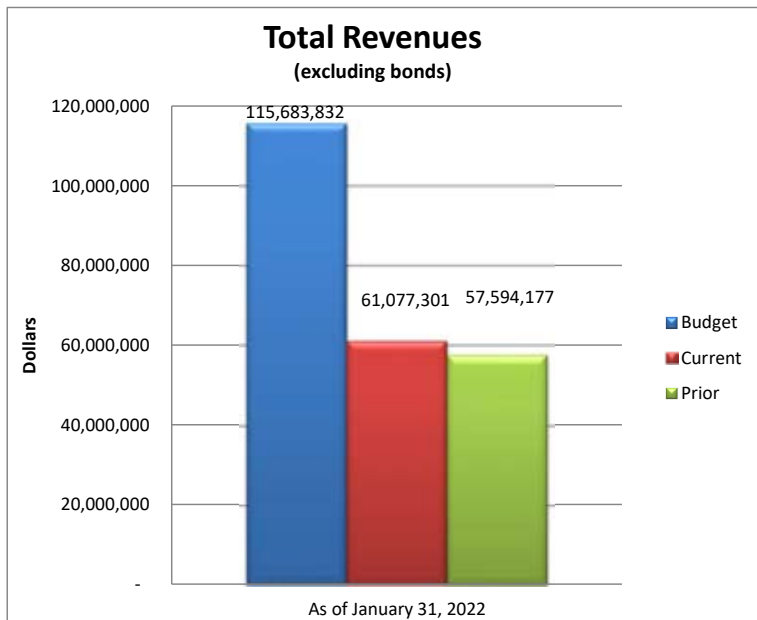
Beginning Total Fund Balance, July 1, 2021	47,090,495.25
Add: General Fund Revenues	61,077,301.46
Deduct: General Fund Expenditures	<u>(74,586,292.76)</u>
Ending Total Fund Balance, January 31, 2022	<u><u>33,581,503.95</u></u>

Composition of Fund Balance:

Restricted for Commonwealth Attorney	102,056.79
Restricted for Police Department	33,612.66
Restricted for Fire Department	117,724.87
Committed for Sheriff's Department	115.34
Committed to Schools	7,415,440.69
Committed to Budget Stabilization	3,000,000.00
Assigned to Community Development	10,568.12
Assigned for Encumbrances	1,219,225.80
Nonspendable (Inventory and Prepaids)	1,380,497.63
UNASSIGNED	<u>20,302,262.05</u>
Total Fund Balance, January 31, 2022	<u><u>33,581,503.95</u></u>

Unassigned fund balance from above	20,302,262.05
Unassigned Minimum per policy (20% of General Fund Operating Revenues) based on FY 2021 budget	<u>23,136,766.40</u>
Current surplus (deficit) over (under) minimum	<u>(2,834,504.35)</u>





Council Letter

City of Danville, Virginia



CL-2715

New Business B.

City Council Regular Meeting

Meeting Date: 02/15/2022

Subject: Imposing a General Local Sales Tax and Local Use Tax at a rate of 1% solely for Construction or Renovation of City Schools

From: Susan M. DeMasi, City Clerk

COUNCIL ACTION

First Reading: 02/15/2022

Final Adoption: 03/01/2022

SUMMARY

The referendum election was held on November 2, 2021 on whether the City of Danville be authorized to levy a general retail sales tax at a rate not to exceed one percent (1%), provided the revenue from the sales tax be used solely for capital projects for the construction or renovation of schools in the City of Danville. It passed with 7,515 citizens voting YES and 4,921 citizens voting NO. The Danville Circuit Court Ordered that the City Council of the City of Danville, Virginia, is empowered to levy a general retail sales tax at a rate not to exceed one percent (1%), provided the revenue from the sales tax shall be used solely for capital projects for the construction or renovation of schools in the City of Danville and that the sales tax shall expire by May 31, 2041.

Virginia Code section 58.1-606.1 authorizes the City of Danville as a "qualifying locality" to impose a one percent (1%) use tax provided the revenue from the sales tax shall be used solely for capital projects for the construction or renovation of schools in City of Danville and that the sales tax shall expire by May 31, 2041. The local use tax authorized by this section applies to tangible personal property purchased outside the Commonwealth for use or consumption within the City, or stored within the City for use or consumption, where the property would have been subject to the sales tax if it had been purchased within the Commonwealth. The local use tax shall also apply to leases or rentals of tangible personal property where the place of business of the lessor is outside the Commonwealth and such leases or rentals are subject to the state tax. Moreover, the local use tax shall apply in all cases in which the state use tax applies.

BACKGROUND

The 2019 Session of the General Assembly passed HB 1634 which authorized Halifax County to impose an additional local sales and use tax at a rate not to exceed one percent (1%) if initiated by a resolution of the local governing body and approved by the voters at a referendum with the revenue from the tax used solely for capital projects for new construction or major renovation of schools in Halifax County. The 2020 Session of the General Assembly passed HB 486 which authorized Henry County, Northampton County, Patrick County, Pittsylvania County, and the City of Danville to also impose an additional local sales and use tax at a rate not to exceed one percent (1%) if initiated by a resolution of the local governing body and approved by the voters at a referendum. Revenue from the tax shall be used solely for capital projects for new construction or major renovation of schools in the locality enacting the tax. The bill requires the governing body to specify in the enacting ordinance the time period, not to exceed 20 years after the date of the resolution passed.

RECOMMENDATION

City Staff recommends City Council approve a resolution to impose an additional general Local Sales Tax at a rate of one percent (1%) and a resolution to impose a Local Use Tax at a rate of one percent (1%) with the revenues received therefrom to be used solely for the construction or renovation of schools in the City of Danville.

Attachments

Ordinance-General Retail Sales Tax

Ordinance-Local Use Tax

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2022-____.____

AN ORDINANCE AMENDING AND REORDAINING CERTAIN SECTIONS OF CHAPTER 37, ENTITLED "TAXATION," OF THE CODE OF THE CITY OF DANVILLE, VIRGINIA, BY CREATING A NEW ARTICLE XIII, ENTITLED "IMPOSITION OF ADDITIONAL SALES AND LOCAL USE TAX; USE OF REVENUES FOR CONSTRUCTION OR RENOVATION OF SCHOOLS" AND ADDING A NEW SECTION §37-185, ENTITLED "IMPOSITION OF ADDITIONAL SALES TAX; USE OF REVENUES FOR CONSTRUCTION OR RENOVATION OF SCHOOLS".

WHEREAS, Virginia Code § 58.1-605.1 permits The City of Danville to impose an additional general retail sales tax with revenues received therefrom to be used solely for the construction or renovation of schools in the City of Danville; and

WHEREAS, a referendum to authorize the imposition of such additional tax was held on November 2, 2021 resulting in a majority of voters electing to authorize the City Council of the City of Danville, Virginia, to impose such an additional retail sales tax; and

WHEREAS, the Circuit Court for The City of Danville, Virginia has issued its Final Order authorizing the imposition of such an additional retail sales tax in accordance with the provisions of Section 58.1-605.1 of the Code of Virginia, 1950, as amended; and

WHEREAS, the City Council of The City of Danville finds that it is in the best interests of the City of Danville, Virginia, to amend Chapter 37, entitled "Taxation", by creating a new Article XIII, entitled "Imposition of Additional Sales and Local Use Tax; Use of Revenues for Construction or Renovation of Schools" in the Code of the City of Danville; and

WHEREAS, this Ordinance has been advertised as required by Virginia Code § 58.1-3007 and has undergone a properly advertised public hearing by City Council.

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Danville, Virginia, that a new Article XIII, entitled "Imposition of Additional Sales and Local Use Tax; Use of Revenues for Construction or Renovation of Schools", of the Code of the City of Danville, Virginia is hereby enacted; and

BE IT FURTHER ORDAINED, that a new Section 37-185 entitled "Imposition of Additional Sales Tax; Use of Revenues for Construction or Renovation of Schools" is hereby enacted as attached hereto and made a part hereof as if fully set out herein; and

BE IT FURTHER ORDAINED, that the recitals to this Ordinance are hereby incorporated by reference and are declared to be findings of City Council in connection with the adoption of this Ordinance; and

BE IT FURTHER ORDAINED, that this Ordinance shall become effective on July 1, 2022, which date is more than 120 days following the adoption of this Ordinance and is the first day of the third calendar quarter of the year; and

BE IT FURTHER ORDAINED, that a certified copy of this Ordinance shall be forwarded to the Tax Commissioner so that it will be received within five days of its adoption; and

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

Passed and adopted by City Council of the City of Danville, Virginia this 1st day of March, 2022.

APPROVED:

Mayor

ATTEST:

Clerk

Approved as to Form and
Legal Sufficiency:

City Attorney

ARTICLE XIII. - IMPOSITION OF ADDITIONAL SALES AND LOCAL USE TAX; USE OF REVENUES FOR CONSTRUCTION OR RENOVATION OF SCHOOLS

Sec. 37-185. – Imposition of Additional Sales Tax; Use of Revenues for Construction or Renovation of Schools.

- (a) In addition to the sales tax authorized in accordance with Chapter 37 there is hereby imposed an additional general retail sales tax, at a rate of one percent (1%), to provide revenue solely for the construction or renovation of schools, pursuant to Code of Virginia, § 58.1-605.1.
- (b) The additional general retail sales tax imposed pursuant to this section shall be administered and collected by the state tax commissioner in accordance with the provisions of Section 58.1-605.1 of the Code of Virginia (1950, as amended).
- (c) This additional general retail sales tax shall expire on May 31, 2041.

State Law reference— Code of Virginia, § 58.1-605.1.

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2022-____.____

AN ORDINANCE AMENDING AND REORDAINING CERTAIN SECTIONS OF CHAPTER 37, ENTITLED "TAXATION," OF THE CODE OF THE CITY OF DANVILLE, VIRGINIA, BY AMENDING ARTICLE XIII, ENTITLED "IMPOSITION OF ADDITIONAL SALES AND LOCAL USE TAX; USE OF REVENUES FOR CONSTRUCTION OR RENOVATION OF SCHOOLS" BY ADDING A NEW § 37-186, ENTITLED "IMPOSITION OF ADDITIONAL LOCAL USE TAX; USE OF REVENUES FOR CONSTRUCTION OR RENOVATION OF SCHOOLS".

WHEREAS, the City Council of the City of Danville has adopted an additional general retail sales tax pursuant to Virginia Code § 58.1-605.1; and

WHEREAS, Virginia Code § 58.1-606.1 permits the City of Danville to impose a local use tax with revenues received therefrom to be used solely for the construction or renovation of schools in the City of Danville; and

WHEREAS, City Council of the City of Danville finds that it is in the best interests of the City of Danville, Virginia to amend Chapter 37, entitled "Taxation", Article XIII, entitled "Imposition of Additional Sales and Local Use Tax; Use of Revenues for Construction or Renovation of Schools" by adding a new Section 37-186, of the Code of the City of Danville entitled "Imposition of Additional Local Use Tax; Use of Revenues for Construction or Renovations of Schools"; and

WHEREAS, this Ordinance has been advertised as required by Virginia Code § 58.1-3007 and has undergone a properly advertised public hearing by City Council.

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Danville, Virginia, that Article XIII, entitled "Imposition of Additional Sales and Local Use Tax; Use of Revenues for Construction or Renovation of Schools", of the Code of the City of Danville, Virginia is hereby amended by adding a new Section 37-186, entitled "Imposition of Additional Local Use Tax; Use of Revenues for Construction or Renovations of Schools" enacted as attached hereto and made a part hereof as if fully set out herein; and

BE IT FURTHER ORDAINED, that the recitals to this Ordinance are hereby incorporated by reference and are declared to be findings of City Council in connection with the adoption of this Ordinance; and

BE IT FURTHER ORDAINED, that this Ordinance shall become effective on July 1, 2022, which date is more than 120 days following the adoption of this Ordinance and is the first day of the third calendar quarter of the year; and

BE IT FURTHER ORDAINED, that a certified copy of this Ordinance shall be forwarded to the Tax Commissioner so that it will be received within five days of its adoption; and

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

Passed and adopted by City Council of the City of Danville, Virginia this 1st day of March, 2022.

APPROVED:

Mayor

ATTEST:

Clerk

Approved as to Form and
Legal Sufficiency:

City Attorney

ARTICLE XIII. - IMPOSITION OF ADDITIONAL SALES AND LOCAL USE TAX; USE OF REVENUES FOR CONSTRUCTION OR RENOVATION OF SCHOOLS

Sec. 37-186. – Imposition of Additional Local Use Tax; Use of Revenues for Construction or Renovation of Schools.

- (a) In addition to the sales tax authorized in accordance with Chapter 37, there is hereby imposed an additional local use tax, at a rate of one percent (1%), to provide revenue solely for the construction or renovation of schools, pursuant to Code of Virginia, § 58.1-606.1.
- (b) The additional local use tax imposed pursuant to this section shall be administered and collected by the state Tax Commissioner in the same manner and subject to the same exemptions and penalties as provided for the state use tax in accordance with the provisions of Section 58.1-606.1 of the Code of Virginia (1950, as amended).
- (c) This additional local use tax shall expire on May 31, 2041.

State Law reference— Code of Virginia, § 58.1-605.1 & § 58.1-606.1

Council Letter

City of Danville, Virginia



CL-2702

New Business C.

City Council Regular Meeting

Meeting Date: 02/15/2022

Subject: Experience Works: A Work-Based Learning (WBL) System That Connects Students and Young Adults to Employment Opportunities

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

COUNCIL ACTION

Business Meeting: 02/15/2022

SUMMARY

In 2021 the City, in collaboration with Danville Public Schools, Goodwill Industries, The Institute for Advanced Learning and Research, and the Virginia Workforce Center created a "paid" summer program for youth and young adults that included career exploration, internships, and on-the-job training.

The 2022 Program, dubbed Danville ExperienceWorks, is an expansion of the previous year's program efforts and still involves a collaboration of the following agencies/organizations: The Institute for Advanced Learning and Research, Danville Public Schools, Project Imagine, Goodwill Industries, Danville Human Resources Department and the West Piedmont Workforce Investment Board (Virginia Career Works).

BACKGROUND

Overview:

ExperienceWorks is a work-based learning (WBL) system that connects students and young adults to employment opportunities through a variety of career awareness, skill development and WBL experiences. ExperienceWorks (Attachment A) aligns existing career exposure programs and adds capacity, providing multiple opportunities for employers to engage with students and offer hands-on, career-relevant learning and mentoring. The goal is to scale WBL efforts, allowing 100 percent of high school graduates to access a high-quality WBL experience and creating a sustained pathway that connects employers to their emerging workforce.

ExperienceWorks objectives include:

1. Increased student awareness of career opportunities in strategic industry sectors;
2. Improved student and young adult work readiness skills aligned with business expectations;
3. Increased opportunities for safe and meaningful work experiences for students and young adults in strategic sectors;
4. Increased teacher and counselor awareness of careers and business needs;
5. Intentional focus on equity and access whereby inclusive programming supports the vision; and
6. A work-based learning system that is sustained and supported by employers, local government and

economic development.

The ExperienceWorks system is supported in fourteen, K12 divisions across southern Virginia, including Danville Public Schools. To date, funding support has been committed by GO Virginia, the Tobacco Region Revitalization Commission, Danville Regional Foundation and numerous employers.

The City of Danville ExperienceWorks team, comprised of Danville Public Schools (DPS), the Institute for Advanced Learning and Research (IALR), Project Imagine, the West Piedmont Workforce Development Board (WPWDB) and Goodwill of the Valleys, is committed to providing an equitable platform for 14 to 24-year-olds to engage in a robust way with businesses. Utilizing a systems approach, the team is requesting \$293,356 from the City of Danville to support seven strategic programs. Working together, the ExperienceWorks team will leverage \$255,117 in additional funds to support the coordinated effort.

RECOMMENDATION

It is recommended that the City Council adopt the attached Resolution which acknowledges City Council approval of the ExperienceWorks Proposal and budget request. The City's investment of \$293,356.00 will be taken from the American Rescue Plan allocation.

Attachments

Resolution

Program Design

PRESENTED: _____

ADOPTED: _____

RESOLUTION NO. 2022 - _____._____

A RESOLUTION APPROVING THE EXPERIENCEWORKS PROGRAM FOR YOUTH AND YOUNG ADULTS AND THE USE OF AMERICAN RESCUE PLAN FUNDS TO PROVIDE THE CITY'S MATCHING INVESTMENT IN THE IMPLEMENTATION OF THE PROGRAM.

WHEREAS, the City, in partnership with community non-profit partners, has developed a program to offer summer employment opportunities to Three Hundred (300) youth and young adults (ages 14-24) during the summer of 2022; and

WHEREAS, the contribution from community non-profit partners is \$228,448 and the City is providing funding from its American Rescue Plan funding in the amount of \$293,356.

NOW THEREFORE, BE IT RESOLVED, by the Council of the City of Danville, Virginia, that the aforementioned program and City contribution in the amount of \$293,356 is approved.

APPROVED:

Mayor

ATTEST:

City Clerk

APPROVED AS TO
FORM AND LEGAL SUFFICIENCY:

City Attorney

ExperienceWorks Proposal

City of Danville

Overview

ExperienceWorks is a work-based learning (WBL) system that connects students and young adults to employment opportunities through a variety of career awareness, skill development and WBL experiences. *ExperienceWorks* (Attachment A) aligns existing career exposure programs and adds capacity, providing multiple opportunities for employers to engage with students and offer hands-on, career-relevant learning and mentoring. The goal is to scale WBL efforts, allowing 100 percent of high school graduates to access a high-quality WBL experience and creating a sustained pathway that connects employers to their emerging workforce.

ExperienceWorks objectives include:

1. increased student awareness of career opportunities in strategic industry sectors;
2. improved student and young adult work readiness skills aligned with business expectations;
3. increased opportunities for safe and meaningful work experiences for students and young adults in strategic sectors;
4. increased teacher and counselor awareness of careers and business needs;
5. intentional focus on equity and access whereby inclusive programming supports the vision; and
6. a work-based learning system that is sustained and supported by employers, local government and economic development.

The *ExperienceWorks* system is supported 14 K12 divisions across southern Virginia, including Danville Public Schools. To date, funding support has been committed by GO Virginia, the Tobacco Region Revitalization Commission, Danville Regional Foundation and numerous employers.

The City of Danville *ExperienceWorks* team, comprised of Danville Public Schools (DPS), the Institute for Advanced Learning and Research (IALR), Project Imagine, the West Piedmont Workforce Development Board (WPWDB) and Goodwill of the Valleys, is committed to providing an equitable platform for 14 to 24-year-olds to engage in a robust way with businesses. Utilizing a systems approach, the team is requesting \$293,356 from the City of Danville to support seven strategic programs. Working together, the *ExperienceWorks* team will leverage \$255,117 in additional funds to support the coordinated effort.

STRATEGIC PROGRAMS

Summer Internships

Thanks to the generous support of Danville City Council, the 2021 pilot program impacted 27 DPS students. The experience connected participants with hands-on training, job coaching and customized support services leading to successful outcomes. The 2022 program will build on the success of last year's experience, increasing the number of internship placements to 70 and delivering improved outcomes that have a dual benefit to participants and businesses. In and out-of-school youth and young adults will have the opportunity to complete a three-day bootcamp, participate in a paid internship of up to 280 hours, and engage in facilitated peer learning and mentoring.

Bootcamp Structure

Assessments from participants, partners and internship supervisors from the 2021 pilot indicated the bootcamp experience was an important part of the process; however, young people shared a deep desire to have a more hands-on opportunities to engage in real-world problem solving. This year's bootcamp will be hosted at IALR to provide students with a change of scenery while using the facility to host large group seminars and small breakout sessions.

Students will be divided into two groups, each with five teams of five for the three-day bootcamp. In the small groups and following best practices from the Teamship Model, they will be charged with solving a problem utilizing critical thinking skills and teamwork. At the end of the bootcamp, teams will present their solutions to the entire group. All participants who successfully complete the bootcamp will receive a \$25 visa gift card. Participants will also hear from several guest speakers and discuss potential actions and conflict resolution steps for various work-related scenarios.

Weekly Debriefs

Participants will spend between seven and eight hours each day, Monday - Thursday, at their internship sites. Two hours on Friday will be reserved for virtual debriefs with instructors from the DPS team with support from WPWDB staff. A portion of the time will be dedicated to processing the week and reviewing important job skill benchmarks. Staff will also provide time for an activity designed to enhance student learning and work-readiness skills. All activities will be tied to learning outcomes that support the long-term success of the participants.

Ensuring Equity

All partners agree that reaching young people who would otherwise not connect with this type of program is a priority. During the 2021 program, the team discovered that misconceptions about the internship stipends and their financial impact on family housing and food subsidies caused some students to not apply. Additionally, students with strong, consistently engaged support systems at home were more likely to apply for and participate in the summer experience. The *ExperienceWorks* team is committed to ensuring that the community and families understand the benefits of the program and have the support necessary to participate in the process.

The Project Imagine team will provide support, engaging with highly influential community members who can inspire youth to attend pre-internship activities and information sessions. Five Community Mentors, identified and recruited by Project Imagine's leadership will assist with recruitment, preparation and individual social and emotional support of program participants. The provision of individual coaching will increase the overall success of participants.

The out-of-school youth (OSY) portion will include the same supports as the in-school high school youth program. The OSY effort, targeting ten Workforce Innovation and Opportunity Act (WIOA) eligible youth and 10 non-WIOA eligible youth will be led by the WPWDB. The timeline may be adjusted to accommodate an earlier start date for the bootcamp and internships.

Goodwill's Summer Youth Work Experience

The "Summer Youth Work Experience: Summer Camp" through Goodwill Industries of the Valleys provides paid work experience training for youth ages 14 to 15-years old. Program participants complete one week of classroom-based essential skills instruction on various topics including Safety, What to Expect on the Job, Work Etiquette, and Communication. Participants will also be given the opportunity to meet their potential employers prior to placement. At the completion of the classroom week, youth

are assigned to various non-profits throughout the city for seven weeks of on-the-job training and employment. The youth participants gain valuable work experience during the summer, while also learning financial responsibility with their pay. The community partners who host these youth participants are provided with assistance and new perspectives to support their organizations and inform programming.

In 2021, Goodwill committed to serving 20 youth; however, they increased the number to 25 based on interest. In 2022, anticipating similar interest and demand, Goodwill intends to support 35 youth ages 14- 15.

Sector-focused Camp: Local Government

IALR will partner with the City of Danville to offer a one-week summer camp for 8th – 10th grade DPS students, addressing a current pathway gap for Career and Technical Education programming. A minimum of 15 students will attend the camp, focused on career opportunities with local government.

STEM Camp

Students will combine fun with learning as they navigate through this summer coding camp, hosted by DPS. Designed for 60 students in 6th – 8th grade, the camp will provide opportunities to learn programming languages, program robots, and develop technology skills through hands-on applications.

AspHIRE

A highly successful program, piloted in 2019, AspHIRE is a one-day event targeting 100 high school seniors in CTE programs and those who have not made plans beyond high school graduation. The event will include a 20-minute interview with an employer (mock and/or actual), five work-readiness sessions and a business lunch, where students will be coached and have an opportunity to practice networking communication skills.

***EXCITE* (Exploring Careers through Industry Teacher Externships)**

A critical effort designed to expose educators (teachers and counselors) to local business and industry, EXCITE is a week-long externship where businesses host educators to share information about their company and respective industry along with employment opportunities. Educators have an opportunity to visit four companies, shadowing employees and talking with company leaders about their business in order to bring this information back into the classroom. The educators meet as a group to share experiences and develop lesson plans where they integrate this information. For every EXCITE participant, 50 students will be impacted. Funding is requested to support participation for five additional DPS educators. The goal is to answer the “why do I need to know this” question for students and create relevancy within the standard curriculum based on real-life experiences provided by local industry. Educators are paid an \$800 stipend for their participation and delivery of this new content in the classroom.

Guided Career Exploration (GCE)

The Guided Career Exploration (GCE) program is an intensive twelve-week job readiness program providing 17–24-year-olds a hands-on opportunity to explore a career field of interest. Participants are paid a stipend for completing the pre-work training portion of the GCE as well as the on-site work they finish in a position that connects to their long-term career goals. Beyond the program stipend, participants who need financial assistance with the cost of work-related expenses (transportation, work-appropriate attire or special equipment) can access support services funding. A career coach dedicated

to providing guidance and support before, during and after GCE assists participants in maximizing the opportunity. This program will be piloted in Spring 2023 in partnership with Project Imagine.

AGENCY RESPONSIBILITIES

The City of Danville *ExperienceWorks* Team commits to the following shared responsibilities:

1. Community engagement and marketing of programmatic opportunities across agency networks
2. Bi-weekly partner meetings to assess process and progress
3. Outreach to employers to share opportunities, with a commitment to coordinate efforts and avoid duplication
4. Identify opportunities to leverage resources and add capacity, affording more students and young adults a high-quality WBL experience.

IALR

- Project Management for *ExperienceWorks* system
- Coordinate employer engagement – internship sites, training agreements, workplace evaluations
- Provide curriculum, daily agendas, logistics support (facility, meals) and evaluation tools for bootcamp staff
- Process intern stipends for GOVA/DRF/Private Employers
- Coordinate Meet & Greet and Celebration events
- Coordinate use of the MajorClarity platform to support internship postings and student applications
- Meet with employers to identify internship tasks, projects, pay rate, schedule
- Work with partners and employers to coordinate interviews with appropriate applicants
- Arrange and host the bootcamp
- Serve as the lead agency for the EXCITE program
- Serve as the lead agency for the AspHIRE event
- Partner with the City of Danville to develop and offer the Local Government camp

WPWDB

- Contract with mentors in partnership with Project Imagine and process stipends
- Hire/provide staff time to monitor student progress including student attendance/performance
- Make periodic visits to internship sites to observe students and to assist students with any problems, to take photos.
- Provide staff to support bootcamp logistics (student check-in, meals, etc.)
- Complete Internship site visits at participating businesses
- Process stipends utilizing City of Danville and WIOA funds
- Administer student support services funding
- Disburse student incentives
- Lead all facets the Out-of-School-Youth (OSY) internship programming for up to 20 participants
- Lead marketing efforts for the internship programs
- Be the main point of contact for students throughout the internship experience
- Serve as the lead agency for the GCE pilot program

DPS

- Identify staff to provide instruction and facilitate the three-day bootcamps and Friday debrief sessions
- Process stipends for DPS staff
- Coordinate the student application process in MajorClarity, responding to student applications and keeping track of application status
- Develop and use rubric to select applicants based on school records such as attendance, behavior, grades
- Advertise to teachers, students, and parents when opportunities are available
- Work with partners on in-school students internships placements and provide communication between the employers and interns
- Leadership and implementation of the STEM camp for middle school students
- Responsible for monitoring student attendance and participation, addressing potential discipline issues, and supervising students during the onsite bootcamp
- Assist in evaluation of students based on training plan
- Work with partners to resolve transportation and support service needs for participants

Goodwill of the Valleys

- Leadership and implementation of 14-15year old summer internship program
- Work with Danville nonprofits to create and support internship positions
- Process stipends for DPS students

Funding Support

Financial support from each partner agency combined with leveraged funding from the City of Danville, GO Virginia Region 3 and the Danville Regional Foundation will support the *ExperienceWorks* system, expanding the number of program offerings and young adult participation.

Table 1 provides the cost for the seven programs included in the request along with the number of participants, including a comparison for the 2021 activities. In addition to the program costs, the partners are requesting 10% for indirect support services at their respective agencies.

The internship stipend amount is based on \$11 per hour for up to 280 hours. The stipend is competitive and aligns with the current minimum wage standard. The on-site internship options provided to employers will be either a five-week or seven-week placement, providing some flexibility for employers and participants who may have time commitments for school-related activities. The stipend will be pro-rated and will be broken into equal installments, paid to participants on a biweekly basis for successful completion to include range of hours on-site for the week, activities completed, completion of deliverables and skill acquisition. Expectations will be established by the employer with agreement by the intern.

Given that a majority of the participants will not be 18-years-old, partners will work together with employers to follow best practices and Department of Labor standards to ensure participant safety and activities adhere to legal requirements.

TABLE 1	2021 Program		2022 Program		
Program/Cost Center	# participants	City Cost	# participants	TOTAL	City Cost
Administration		\$ -		\$ 31,750	\$ -
Internships	27	\$ 116,994	70	\$ 304,250	\$ 181,802
AspHIRE			100	\$ 6,700	\$ 900
EXCITE			7	\$ 5,600	\$ 2,800
GCE			15	\$ 88,500	\$ 88,500
Local Gov't Camp			15	\$ 4,625	\$ 3,625
STEM Camp			60	\$ 18,600	\$ 18,600
SYWE - Goodwill	25	\$ -	35	\$ 61,779	\$ 10,560
Balance at WPWDB					\$ (40,100)
Sub-Total	52	\$ 116,994	302	\$ 521,804	\$ 266,687
10% indirect/Admin fee*		\$ 14,199			\$ 26,669
TOTAL		\$ 131,193			\$ 293,356

*Indirect based on non-WIOA eligible expenses

2021 cost included some funds not subject to indirect

Table 2 provides the total amount of City funding that will be received and managed by each participating agency for the proposed *ExperienceWorks* programming.

Table 2	City of Danville Funds by Agency		
	Base	10% indirect	TOTAL
IALR	\$ 15,475	\$ 1,548	\$ 17,023
DPS	\$ 25,600	\$ 2,560	\$ 28,160
Goodwill	\$ 10,560	\$ 1,056	\$ 11,616
WPWDB	\$ 215,052	\$ 21,505	\$ 236,557
TOTAL	\$ 266,687	\$ 26,669	\$ 293,356

***ExperienceWorks* TIMELINE**

February/March 2022

- Engagement with employers to identify internship and EXCITE externship placements, along with participation in AspHIRE
- Internships and application process posted in MajorClarity
- Info sessions with parents and students for summer internship programming
- Resume and cover letter workshops
- Recruitment and student application period for internships and camps
- Develop daily plans for camps
- Recruit mentors and staff to support interns

April/May 2022

- AspHIRE event and student internships interviews

- Intern placements confirmed
- Teachers and Counselors selected for EXCITE
- Meet and Greet event at IALR
- Camp registrations and notifications

June/July 2022

- Bootcamp June 14 – 16th
- Local Government and STEM camps
- Internships begin with virtual debriefs on Friday along with coaching and mentoring supports
- Teachers and counselors complete EXCITE program
- Celebration event at IALR

August/September 2022

- Evaluation of programs
- Debrief with partners
- Report to City Council

October 2022 – March 2023

- Planning for GCE pilot program
- Planning for Summer 2023 *ExperienceWorks* programming (repeat of timeline activities from 2022)

April/May 2023

- GCE pilot program