



DANVILLE CITY COUNCIL REGULAR MEETING AGENDA

MUNICIPAL BUILDING

May 2, 2023

7:00 PM

PRESIDING: Alonzo L. Jones, Mayor

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

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

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

Time and Place of Meeting

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

Communications from Visitors

Communication from Visitors is an opportunity for citizens, who have signed up to speak, 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, and shall have three uninterrupted minutes. A representative of a group may have up to five 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 - J. LEE VOGLER, JR.

PLEDGE OF ALLEGIANCE TO THE FLAG

ANNOUNCEMENTS AND SPECIAL RECOGNITION

- A. Proclamation: Make Danville Shine Month
Presented to: City of Danville Department of Community Development

CONSENT AGENDA

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

PUBLIC HEARING

- A. Consideration of Approval of Minutes from Regular Council Meeting held on April 4, 2023.
Council Letter Number CL - 502.

Consideration of Approval of Minutes from Regular Council Meeting held on April 4, 2023.

- B. Consideration of Amending the Fiscal Year 2023 Budget Appropriation Ordinance for Appropriation of the Danville Regional Foundation Grant.
Council Letter Number CL - 427.

An Ordinance Amending the Fiscal Year 2023 Budget Appropriation Ordinance to Provide for a Grant from the Danville Regional Foundation in the Amount of \$200,000 and No Local Match for a Total Grant in the Amount of \$200,000 and Appropriating the Same.

FINAL ADOPTION

- C. Consideration of Amending the Fiscal Year 2023 Budget Appropriation Ordinance for an Appropriation of the Community Flood Preparedness Fund (CFPF) Agreement.
Council Letter Number CL - 428.

An Ordinance Amending the Fiscal Year 2023 Budget Appropriation Ordinance to Provide for a Grant from the Department of Conservation and Recreation in the Amount of \$331,740 and Local Match in the Amount of \$36,860 for a Total Grant in the Amount of \$368,600 and Appropriating the Same.

FINAL ADOPTION

NEW BUSINESS

- A. Consideration of a Request to Rezone 125 Dewey Place from HR-C Highway Retail Commercial to OT-R Old Town Residential.
Council Letter Number CL - 460.

1. Public Hearing

2. An Ordinance Rezoning 125 Dewey Place from HR-C, Highway Retail Commercial to OT-R, Old Town Residential.
- B. Consideration of a Special Use Permit at 2025 North Main Street.
Council Letter Number CL - 461.
1. Public Hearing
 2. An Ordinance Granting Special Use Permit Application PZ23- 00075 filed by Swicegood-Barker Funeral Services, Requesting a Special Use Permit to Allow the Operation of a Funeral Home at 2025 North Main Street in Accordance with Article 3.J, Section C, Item 6
- C. Consideration of a Special Use Permit at 564 West Main Street.
Council Letter Number CL - 462.
1. Public Hearing
 2. An Ordinance Granting Special Use Permit Application PZ23- 00076 filed by Swicegood-Barker Funeral Services, Requesting a Special Use Permit to Allow the Operation of a Funeral Home at 564 West Main Street in Accordance with Article 3.J., Section C, Item 6.
- D. Consideration of a Request to Amend Chapter 41 entitled "Zoning Ordinance" of the City of Danville, More Specifically, to Amend Article 15 Section B, to Add the Definition for "Dormitory".
Council Letter Number CL - 463.
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 15 Section B, to Add the Definition for "Dormitory".
- E. Consideration of a Request to Amend Chapter 41 entitled "Zoning Ordinance" of the City of Danville, Specifically to Amend Article 8 Entitled "Parking and Loading Requirements".
Council Letter Number CL - 464.
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 8, Section D to Amend Space Length from 20' to 18'.
- F. Consideration of the Fiscal Year 2024 Danville Public Schools Budget.
Council Letter Number CL - 452.
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, 2024.
FIRST READING
- G. Consideration of Adjusting Utility Rates for Utility Services.
Council Letter Number CL - 495.
1. Public Hearing
 2. An Ordinance Adjusting Utility Rates for Utility Services Effective July 1, 2023.

H. Consideration of Amending the Personnel System Ordinance.

Council Letter Number CL - 510.

An Ordinance Amending the Personnel System of the City of Danville Providing for the Classification, Compensation, and Employee Development for Employment Positions of the City.

I. Consideration of a City Council Salary Increase.

Council Letter Number CL - 501.

1. Public Hearing
2. An Ordinance Increasing and Establishing the Annual Salaries of the Mayor and Council Members for the Fiscal Year Beginning July 1, 2025.

J. Consideration of Approval of the City Attorney's Amended Employment Agreement.

Council Letter Number CL - 511.

A Resolution of the City Council of the City of Danville Virginia Approving the City Attorney's Amended Employment Agreement.

K. Consideration of the Approval of the City Manager's Amended Employment Agreement.

Council Letter Number CL - 512.

A Resolution of the City Council of the City of Danville Virginia Approving the City Manager's Amended Employment Agreement.

L. Consideration of Amending the Fiscal Year 2023 Budget Appropriation Ordinance to Fund Pay Plan Implementation and Support City Operations.

Council Letter Number CL - 509.

An Ordinance Amending the Fiscal Year 2023 Budget Appropriation Ordinance by Increasing Revenues from Business and Occupancy Licenses to Fund Pay Plan Implementation and Support City Operations for an Appropriation in the Amount of \$600,000 and Appropriating the Same.

FIRST READING

COMMUNICATIONS FROM VISITORS

Communication from Visitors is an opportunity for citizens, who have signed up to speak, 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 three uninterrupted minutes. A representative of a group may have up to five 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.

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 - 502

CONSENT AGENDA A.

City Council REGULAR MEETING

Meeting Date: May 2, 2023

Subject: Consideration of Approval of Minutes.

From: Susan DeMasi, City Clerk

COUNCIL ACTION

Consideration of Approval of Minutes from Regular Council Meeting held on April 4, 2023.

Attachments

1. Meeting Minutes
-

April 4, 2023

The Regular April meeting of the Danville City Council was held on April 4, 2023, at 7:00 p.m. in the Council Chambers located on the Fourth Floor of the Municipal Building. The following Council Members were present: James B. Buckner, Bryant Hood, Mayor Alonzo L. Jones, Barry Mayo, Vice Mayor Gary P. Miller, Sherman M. Saunders, J. Lee Vogler, Jr., and Madison J.R. Whittle (8). L.G. "Larry" Campbell Jr. was absent. (1)

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

Mayor Jones presided.

INVOCATION AND PLEDGE OF ALLEGIANCE

Council Member Sherman M. Saunders gave the Invocation followed by the Pledge of Allegiance.

ANNOUNCEMENTS AND SPECIAL PRESENTATIONS

Presentation: Tunstall High School Beta Club
Presented by: Tara Mills, Teacher and Beta Club Sponsor

Mayor Jones recognized Ms. Mills who introduced senior Mackenzie Harris, sophomore Shelton McKinny, teacher and sponsor Crystal Harris, Matthew and Maggie Harris, and her daughter Clara Mills. Tunstall High School Beta Club finished first place at the Virginia State Beta Competition in marketing and communications. Ms. Mills stated that Tunstall currently competes in state and regional competitions, and this summer they hope to compete in the national competition. Beta Club focuses on academic achievement, community service, character development, and leadership. The Tunstall Beta Club competes in academics, engineering, robotics, performance arts, artistic abilities, marketing, communications, and others. This year's prompt for marketing and communications was to develop a campaign to present to City Council to create a memorial for a hero in the community. The students not only brought in a regional hero but a marketing aspect as well. The title of their presentation was "Reimagine That, Immortalizing Dan River Regional Heroes." Shelton McKinny began the presentation to Council which included using murals to honor Henrietta Lacks, costs, using social media, where the funding would come from, and how the Casino could impact the success of this.

Council Member Vogler thanked the students for the presentation; they did a tremendous job, and he appreciated them presenting their idea. Mr. Vogler discussed his love for murals and street art and how they become destinations. Henrietta Lacks was a great person who deserved the recognition, and he hoped this was something that can be done. Council Member Whittle stated that they did a fantastic job. Council Member Buckner congratulated them on a great presentation, and wished them success at Nationals in Louisville on June 16. Vice Mayor Miller stated this was a great idea and he loved murals too. Council Member Mayo stated this was an awesome opportunity and that he loved the way it was presented. Council Member Hood congratulated them on going to nationals; Council appreciated their presentation and appreciated #DanvilleHereos. Council Member Saunders congratulated them and stated this was another example of regional cooperation. Mayor Jones congratulated them on going to Nationals in June. Ms. Mills thanked Council for listening and for their comments, she looked forward to taking them to Nationals and seeing them shine on that stage.

Mayor Jones recognized David Coffey, Chief of the Danville Fire Department. Chief Coffey thanked Council for the opportunity to speak tonight, and thanked them for the work that has been

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done on the budget. Danville Fire Department was internationally accredited and has an Insurance Office Safety rating of 1; there were 27,190 fire departments registered with the US Fire Administration, and of those, only 114 are internationally accredited and have an insurance office safety rating. Chief Coffey stated he could not do his job if it wasn't for the men and women of the Danville Fire Department; they were outstanding. When they went before CPSE, Center for Public Safety Excellence, to be reaccredited three years ago, the only thing they could ding them on was the fact that Danville did not have a Community Risk Reduction Director. Chief Coffey introduced Shelby Irving as their new Community Risk Reduction Director. Ms. Irving stated she was excited about this new position. She strives to make a citizen's worst day as easy as they can and follow them from the fire all the way back to normalcy. Mayor Jones asked Richard Guill to come up to the podium. Chief Coffey stated that with Ms. Irving taking this new role, Mr. Guill would be the new Fire Marshall for the City of Danville. As Fire Marshall, Mr. Guill has been at the temporary casino at midnight doing inspections and making sure they were on track; he has made himself available 24/7 even on vacation he came in to do inspections. He has done an exceptional job.

Mayor Jones recognized Corrie Bobe, Director of Economic Development and Tourism who announced that Kelvin Perry had been promoted to Assistant Director of Economic Development and Tourism. He has been with their office over five years as a Project Manager leading downtown revitalization efforts, working hand in hand with small businesses in the community, and assisting in helping to build an economic entrepreneurial ecosystem. He will be overseeing the business retention and expansion program. Mr. Perry thanked everyone for the new opportunity; he has really enjoyed working with one of the best staff around, and thanked everyone for their support.

CONSENT AGENDA

Mayor Jones opened the floor for a Public Hearing regarding Budget Items on the Consent Agenda. Notice of the Public Hearing was published in the *Danville Register & Bee* on April 11, 2023. No one present desired to be heard and the Public Hearing was closed.

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

Minutes from the Regular Council Meeting held on March 7, 2023. Draft copies of the Minutes had been distributed prior to the meeting.

Amending Danville City Code regarding Elderly and Disabled Real Estate Tax Exemption

An Ordinance entitled, Ordinance No. 2023-03.04, Amending Article IV, Entitled "Real Estate and Mobile Home Tax Exemption and Deferral for Certain Elderly and Disabled Persons," of Chapter 37, Entitled "Taxation," of the Danville City Code to Allow for Revisions to the Real Estate Exemption and Deferral Program.

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 (0)
ABSENT: Campbell (1)

Council Member Whittle asked if this was to reduce the taxes for elderly and disabled persons, and City Manager Ken Larking stated it was increasing the income thresholds so they could qualify

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to receive the tax relief. Mr. Whittle stated at a previous meeting he wanted to put a motion on the floor to do a \$0.04 real estate tax reduction and was told to wait and do it at budget time; Mayor Jones suggested Mr. Whittle discuss this in work session.

NEW BUSINESS

CONSIDERATION OF A SPECIAL USE PERMIT APPLICATION ON PARCEL 74895 ON LITTLE CREEK ROAD

Mayor Jones opened the floor for a Public Hearing regarding a Special Use Permit on Little Creek Road. Notice of the Public Hearing was published in the *Danville Register & Bee* on April 4, 2023 and April 11, 2023. No one present desired to be heard and the Public Hearing was closed.

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

ORDINANCE NO. 2023-04.01

AN ORDINANCE GRANTING SPECIAL USE PERMIT APPLICATION PZ23-00039, FILED BY ROBBIE TERRY, REQUESTING A SPECIAL USE PERMIT TO ALLOW AN ACCESSORY BUILDING WITHOUT A PRIMARY BUILDING AT PARCEL ID 74895 (LITTLE CREEK RD) IN ACCORDANCE WITH ARTICLE 3.C. SECTION C ITEM 23.

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

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

CONSIDERATION OF AMENDING CHAPTER 41 ENTITLED “ZONING ORDINANCE” OF THE CITY OF DANVILLE TO ADD “HEAVY EQUIPMENT SALES, RENTAL, AND SERVICING (WITH SCREENED SERVICE AND STORAGE AREAS)”

Mayor Jones opened the floor for a Public Hearing regarding Amending the Zoning Ordinance. Notice of the Public Hearing was published in the *Danville Register & Bee* on April 4, 2023 and April 11, 2023. Mayor Jones recognized Krystal Milam, applicant, who noted she was there to answer any questions. No one further desired to be heard and the Public Hearing was closed.

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

ORDINANCE NO. 2023-04.02

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 3M. SECTION C, TO ADD ITEM 30 “HEAVY EQUIPMENT SALES, RENTAL, AND SERVICING (WITH SCREENED SERVICE AND STORAGE AREAS)”.

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

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

CONSIDERATION OF A SPECIAL USE PERMIT APPLICATION TO ALLOW HEAVY EQUIPMENT SALES, SERVICING, AND RENTALS AT PARCEL 77144 ON SOUTH BOSTON ROAD

Mayor Jones opened the floor for a Public Hearing regarding a Special Use Permit on South Boston Road. Notice of the Public Hearing was published in the *Danville Register & Bee* on April 4, 2023 and April 11, 2023. No one present desired to be heard and the Public Hearing was closed.

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

ORDINANCE NO. 2023-04.03

AN ORDINANCE GRANTING SPECIAL USE PERMIT APPLICATION PZ23-00035, FILED BY KRYSTAL MILAM, REQUESTING A SPECIAL USE PERMIT TO ALLOW HEAVY EQUIPMENT SALES, RENTAL AND SERVICING (WITH SCREENED SERVICE AND STORAGE AREAS) AT PARCEL ID 77144 (SOUTH BOSTON ROAD), IN ACCORDANCE WITH ARTICLE 3.M.C ITEM 30.

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

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

CONSIDERATION OF AMENDING CHAPTER 41 ENTITLED "ZONING ORDINANCE" OF THE CITY OF DANVILLE, TO AMEND ARTICLE 3.O SECTION C ITEM 8 TO INCLUDE "HEAVY EQUIPMENT RENTALS."

Mayor Jones opened the floor for a Public Hearing regarding Amending the Zoning Ordinance. Notice of the Public Hearing was published in the *Danville Register & Bee* on April 4, 2023 and April 11, 2023. No one present desired to be heard and the Public Hearing was closed.

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

ORDINANCE NO. 2023-04.04

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 3.O. SECTION C ITEM 8, TO INCLUDE HEAVY EQUIPMENT RENTAL.

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

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

CONSIDERATION OF AMENDING CHAPTER 41 ENTITLED “ZONING ORDINANCE” OF THE CITY OF DANVILLE TO ADDRESS CERTIFICATE OF OCCUPANCY AND FIRE SAFETY PLAN REQUIREMENTS

Mayor Jones opened the floor for a Public Hearing regarding Amending the Zoning Ordinance. Notice of the Public Hearing was published in the *Danville Register & Bee* on April 4, 2023 and April 11, 2023. No one present desired to be heard and the Public Hearing was closed.

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

ORDINANCE NO. 2023-04.05

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 SECTION Y, TO ADD REQUIREMENTS FOR CERTIFICATE OF OCCUPANCY AND FIRE SAFETY PLANS.

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

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

CONSIDERATION OF AMENDING CHAPTER 41 ENTITLED “ZONING ORDINANCE” OF THE CITY OF DANVILLE TO UPDATE “SHORT-TERM RENTAL, ENTIRE FURNISHED HOME” TO INCLUDE “AS PRINCIPAL USE.”

Mayor Jones opened the floor for a Public Hearing regarding Amending the Zoning Ordinance. Notice of the Public Hearing was published in the *Danville Register & Bee* on April 4, 2023 and April 11, 2023. No one present desired to be heard and the Public Hearing was closed.

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

ORDINANCE NO. 2023-04.06

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 3.A SECTION C, ARTICLE 3.B SECTION C, ARTICLE 3.C SECTION C, ARTICLE 3.D SECTION C, ARTICLE 3.E SECTION C, ARTICLE 3.F SECTION C, ARTICLE 3.G SECTION C, ARTICLE 3.I SECTION B, ARTICLE 3.J SECTION B, ARTICLE 3.K SECTION B, ARTICLE 3.L SECTION B TO AMEND “SHORT-TERM RENTAL, ENTIRE FURNISHED HOME” TO REMOVE “ENTIRE FURNISHED HOME” AND TO INCLUDE “AS PRINCIPAL USE”.

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

Council Member Whittle stated if someone was in the rental district, but part of a rental program, they had to identify as a rental property; Ms. Burton noted that was correct. Any properties that were located within the rental districts must complete a survey with the City's inspections department to state that they were a rental property versus an owner occupied property; that was part of the regulations for inspections. Mr. Whittle stated, for instance, he had four or five houses with housing and redevelopment, they don't have to have inspections on those, and then have several on the same street that have to go through the City's inspection program, how does that change. Ms. Burton explained the difference was going to be with the housing authority and their operations; they can perform their own separate inspections. That was a collaboration between the inspections division with the City and the housing authority.

Mr. Whittle stated it was said that he had to identify the other properties or other folks have to identify their properties as rental versus home ownership and Ms. Burton noted only if they were in one of the city's rental inspection districts; that was part of the city's inspection program. They will identify as a rental property, then the building inspectors will come out, verify that status and then inspect the property for quality to ensure they meet the standards for a certificate of occupancy. Mr. Whittle stated he already does that and Mr. Larking noted Mr. Whittle may be thinking there was a separate program for those who own property they rent to people that were receiving assistance from the housing authority. The housing authority has its own process and that was regardless of whether they were in a rental inspection district or not; it was just a matter of if they were participating in that program.

Mr. Larking explained that Danville has a number of rental inspection districts within the city; they have been adopted by Council, with their own rules and regulations, and the City's inspections department goes in on a periodic basis to make sure everything was up to code and safe for the occupants. Mr. Whittle stated on top of the inspections, he had to have another inspection, and Mr. Larking noted if he was in a rental inspection district, he would be subject to both the City's and the housing authority if the occupant was taking advantage of the housing authority program. Mr. Whittle stated he already does it with the housing authority, and if it was not with the housing authority, he does it with the City and pays the fee to have the property inspected. The issue was why do they have to identify somebody's property and subject it to more taxes unless they were going to reduce the real estate taxes. Mr. Larking explained they have identified certain areas of the City that were heavily rental; there have been issues in certain parts of the City with blight and as part of the blight remediation program, the city has rental inspection districts that have been implemented through City Council. The whole purpose was to make sure the properties were safe for people who live there; most comply with the requirements.

Mr. Larking noted this item did not have anything to do with the rental inspection district, but with Airbnb. Ms. Burton explained Council was voting on the item listed as Short-Term Rental Entire Furnished Home; they were specifically looking at a code amendment to clarify that it means short-term rental entire home, to differentiate between Code Section Article 2 that states it as an accessory use. An accessory use means you have a primary dwelling that was owner occupied and then you have a separate unit that was rented as a short-term rental. This particular code amendment only addresses those that were an entire house as the primary use as a short-term rental, meaning the owner occupancy was not on the same parcel as the short-term rental. Mr. Larking stated that a short-term rental was like an Air BnB or someone using Vrbo to rent a place to stay, which was what was being discussed. Ms. Burton explained a short-term rental was identified as greater than 18 hours and less than 30 days. Therefore, it would not affect someone who was renting long term as their primary dwelling, it was simply a short term use.

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

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

CONSIDERATION OF AMENDING CHAPTER 41 ENTITLED “ZONING ORDINANCE” OF THE CITY OF DANVILLE TO AMEND ARTICLE 3.G SECTION F ITEM 2 TO INCLUDE “INSTITUTIONAL USES”

Mayor Jones opened the floor for a Public Hearing regarding Amending the Zoning Ordinance. Notice of the Public Hearing was published in the *Danville Register & Bee* on April 4, 2023 and April 11, 2023. No one present desired to be heard and the Public Hearing was closed.

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

ORDINANCE NO. 2023-04.07

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 3.G. SECTION F ITEM 2, TO INCLUDE INSTITUTIONAL USES.

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

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

CONSIDERATION OF AMENDING CHAPTER 41 ENTITLED “ZONING ORDINANCE” OF THE CITY OF DANVILLE TO AMEND ARTICLE 15 SECTION B TO AMEND THE DEFINITION OF “PRINCIPAL BUILDING”

Mayor Jones opened the floor for a Public Hearing regarding Amending the Zoning Ordinance. Notice of the Public Hearing was published in the *Danville Register & Bee* on April 4, 2023 and April 11, 2023. No one present desired to be heard and the Public Hearing was closed.

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

ORDINANCE NO. 2023-04.08

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 15. SECTION B, TO AMEND THE DEFINITION OF PRINCIPAL BUILDING.

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

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

CONSIDERATION OF THE RELEASE OF UNUSED GAS EASEMENTS ON SOUTH BOSTON ROAD AND KENTUCK ROAD

Mayor Jones opened the floor for a Public Hearing regarding Release of Gas Easements. Notice of the Public Hearing was published in the *Danville Register & Bee* on March 27, 2023 and April 3, 2023. 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. 2023-04.01

A RESOLUTION AUTHORIZING THE ABANDONMENT OF AN UNUSED CITY UTILITY EASEMENT ACROSS CITY PARCELS #76416, #76417 AND #78091 IN ORDER TO FACILITATE DEVELOPMENT UPON THE SAME PROPERTY.

The Motion was **seconded** by Council Member Mayo and carried 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 REPEALING AND REORDAINING CHAPTER 16 AND SECTION 23-3 OF THE CITY CODE TO ALLOW FOR CASINO GAMBLING IN THE C-E CASINO ENTERTAINMENT DISTRICT AND TO ALLOW FOR THE SALE OF BEER AND WINE IN A LICENSED CASINO GAMING ESTABLISHMENT

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

ORDINANCE NO. 2023-04.09

AN ORDINANCE REPEALING AND REORDAINING IN ITS ENTIRETY CHAPTER 16, ENTITLED GAMBLING, OF THE CODE OF THE CITY OF DANVILLE, VIRGINIA, 1986, AS AMENDED AND REPEALING AND REORDAINING SECTION 23-3 ENTITLED "SALE OF BEER AND WINE BETWEEN MIDNIGHT SATURDAY AND 6:00 A.M. SUNDAY" OF CHAPTER 23, ENTITLED OFFENSES MISCELLANEOUS, OF THE CODE OF THE CITY OF DANVILLE, VIRGINIA 1986 AS AMENDED.

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

Dr. Miller asked for clarification on what would happen after 6:00 am on Sunday morning, and Mr. Whitfield stated this does not limit alcohol sales in a casino district; it can be sold 24 hours a day, seven days a week. It would only be cut off if that was what the casino wanted. Mr. Larking explained the current code has the limitation now, so Council was eliminating it for casino district

April 4, 2023

sales. Mr. Vogler stated that in the future he would like to have a conversation in a work session about applying these rules to other businesses as well. If they were going to have it in one part of the City then Council should at least discuss it for other businesses; Vice Mayor Miller noted his agreement.

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

VOTE: 7-1-1
AYE: Hood, Jones, Mayo, Miller,
Saunders, Vogler, and Buckner (7)
NAY: Whittle (1)
ABSENT: Campbell (1)

COMMUNICATIONS FROM VISITORS

Mayor Jones recognized Mr. Dale McCray. Mr. McCray spoke to Council regarding collective bargaining, commended Council and the City Manager for the budget and bringing employee pay to market value. He suggested that the market study results be made public, and looked forward to working with Council on collective bargaining.

Council Member Saunders asked the City Manager and the City Attorney with regard to the 1100 employees in the City, how many grievances did they get in a year, and Mr. Whitfield stated he believed it would be less than ten. Mr. Larking stated that it was a lot less than that; if they get one a year that was about normal, but they have not had many. Mr. Saunders stated that he understood collective bargaining and the need for people to be able to form organizations to protect them when protection was needed. He understood that if they had one to ten a year and no major complaints, why would they want to have collective bargaining. Mr. Saunders noted he was trying to find a reason to support it, but cannot find one. Mayor Jones thanked Council Member Saunders for stating that because this Council has proven over the last couple of months as forementioned, and it was proven tonight, that their employees were their top priority.

COMMUNICATIONS

City Manager Ken Larking expressed his condolences to the family of Bishop Campbell, stating he had the pleasure of getting to know him over the years that he has been here, had a few meetings with him, and he was always a great person to talk to. It was a great honor for him to have those brief conversations over the years, to know about his history and what he brought to the City. This was a big loss for Danville, and he wanted to express his condolences to his family and to their colleague on Council, Larry Campbell.

Deputy City Manager Earl Reynolds expressed his condolences to Council Member Campbell and his family. Bishop Campbell was larger than life; he knew the Bishop, had opportunities to meet with him and get guidance from him even before coming to Danville as an employee. When he was with the City of Martinsville, as well as the Planning District Commission, he was always a "go to" person for information, guidance, and direction. That will certainly be sorely missed. His legacy was one that speaks for itself. Mr. Reynolds stated he was blessed to have known someone of his caliber and his reach. This community was certainly a better place because of the things he was able to do here, his family, and certainly the sacrifices that were made on behalf of the community.

City Attorney Clarke Whitfield also expressed his condolences to the Campbell family, his friends, and members of his church; he had been their spiritual leader for a very long time. Mr. Whitfield

April 4, 2023

stated the River District received a major award last week in Boston, Massachusetts. There were a lot of people who worked to make that happen but as he watched it a name came to mind, Deputy City Manager Lyle Lacy. He came up with the wildest, out of the box idea on how to get revitalization in downtown Danville and that was where all of this started.

Council Member Hood noted the community Easter event this Saturday at Johnson School was being presented by the community. It was open to the public and there will be some awesome things for the youth there. Mr. Hood recognized the Parks and Recreation youth basketball team, seven year olds, the Panthers who went 10-0 this season. It was good to watch kids at that age collaborate and understand how to work together as a team. He wanted to humbly thank the Campbell family for allowing them to have Bishop Campbell here for the time that they did. Being iconic for the City was an understatement, seeing the work, diligence, and sacrifice that he and his family provided. The City had someone that stood and fought for the injustice that he fought for, and he wanted to give a special prayer out to the entire Bibleway family.

Council Member Mayo expressed his condolences to the Campbell family stating they lost an icon; the legacy that he held, and leaves was iconic. Mr. Mayo noted he remembered bits and pieces growing up when his mother would talk about him fighting for so many. He gave a remarkable story of history and how he fought for opportunities for the citizens in the African American community, hearing about his generosity and his giving, and being at Bibleway for over 60 years. Mr. Mayo asked citizens to keep the Danville school system and children in prayer after learning about what has happened. Also, congratulations to the fire department for the recognition that they received.

Vice Mayor Miller expressed his condolences to the Campbell family. Bishop Campbell inspired so many people of all races and made this community better for all. Congratulations to the fire department on their award. Dr. Miller noted he first met Shelby Irving back when the fire department was on Bridge Street, and her office was the most cluttered office in the building. She said that was why a new fire station was needed. A patient of his saw an Old West End newsletter in Florida and thought Danville looked like a nice place, so he bought two homes in the Old West End; he was living in one and fixing the other up. Virgil Stone was a little league baseball coach and had stated how little league baseball was the highlight of the summer. Somehow those youth programs have slipped away, and Dr. Miller noted they needed to get them brought back.

Council Member Saunders expressed his condolences to the Campbell family and the Bibleway church family. He personally met Bishop Campbell in 1963 and marched with him when he brought Dr. King to Danville. The man was absolutely amazing; he has done so much for so many people and did not ask for anything in return. Mr. Saunders noted when he was Mayor, he was very pleased to have presented him with the key to the City. They all heard about the recent school situation, and pray for the family and for the children. Mr. Saunders stated he would like to thank all the doctors and nurses at SOVAH health; they were doing an excellent job even being short staffed, and thanked Attorney Steven Gould for all he does in the community. Mr. Saunders asked him to have his new partner stand up introduce herself; Melony Kendrick introduced herself to Council and was welcomed to Danville. Mr. Saunders noted they were blessed to have an excellent City Manager, Deputy City Manager, and excellent city staff. They were all working for the same thing, progress, and for the good of everyone.

Council Member Vogler mentioned that on April 4, citizens always recognize the passing of one icon Dr. King and tonight they celebrate the life of their own icon Bishop Campbell. Mr. Vogler noted he was thinking about his friend and colleague Council Member Campbell and his family during this time. Mr. Vogler noted his agreement with Dr. Miller about bringing youth sports back

April 4, 2023

to Danville; Council was a great supporter of it. Mr. Vogler noted he had a very special guest here with him this evening, his daughter Ava was here; this was actually her fifth birthday, and asked to let Ava come to the podium so that they can sing Happy Birthday to her.

Council Member Whittle expressed his condolences to the Campbell family, noting he met with Bishop Campbell a few times. He was an extremely smart man and to hear the people around him speaking of his accomplishments was amazing. He knew that Larry was going through a lot since he also lost his wife last year. Mr. Whittle noted his congratulations to Richie Guill and Shelby Irving and stated Council speaks about regional cooperation, and wanted to let everyone know his brother was running for a seat on the county board.

Council Member Buckner expressed his condolences to the Campbell family. He was a civil rights champion, icon, Danville hero, and southside hero. He was honored to have been on the Transportation Advisory Committee when they put Bishop Campbell's photo on the side of one of the City's buses. Mr. Buckner noted they were praying for Council Member Campbell. Congratulations to the RDA for receiving the Great American Main Street Award in one of the greatest cities in America. Mr. Buckner asked citizens to continue their prayers for DPS students; they are having some really tough conversations and going through a tough time right now. Mr. Buckner noted he traveled to Norfolk to watch Britain Hart compete and was happy to report that she defended her title and brought it back to Virginia. She was the first lady ever to reach ten fights in that sport since the sport has been around and she did it right here in Virginia.

Mayor Jones stated one of the toughest things that people have to go through in life was the loss of a loved one. Tonight, hearing the sentiments and the accolades, he was thinking about Mother Campbell, Allethia, Larry, Philip, Angela, Hope, and the grandchildren and great grandchildren. It was one of the toughest things he has had to go through since December. In December Council was hearing the same thing about another great mentor of theirs, Charles Harris, and three months later they were here talking about Bishop Campbell. To hear white men and black men, white women and black women talk about the legacy of Bishop Campbell as an icon. A man that poured his life experiences into everyone. He counseled and listened to so many people and the issues they needed help with. Mayor Jones noted he could not imagine what the family was going through. To Council and to all citizens in this community, on April 14 and April 15 there will be a homegoing service for this giant. There will be people coming from around the world for this service because that was how many people he impacted. Mayor Jones encouraged citizens to continue to keep the family in their thoughts and prayers. To his brothers and sisters at Bibleway know that they were here for them and were praying for them.

Meeting adjourned at 8:37pm.

MAYOR

ATTEST:

CITY CLERK

Council Letter City of Danville, Virginia



CL - 427

CONSENT AGENDA B.

City Council REGULAR MEETING

Meeting Date: May 2, 2023

Subject: Consideration of Amending the Fiscal Year 2023 Budget Appropriation Ordinance.

From: Renee Burton, Division Director of Planning

COUNCIL ACTION

An Ordinance Amending the Fiscal Year 2023 Budget Appropriation Ordinance to Provide for a Grant from the Danville Regional Foundation in the Amount of \$200,000 and No Local Match for a Total Grant in the Amount of \$200,000 and Appropriating the Same.

FINAL ADOPTION

SUMMARY

Consideration of Amending the Fiscal Year 2023 Budget Appropriation Ordinance for an Appropriation of the Danville Regional Foundation Grant Agreement.

BACKGROUND

Funds have been awarded by the Danville Regional Foundation in the amount of \$200,000 to the Department of Community Development. The funds will be used to implement a robust community engagement plan within the larger comprehensive planning process. The last revenue payment is expected on or before April 2024.

Our community-centered engagement process, PLAN Danville, intentionally realizes Danville's future dreams, ideas and priorities from a diverse array of viewpoints. This grant will fund the development of a central information storefront at 206 N Union Street, the engagement of six (6) Community Ambassadors and multiple community events.

RECOMMENDATION

It is recommended that City Council approve the attached Ordinance Amending the Fiscal Year 2023 Budget Appropriation by increasing revenue to anticipate the receipt of the grant funds from the Danville Regional Foundation.

Attachments

1. Ordinance
 2. DRF Award Notice
-

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2023-____.____

AN ORDINANCE AMENDING THE FISCAL YEAR 2023 BUDGET APPROPRIATION ORDINANCE TO PROVIDE FOR A GRANT FROM THE DANVILLE REGIONAL FOUNDATION IN THE AMOUNT OF \$200,000 AND NO LOCAL MATCH FOR A TOTAL GRANT IN THE AMOUNT OF \$200,000 AND APPROPRIATING THE SAME.

WHEREAS, the City of Danville has received a grant from the Danville Regional Foundation to fund a Community Engagement Plan within our Comprehensive Planning Project; and

WHEREAS, there is no local share,

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Danville, Virginia that the Fiscal Year 2023 Budget Appropriation Ordinance be, and it is hereby, amended by increasing revenues from the Danville Regional Foundation, in the amount of \$200,000 and no local share for an aggregate amount of \$200,000 for the purpose of a Community Engagement Plan within our Comprehensive Planning Project such funds to be appropriated in the Special Grant Fund as follows:

ANTICIPATED REVENUES

<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
Comprehensive Plan Project Private Gifts/Donations	61843000-43640	<u>\$ 200,000</u>

ANTICIPATED EXPENDITURES

<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
Comprehensive Plan Project	61843999-50	<u>\$ 200,000</u>

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

Approved:

Mayor

Attest:

City Clerk

Approved as to
Form and Legal Sufficiency

City Attorney



Wednesday, March 1, 2023

Ken Larking, City Manager
City of Danville
427 Patton St.
Danville, VA 24541

Dear Ken,

It's my privilege to pass along good news to you in this letter. At its most recent meeting, the Board of Directors of the Danville Regional Foundation voted to approve your grant request. Specifically, they voted to approve funding the Community Engagement portion of the City's Comprehensive Planning process in the amount of \$200,000.

In the next couple weeks, I'll be sending you some paperwork to begin the contractual process and to make sure that we can get you the granted funds in a timely, efficient manner.

Please let me know if you have any questions and, again, congratulations.

Sincerely,

A handwritten signature in black ink, appearing to read "Joshua D. Hearne", written in a cursive style.

Joshua D. Hearne
Senior Program Officer

Council Letter City of Danville, Virginia



CL - 428

CONSENT AGENDA C.

City Council REGULAR MEETING

Meeting Date: May 2, 2023

Subject: Consideration of Amending the Fiscal Year 2023 Budget Appropriation Ordinance.

From: Renee Burton, Division Director of Planning

COUNCIL ACTION

An Ordinance Amending the Fiscal Year 2023 Budget Appropriation Ordinance to Provide for a Grant from the Department of Conservation and Recreation in the Amount of \$331,740 and Local Match in the Amount of \$36,860 for a Total Grant in the Amount of \$368,600 and Appropriating the Same.

FINAL ADOPTION

SUMMARY

Consideration of Amending the Fiscal Year 2023 Budget Appropriation Ordinance for Appropriation of the Community Flood Preparedness Fund (CFPF) Agreement.

BACKGROUND

The City has received notification from the Department of Conservation and Recreation that the Department of Community Development has been approved to receive funding from the Community Flood Preparedness Fund, CY2022 Round Grant 3, in the amount of \$331,740.00, with a local match of \$36,860.00.

The total project of \$368,600.00 will include development of a flood resilience plan, FEMA and disaster response training for staff, updates to data tracking and permitting software, 2 flood proofing studies and the creation of a flood insurance seed fund.

RECOMMENDATION

It is recommended that City Council approve the attached Ordinance Amending the Fiscal Year 2023 Budget Appropriation by increasing revenue to anticipate the receipt of the grant funds from the Community Flood Preparedness Fund.

Attachments

1. Ordinance
 2. Award Letter
-

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2023-____.____

AN ORDINANCE AMENDING THE FISCAL YEAR 2023 BUDGET APPROPRIATION ORDINANCE TO PROVIDE FOR A GRANT FROM THE DEPARTMENT OF CONSERVATION AND RECREATION IN THE AMOUNT OF \$331,740 AND LOCAL MATCH IN THE AMOUNT OF \$36,860 FOR A TOTAL GRANT IN THE AMOUNT OF \$368,600 AND APPROPRIATING THE SAME.

WHEREAS, the City of Danville has received a grant from the Commonwealth of Virginia, Department of Conservation and Recreation to fund a Resilience planning application; and

WHEREAS, the local share is to be transferred from Undesignated Special Revenue Fund;

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Danville, Virginia, that the Fiscal Year 2023 Budget Appropriation Ordinance be, and it is hereby, amended by increasing revenues from the Commonwealth of Virginia, Department of Conservation and Recreation, in the amount of \$331,740 and the local share of \$36,860 for an aggregate amount of \$368,600 for the purpose of an Resilience planning application such funds to be appropriated in the Special Revenue Fund as follows:

ANTICIPATED REVENUES

<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
Community Flood Preparedness Fund (CFPF)		
Categorical Aid - State	61837000-45840	\$ 331,740
Local Share		
Transfer in from General Fund	61837000-6101	<u>36,860</u>
	Total	<u>\$ 368,600</u>

ANTICIPATED EXPENDITURES

<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
Community Flood Preparedness Fund (CFPF)		
	61837999-50	<u>\$ 368,600</u>

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

<u>TRANSFER FROM</u>		
<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
Undesignated Special Revenue Fund Transfer In from General Fund	60098000-6101	\$ (36,860)
	Total	<u>\$ (36,860)</u>
Undesignated Special Revenue Fund Unallocated Fund	60098000-6999	\$ (36,860)
	Total	<u>\$ (36,860)</u>

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

APPROVED:

Mayor

ATTEST:

City Clerk

Approved as to
Form and Legal Sufficiency:

City Attorney



COMMONWEALTH of VIRGINIA
DEPARTMENT OF CONSERVATION AND RECREATION

December 30, 2022

Ken Larking, City Manager
427 Patton Street
Danville, VA 24541
klarking@danvilleva.gov

Re: **Community Flood Preparedness Fund (CFPF)**

CY2022 Round 3 Grant Application: Grant Number: CFPF-22-03-45-S
Application Category: LI - Planning and Capacity Building - Low Income Geographic
Community Name: DANVILLE, CITY OF, CID: 510044
Primary Contact: Doug Plachcinski Planning Director & Zoning Administrator
Primary Contact Email Address: plachhd@danvilleva.gov
Total Approved Project/Activity Cost: \$1,421,100.00
Grant Amount Requested: \$1,278,990.00
Match Required: \$142,110.00

Dear Ken Larking:

This letter is to advise you that the Department of Conservation and Recreation (DCR) received your request to fund a Resilience planning and staffing application. If the application category listed above is different from the initial application, a change was necessary based on DCR's assessment of the project or activity. A change in application category may have resulted in the recalculation in the CFPF and match percentages represented above.

DCR, in consultation with the Secretary of Natural and Historic Resources and the Special Assistant to the Governor for Coastal Adaptation and Protection, has reviewed your application and your request for funding is approved. The total approved funding is as follows:

- Total Project Cost \$368,600.00
- CFPF Amount \$331,740.00
- Match Amount \$36,860.00

In the coming weeks, you will receive an award package and grant agreement from Virginia Resources Authority (VRA) that will include an Award Letter detailing any changes in award amounts and conditions related to the award. Grant specific conditions, if any, will be identified in the final grant agreement.

Your Grant Agreement will include all requirements related to this award including information on how to receive reimbursement, submit reports, and requirements for final deliverables for completed projects or activities. This package must be signed and returned to VRA within 90 days of receipt or funds will be rescinded.

Should you have any questions, please feel free to contact me at (804) 786-5099 or Wendy.Howard-Cooper@dcr.virginia.gov.

Sincerely,

A handwritten signature in blue ink that reads "Wendy Howard Cooper". The signature is fluid and cursive, with the first name "Wendy" being the most prominent.

Wendy Howard Cooper
Director, Dam Safety and Floodplain Management

cc: Darryl M. Glover, Deputy Director, DCR
Tony Leone, Program Manager, VRA
Angela Davis, Flood Program Planner, DCR

Council Letter

City of Danville, Virginia



CL - 460

NEW BUSINESS A.

City Council REGULAR MEETING

Meeting Date: May 2, 2023

Subject: Consideration of a Request to Rezone 125 Dewey Place (Parcel 59049) from HR-C Highway Retail Commercial to OT-R Old Town Residential.

From: Renee Burton, Division Director of Planning

COUNCIL ACTION

1. Public Hearing
2. An Ordinance Rezoning 125 Dewey Place from HR-C, Highway Retail Commercial to OT-R, Old Town Residential.

SUMMARY

Rezoning Application PZ23-00073 was filed by SRE LLC requesting to rezone 125 Dewey Place (Parcel 59049) from HR-C Highway Retail Commercial to OT-R Old Town Residential.

BACKGROUND

The subject property was zoned HR-C, Highway Retail Commercial during the adoption of the current zoning ordinance in 2004. The applicant, SRE, LLC is attempting to sell 125 Dewey Place and has a buyer for the home. There are lender complications for the prospective buyer to obtain a residential loan for a property zoned commercially. They are requesting a rezoning to alleviate the issue.

The residential structure on the subject property was built in 1950. Properties on the east side of Dewey Place are zoned HR-C, Highway Retail Commercial and the properties on the west side are zoned OT-R, Old Town Residential. 125 Dewey Place is the only residential use on the west side of Dewey Place. The 2030 Comprehensive Plan identifies this area as residential.

Forty-two (42) notices were sent to surrounding property owners within three hundred feet of the subject property. Nine (9) unopposed responses were received.

On April 11, 2023, the City Planning Commission voted 6-0 to recommend approval of Rezoning Request PZ23-00073 to rezone 125 Dewey Place from HR-C, Highway Retail Commercial to OT-R, Old Town Residential.

RECOMMENDATION

It is recommended that City Council adopt an Ordinance granting a Rezoning Request from HR-C, Highway Retail Commercial to OT-R, Old Town Residential at 125 Dewey Place.

Attachments

1. Ordinance
 2. Planning Back Up
-

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2023 _____._____

AN ORDINANCE REZONING 125 DEWEY PLACE FROM HR-C,
HIGHWAY RETIAL COMMERICAL TO OT-R, OLD TOWN RESIDENTIAL.

WHEREAS, in accordance with the Code of the City of Danville, Virginia,
1986, as amended, PZ23-00075 filed by SRE, LLC, has requested to rezone from the HR-
C, Highway Retail Commercial to OT-R, Old Town Residential, 125 Dewey Place, of the
City of Danville, Virginia Zoning District Map.

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 PZ23-00075, filed by SRE, LLC, requesting to rezone from the HR-
C, Highway Retail Commercial to OT-R, Old Town Residential, 125 Dewey Place, of the
City of Danville, Virginia Zoning District Map, is hereby received; and

BE IT FURTHER ORDAINED that in consideration of said report and the
public hearing this day held by Council, Rezoning Application PZ23-00075, filed SRE,
LLC, requesting to rezone from the HR-C, Highway Retail Commercial to OT-R, Old Town
Residential, 125 Dewey Place, of the City of Danville, Virginia Zoning District Map, is
hereby approved; and

BE IT FINALLY ORDAINED that 125 Dewey Place, of the City of Danville,
Virginia Zoning District Map are hereby amended to reflect the same.

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

MEMORANDUM

DATE: APRIL 11, 2023
TO: CITY COUNCIL
FROM: CITY PLANNING COMMISSION
RE: REZONING APPLICATION PZ23-00073

REQUEST

Rezoning Application PZ23-00073 filed by SRE LLC requesting to rezone 125 Dewey Place from HR-C, Highway Retail Commercial to OT-R, Old Town Residential.

RECOMMENDATION

The Planning Commission, at their April 11, 2023, meeting, voted 6 - 0 to recommend approval of Rezoning Request PZ23-00073 as submitted.

Mr. Steve Petrick, Chair



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

City Planning Commission

STAFF REPORT

DATE: April 11, 2023
TO: Planning Commission
FROM: Renee Burton, Planning Division Director
RE: REZONING APPLICATION – 125 DEWEY PLACE

Rezoning Application PZ23-00073 filed by SRE LLC requesting to rezone 125 Dewey Place (Parcel 59049) from HR-C Highway Retail Commercial to OT-R Old Town Residential.

BACKGROUND

The subject property was zoned HR-C, Highway Retail Commercial at the adoption of the current zoning ordinance in 2004. The applicant, SRE, LLC is attempting to sell and has a buyer for the home. There are lender complications for the prospective buyer to obtain a residential loan for a property zoned commercially. They are requesting a rezoning to alleviate the issue.

STAFF ANALYSIS AND RECOMMENDATION

The residential structure on the subject property was built in 1950. Properties on the east side of Dewey Place are zoned HR-C, Highway Retail Commercial and the properties on the west side are zoned OT-R, Old Town Residential. 125 Dewey Place is the only residential use on the west side of Dewey Place. The 2030 Comprehensive Plan identifies this area as residential.

The Planning Division recommends that the Planning Commission approve Rezoning Application PZ23-00073 for City Council approval. A rezoning from HR-C to OT-R is consistent with the 2030 Comprehensive Plan and the character of the neighborhood.

CITY PLANNING COMMISSION ALTERNATIVE ACTIONS

- Recommend continuation to a future meeting.
- Recommend approval as submitted.
- Recommend approval with conditions determined by the Planning Commission.
- Recommend denial.

ATTACHMENTS

- ✓ Application
- ✓ Zoning Map
- ✓ Property Ownership Map
- ✓ Future Land Use Map



City of Danville
Community Development
Planning Division

CITY PLANNING COMMISSION

REZONING APPLICATION

1. An application for rezoning 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. The application shall include the following information:
 - a. A description of the proposed use and, where applicable, the hours of operation and the proposed number of employees/patrons.
 - b. 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.
 - c. 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.
 7. A preliminary site plan in accordance with the Site Plan Regulations.

PLANNING DIVISION PROVIDED INFORMATION

Application #: P223-00073 PC Meeting Date: 4/11/23
Date Received: 3/14/23 Received By: Williss
Parcel ID: 59049 Zoning District: HR-C
Existing Zoning: HR-C Proposed Zoning: DT-R

APPLICANT PROVIDED INFORMATION

Exact legal description of property (Attach if insufficient space).

Property Address: 125 Dowey Place Gross Area/Net Area: 1 acre

Property Location: N ☒ S ☐ E ☐ W ☐ Side of: _____

Between: 86 g Danview Drive and _____

Proffered Conditions (if any, please attach): _____

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

Name: SRE LLC Telephone: 434.251-6870

Mailing Address: P.O. Box 3588 Danville VA 24543

Email Address: 0156870@yahoo.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: _____

Applicant Signature date

 2-27-23
Property Owner Signature date
(if not applicant)

Sutherland Real Estate
P.O. Box 3588
Danville, VA 24543
Avs6870@yahoo.com
434-251-6870

February 28, 2023

City Planning Commission
427 Patton Street
Danville, VA 24541

Rezoning of 125 Dewey Place, Parcel ID: 59049

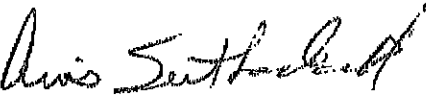
This home has been beautifully remodeled. It has 4 bedrooms, 2 baths, an office, a den in the basement and a lovely kitchen with granite and stainless.

We have a buyer for the home. Mr. & Mrs. Rhodes are moving here from New York. Because the house is zoned HRC, the lender will not issue a residential home loan. We need the property to be converted to OTR.

We have attached the surrounding properties tax cards so you can see the other homes are OTR and there are 3 commercial properties, Dan View restaurant, Danville Pittsylvania Community Services/Mental Retardation Day Service Center, and Steve Padgett Honda that faces Riverside Drive.

Please call if you have any questions.

Sincerely,


Avis Sutherland
President of SRE, LLC

REZONING DATA SHEET PZ23-00073

PUBLIC HEARING DATE: APRIL 11, 2023
PLANNING COMMISSION AT 3:00 PM

LOCATION OF PROPERTY: 125 DEWEY PLACE (PARCEL ID 59049)

PRESENT ZONE: HR-C HIGHWAY RETAIL COMMERCIAL

PROPOSED ZONE: OT-R OLD TOWN RESIDENTIAL

ACTION REQUESTED: REZONING FROM HR-C HIGHWAY RETAIL COMMERCIAL TO OT-R
OLD TOWN RESIDENTIAL

PRESENT USE OF PROPERTY: RESIDENTIAL

PROPOSED USE OF PROPERTY: NO CHANGE

FUTURE LAND USE DESIGNATION: REGIONAL COMMERCIAL

PROPERTY OWNER (S): SRE LLC

NAME OF APPLICANT (S): SRE LLC

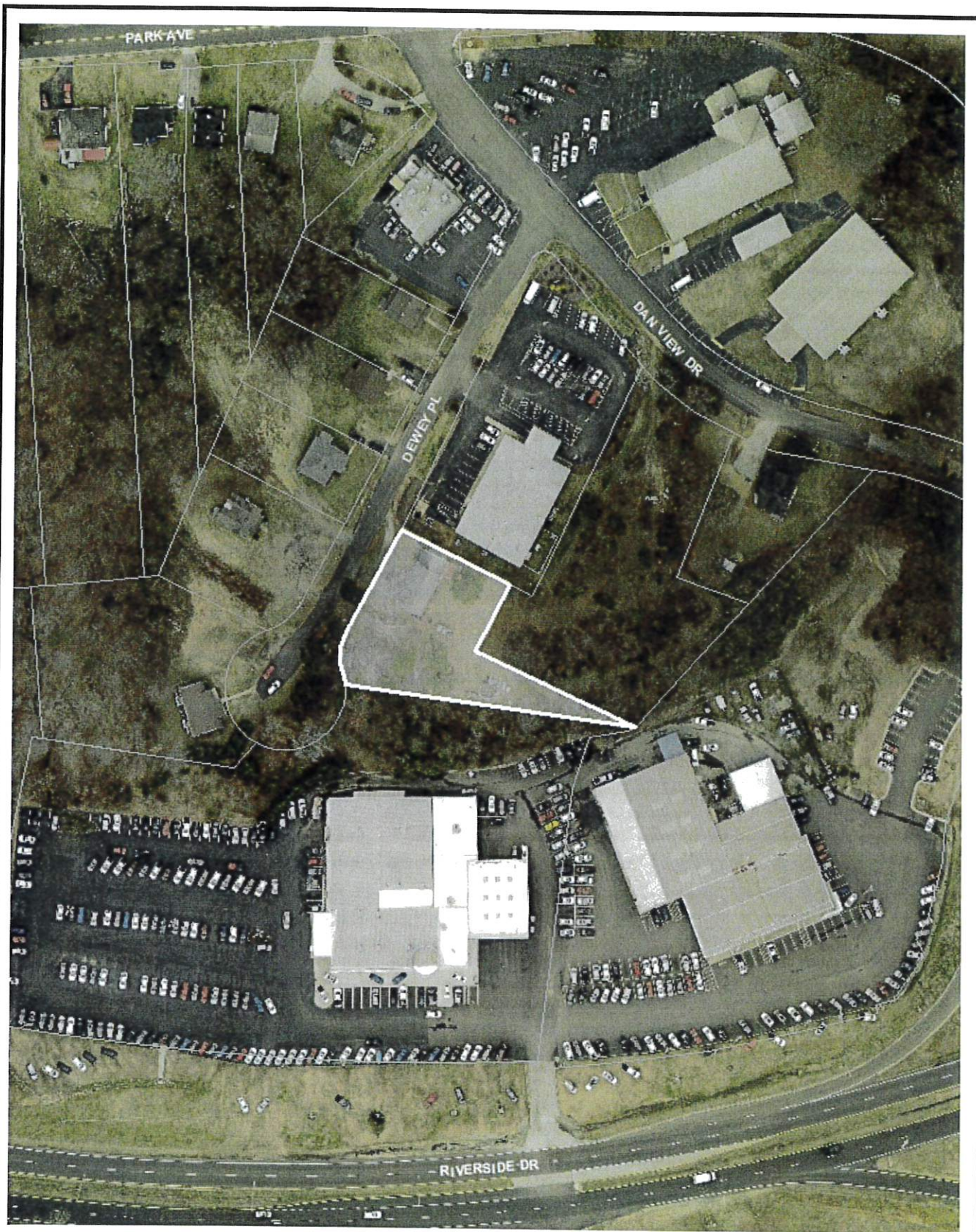
PROPERTY BORDERED BY: RESIDENTIAL TO THE WEST AND COMMERCIAL TO THE
NORTH, SOUTH, AND EAST

ACREAGE: 1.01 ACRES TOTAL

CHARACTER OF VICINITY: RESIDENTIAL

INGRESS AND EGRESS: DEWEY PLACE

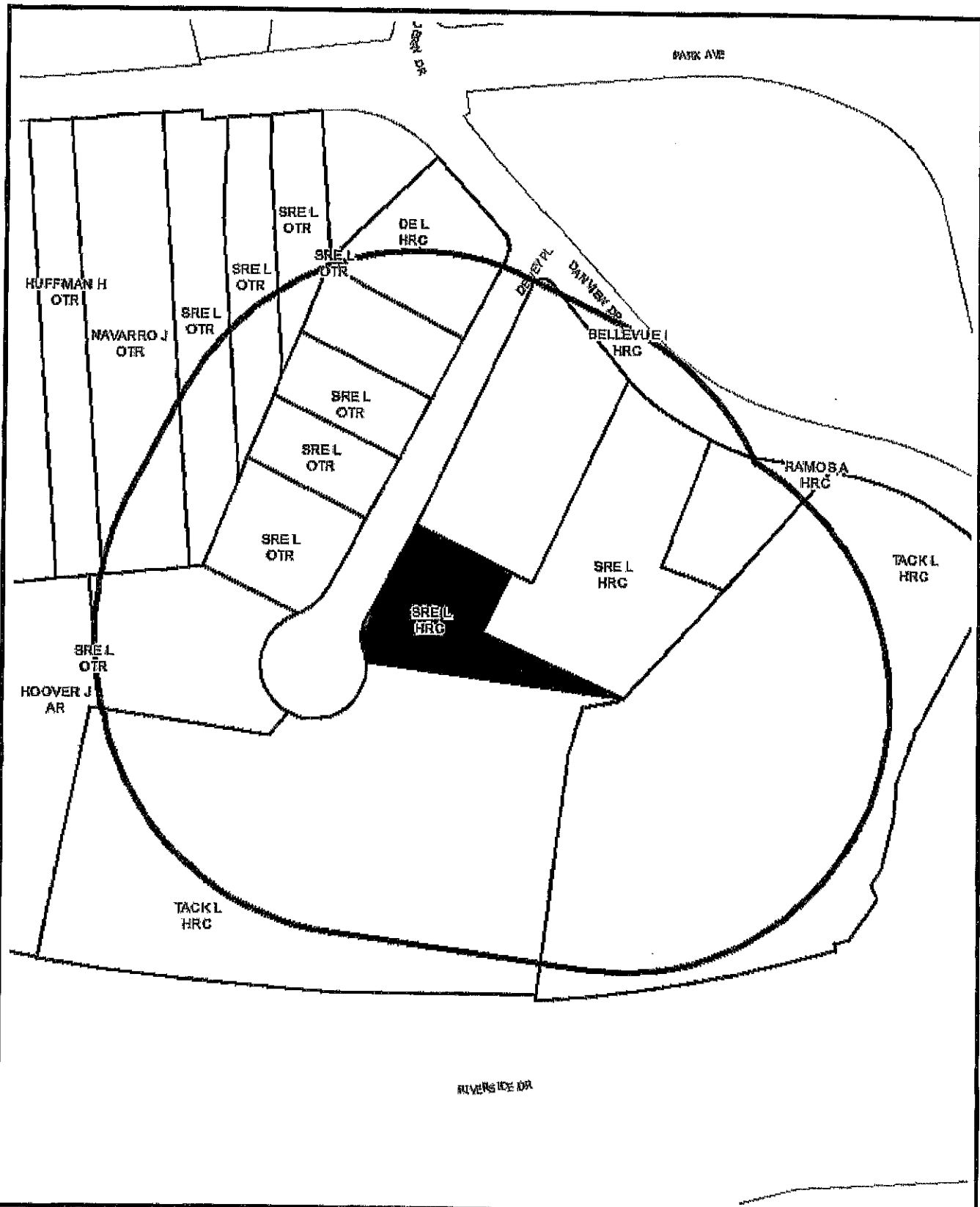
TRAFFIC VOLUME: LOW



2019 AERIAL VIEW OF AREA SURROUNDING SUBJECT PROPERTY

Prepared by:
Planning Division
3/16/2023

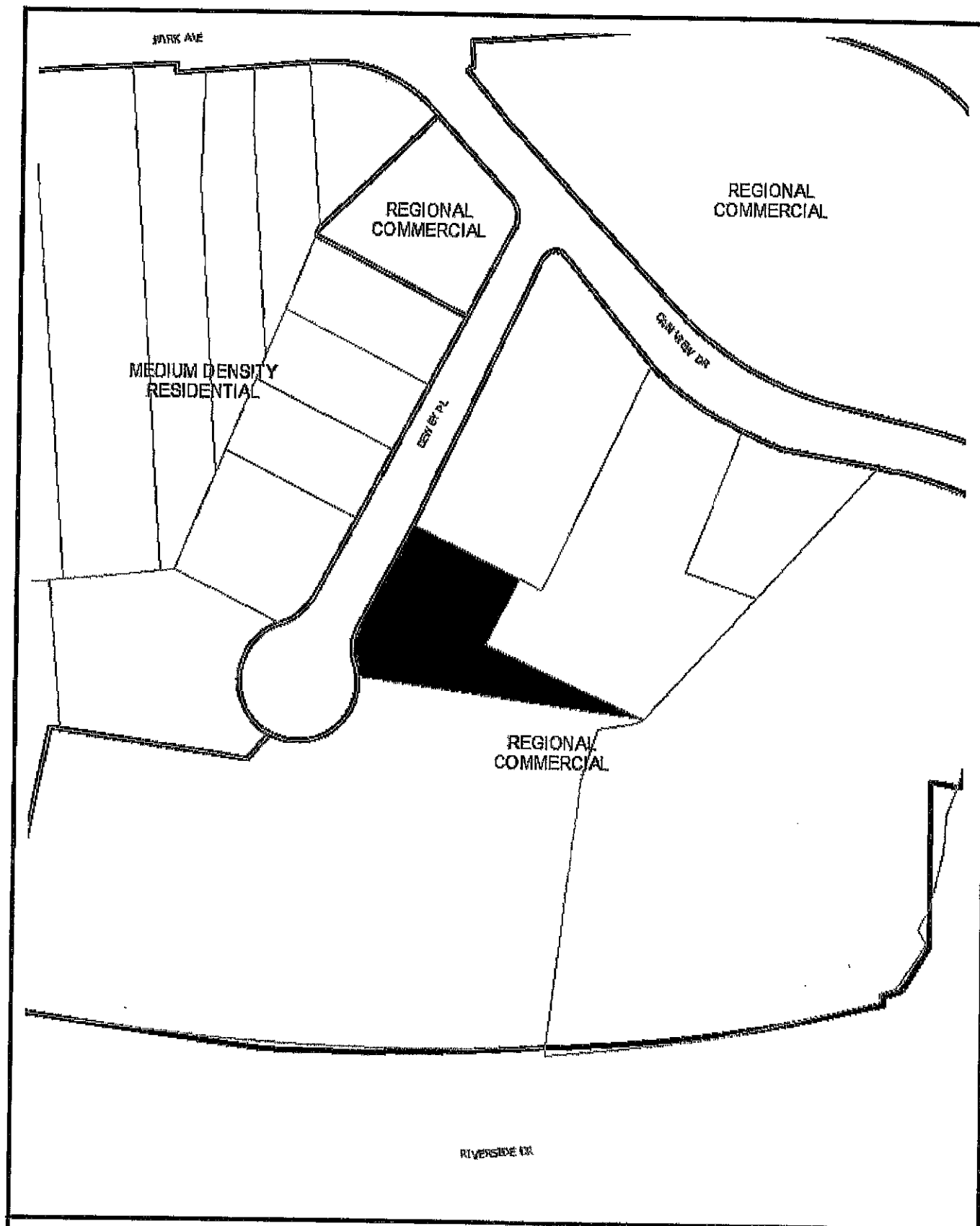
Disclaimer: Information contained on this map is to be used for reference purposes only. The City of Danville is not responsible for any inaccuracies herein contained. The City of Danville makes no representation of warranty as to this map's accuracy, and in particular, its accuracy in labeling, dimensions, 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
3/16/2023

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 the 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
3/16/2023

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 the map's accuracy, and in particular, its accuracy in showing, dimensions, contours, property boundaries, or placement or location of any map features shown. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, use or misuse of the information herein provided.

MEMORANDUM

DATE: APRIL 11, 2023

TO: PLANNING COMMISSION

FROM: PLANNING STAFF

SUBJECT: RESPONSE FROM NEIGHBORING PROPERTY OWNERS

REQUEST: *Rezoning Application PZ23-00073 filed by SRE LLC requesting to rezone 125 Dewey Place (Parcel 59049) from HR-C Highway Retail Commercial to OT-R Old Town Residential.*

RESPONSES:

Forty-two (42) notices were sent to surrounding property owners within three hundred (300) feet of the subject property. Nine (9) responses were received, nine (9) were unopposed.

COMMENTS:

Council Letter

City of Danville, Virginia



CL - 461

NEW BUSINESS B.

City Council REGULAR MEETING

Meeting Date: May 2, 2023

Subject: Consideration of a Special Use Permit Application PZ23-00075 filed by Swicegood-Barker Funeral Services at 2025 North Main Street (Parcel 00283).

From: Renee Burton, Division Director of Planning

COUNCIL ACTION

1. Public Hearing
2. An Ordinance Granting Special Use Permit Application PZ23- 00075 filed by Swicegood-Barker Funeral Services, Requesting a Special Use Permit to Allow the Operation of a Funeral Home at 2025 North Main Street in Accordance with Article 3.J, Section C, Item 6

SUMMARY

Special Use Permit Application PZ23-00075 was filed by Swicegood-Barker Funeral Services requesting a special use permit at 2025 North Main Street (Parcel 00283), to allow funeral services according to Article 3.J.C Item 6 of the Danville Zoning Ordinance.

BACKGROUND

Operations of Barker funeral home began at 2025 North Main Street in the 1960's. In 2009, Barker Funeral Services and Swicegood Funeral services, located at 564 West Main Street, merged to form Swicegood-Barker Funeral Services. Both locations were sold in 2009 to AJD Properties, LLC in Pilot Mountain, NC.

The last payment to Personal Property Tax and/or Business License fees with the Commissioner of Revenue was collected on 11/14/2018. Since 2019, operations conducted at Swicegood-Barker Funeral Services have been carried out without required City licensing.

In February 2004, City Council approved a City-Wide rezoning that classified 2025 North Main Street as N-C, Neighborhood Commercial. Operation of a funeral home within the N-C, Neighborhood Commercial zoning classification requires a Special Use Permit. However, due to the continual legal operations of a funeral home at this location, Swicegood was not required to obtain a Special Use Permit and was deemed legal nonconforming by Zoning Code. Article 7 entitled "Nonconforming Uses" states:

Article 7 Nonconforming Uses

A.2. Conditions for continuation. Any nonconforming use, structure or lot which lawfully existed as of

the effective date of this ordinance and which remains nonconforming, and any use, structure or lot which has become nonconforming as a result of the adoption of this ordinance or any subsequent reclassification of zoning districts or other amendment to this ordinance, may be continued or maintained only in accordance with the terms of this article.

Due to the lack of required City licensing, the property no longer is deemed legal nonconforming.

Without proper licensing, the use of a funeral home is deemed discontinued or abandoned. Article 7 entitled "Nonconforming Uses" states:

Article 7 Nonconforming Uses

B.3. Discontinuation of nonconforming use. If a nonconforming use is discontinued or abandoned for a continuous period of more than two (2) years, including any period of discontinuation before the effective date of this ordinance, then that use shall not be renewed or reestablished and any subsequent use of the lot or structure shall conform to the regulations of this ordinance. When any nonconforming use is replaced by a permitted use, the use shall thereafter conform to the regulations for the district, and no nonconforming use shall thereafter be resumed.

Therefore, operation of funeral services at 2025 North Main Street requires a Special Use Permit.

A letter dated February 24, 2023, was sent to Swicegood-Barker Funeral Services by the Division Director of Planning to make them aware of their lapse in compliance and that continued operations were a violation of the Zoning Code. Swicegood-Barker contacted the Planning Division soon after the letter was issued to discuss the issue and how it may be corrected. An application for a Special Use Permit was submitted by Swicegood-Barker Funeral Services by the next available meeting deadline.

Forty-two (42) notices were sent to surrounding property owners within three hundred feet of the subject property. Six (6) unopposed responses were received.

On April 11, 2023, The City Planning Commission voted 6-0 to recommend approval of Special Use Permit PZ23-00075 in accordance with Article 3.J.C. Item 6 to operate a funeral home at 2025 North Main Street.

RECOMMENDATION

It is recommended that City Council adopt an Ordinance granting a Special Use Permit in accordance with Article 3.J.C Item 6 to allow the operation of a funeral home at 2025 North Main Street.

Attachments

1. Ordinance
 2. Planning Back Up
-

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2023____.____

AN ORDINANCE GRANTING SPECIAL USE PERMIT APPLICATION PZ23-00075 FILED BY SWICEGOOD-BARKER FUNERAL SERVICES, REQUESTING A SPECIAL USE PERMIT TO ALLOW THE OPERATION OF A FUNERAL HOME AT 2025 NORTH MAIN STREET IN ACCORDANCE WITH ARTICLE 3.J, SECTION C, ITEM 6

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 PZ23-00075, filed by Swicegood-Barker Funeral Services requesting a Special Use Permit for the operation of a funeral home at 2025 North Main Street in accordance with Article 3.J.entitled, "N-C Neighborhood Commercial, Section C entitled, "Special Use permit, Item 6 entitled, "Funeral Homes", 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, Special Use Permit Application PZ23-00075, filed by Swicegood-Barker Funeral services requesting a Special Use Permit to operate a funeral home at 2025 North Main Street in accordance with Article 3.J.entitled, "N-C Neighborhood Commercial", Section C entitled, "Special Use permit", Item 6 entitled, "Funeral Homes", is hereby approved.

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

MEMORANDUM

DATE: APRIL 11, 2023
TO: CITY COUNCIL
FROM: CITY PLANNING COMMISSION
RE: SPECIAL USE PERMIT APPLICATION PZ23-00075

REQUEST

Special Use Permit Application PZ23-00075 filed by Swicegood-Barker Funeral Services requesting special use permit at 2025 North Main Street (Parcel 00283) to allow funeral services according to Article 3.J.C of the Danville Zoning Ordinance.

RECOMMENDATION

The Planning Commission, at their April 11, 2023, meeting, voted 6 - 0 to recommend approval of Special Use Permit Request PZ23-00075 as submitted.

Mr. Steve Petrick, Chair



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

City Planning Commission

STAFF REPORT

DATE: April 11, 2023
TO: Planning Commission
FROM: Renee Burton, Planning Division Director
RE: SPECIAL USE PERMIT APPLICATION – 2025 NORTH MAIN STREET

Special Use Permit Application PZ23-00075 filed by Swicegood-Barker Funeral Services requesting special use permit at 2025 North Main Street (Parcel 00283) to allow funeral services according to Article 3.J.C of the Danville Zoning Ordinance.

BACKGROUND

Operations of Barker funeral home began at 2025 North Main Street in the 1960's. In 2009, Barker Funeral Services and Swicegood Funeral services, located at 564 West Main Street, merged to form Swicegood-Barker Funeral Services. Both locations were sold in 2009 to AJD Properties, LLC in Pilot Mountain, NC.

The last payment to Personal Property Tax and/or Business License fees with the Commissioner of Revenue was collected on 11/14/2018. Since 2019, operations conducted at Swicegood-Barker Funeral Services have been carried out without required City licensing.

STAFF ANALYSIS AND RECOMMENDATION

In February 2004, City Council approved a City-Wide rezoning that classified 2025 North Main Street as N-C, Neighborhood Commercial. Operation of a funeral home within the N-C, Neighborhood Commercial zoning classification requires a Special Use Permit. However, due to the continual legal operations of a funeral home at this location, Swicegood was not required to obtain a Special Use Permit and was deemed legal nonconforming by Zoning Code. Article 7 entitled "Nonconforming Uses" states:

Article 7 Nonconforming Uses

A.2. Conditions for continuation. Any nonconforming use, structure or lot which lawfully existed as of the effective date of this ordinance and which remains nonconforming, and any use, structure or lot which has become nonconforming as a result of the adoption of this ordinance or any subsequent reclassification of zoning districts or other amendment to this ordinance, may be continued or maintained only in accordance with the terms of this article.

Due to the lack of required City licensing the property no longer is deemed legal nonconforming. Without proper licensing the use of a funeral home is deemed discontinued or abandoned. Article 7 entitled "Nonconforming Uses" states:

Article 7 Nonconforming Uses

B.3. Discontinuation of nonconforming use. If a nonconforming use is discontinued or abandoned for a continuous period of more than two (2) years, including any period of discontinuation before the effective date of this ordinance, then that use shall not be renewed or reestablished and any subsequent use of the lot or structure shall conform to the regulations of this ordinance. When any nonconforming use is replaced by a

permitted use, the use shall thereafter conform to the regulations for the district, and no nonconforming use shall thereafter be resumed.

Therefore, operation of funeral services at 2025 North Main Street requires a Special Use Permit.

A letter dated February 24, 2023, was sent to Swicegood-Barker Funeral Services by the Division Director of Planning to make them aware of their lapse in compliance and that continued operations were a violation of the Zoning Code. Swicegood-Barker contacted the Planning Division soon after the letter was issued to discuss the issue and how it may be corrected. An application for a Special Use Permit was submitted by Swicegood-Barker Funeral Services by the next available meeting deadline.

The Planning Division recommends that the Planning Commission approve Special Use Permit Application PZ23-00075 for City Council approval. The applicant's business license will need to be reinstated.

CITY PLANNING COMMISSION ALTERNATIVE ACTIONS

- Recommend continuation to a future meeting.
- Recommend approval as submitted.
- Recommend approval with conditions determined by the Planning Commission.
- Recommend denial.

ATTACHMENTS

- ✓ Application
- ✓ Zoning Map
- ✓ Property Ownership Map
- ✓ Future Land Use Map



CITY PLANNING COMMISSION

SPECIAL USE PERMIT APPLICATION

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 of \$360.
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.

PLANNING DIVISION PROVIDED INFORMATION

Application #: PZ 23-00075 PC Meeting Date: 4/11/23
Date Received: 3/13/23 Received By: r burton
Parcel ID: 00283 Address: 2025 N Main St
Existing Zoning NC Future Land Use: _____

APPLICANT PROVIDED INFORMATION

Property Location
(address/ID#):

00283 and 04467

Applicant: Swicegood-Barker Funeral Services-North Main Chapel, Inc.

Applicant's Address: 2025 North Main Street, Danville VA 24541

Applicant's Phone Number: 434-792-5611

Applicant's E-mail: wendybrannock@afpfuneral.com

Describe Proposed Request: Please see accompanying correspondence.

Wendy Brannock
Wendy Brannock (Mar 13, 2023 15:34 EDT)

Applicant Signature

Mar 13, 2023

date

AJ Daoud
AJ Daoud (Mar 13, 2023 16:13 EDT)

Property Owner Signature
(if not applicant)

Mar 13, 2023

date



March 13, 2023

Via Hand Delivery and Electronic Mail

Renee Burton
Director of Planning and Zoning
City of Danville
427 Patton Street
Danville, Virginia 24541

Re: Special Use Permit Applications submitted by Swicegood-Barker Funeral Services-North Main Chapel, Inc. and Swicegood-Barker Funeral Services-West Main Chapel, Inc.

Dear Ms. Burton:

I have enclosed for consideration by the Planning Commission two separate Special Use Permit Applications for clients of our firm: first, on behalf of Swicegood-Barker Funeral Services-North Main Chapel, Inc. ("SB-North Main"), an application for Parcel Numbers 00283 and 04467; and second, on behalf of Swicegood-Barker Funeral Services-West Main Chapel, Inc. ("SB-West Main") (together with SB-North Main, the "Applicants"), an application for Parcel Number 25101 (together, the "Applications"). The parcels in question (the "Parcels") are owned by AJD Properties, LLC ("AJD"), which has also executed the Applications.

Both Applications seek special use permits to allow operations to continue consistent with the Parcels' current N-C, Neighborhood Commercial Zoning classification.

Also enclosed are two checks in the amount of \$360.00 each, representing the City's fee associated with these Applications.

Relevant Background and Description of Uses

The Applicants submit the enclosed applications in response to the February 24, 2023, violation letter received by AJD from your office. While the Applicants do not concede that Article 7, Section B(3) dictates that their existing, legal nonconforming uses are no longer allowed, they submit these Applications to ensure that they may continue to serve the public without interruption.

Both Applicants are well established businesses in the City of Danville, having – along with their predecessors in interest – operated funeral homes at their current locations since the

1930s (SB-West Main) and the 1960s (SB-North Main), respectively. On both properties, the Applicants perform funeral services and hold visitations; all preparatory work involving remains occurs at SB-West Main, but no cremation services are offered on site at either location.

The Applicants maintain normal business hours of 8:00 a.m.-5:00 p.m., which may be extended until 9:00 p.m. in the event of evening visitations. Both entities, which employ twelve (12) individuals between them, maintain positive working relationships with their neighbors.

General Standards and Criteria for Special Use Permit Review

With respect to the how the proposed use meets key review standards and criteria set forth in Article 6, Section B and identified in the Application, we offer the following:

Preliminary Site Plan

The Applicants respectfully request waiver by the City Manager of the requirement to submit a preliminary site plan, believing that the criteria set forth in Article 12, Section D have been satisfied. Specifically:

- The uses will not require improvements of any kind to the Parcels.
- Waiver from this requirement is consistent with the intent of Article 12 given that the Applicants do not seek to perform any additional development of the Parcels or seek to change or add to existing structures on those Parcels.
- No building and safety regulations that are critical to the purpose and intent of Article 12 are implicated by the Applications.
- As established businesses that currently operate in their respective locations without concern from the surrounding public, the Applicants will not – through the permissions sought in the Applications – have any adverse effect meant to be protected against by subsection 4.
- No change in, or expansion of, the current use of the Parcels is sought by the Applicants.

The Applicants can provide certificates of occupancy or any other supporting documentation upon request.

Description of Proposed Use

As set forth above, both Applicants currently provide standard funeral offerings, with SB-West Main also performing preparatory work on remains. Neither Applicant seeks to change these longstanding uses on the Parcels.

Written Statement of Project Compatibility

- The Applicants' current use of the Parcels is in harmony with the City of Danville's 2030 Comprehensive Plan. Specifically, their operations on the Parcels are longstanding and provide stability within two separate core corridors of the City.

Both are easily accessible via mass transit and to motorists, and the Parcels are maintained by AJD and the Applicants so that they retain value and promote a sense of pride among neighbors.

- Continuation of the current use of the Parcels is consistent with the applicable zoning district, as operation of a funeral home is already contemplated as a specially permitted use within the N-C classification.
- The Applicants' continued use of the Parcels is compatible with surrounding properties, which have been longstanding neighbors of the Applicants without issue.
- The Applicants serve as anchors in their respective neighborhoods and will continue to do so. Their continued operation will not discourage any development and, to the contrary, provides an essential community service.
- The Applicants have operated successfully for decades within existing pedestrian and vehicular traffic patterns, both on-site and off-site.
- The Parcels are already served by essential public services, including, but not limited to, streets, drainage facilities, fire protection, and public water and sewer facilities.

* * *

Thank you in advance for your consideration of this Application. Should you or your staff have any questions, do not hesitate to let me know. Our intention has been to address above each of the requirements identified in Article 6, Section D and identified in the Application. To the extent that any item has been overlooked, we will gladly and promptly supplement this letter.

We look forward to discussing the proposed development with the Planning Commission in April.

Sincerely,



Steven P. Gould

Enclosures

c: AJD Properties LLC (w/encls.) [via electronic mail]

SPECIAL USE PERMIT DATA SHEET PZ23-00075

PUBLIC HEARING DATE: APRIL 11, 2023
PLANNING COMMISSION AT 3:00 PM

LOCATION OF PROPERTY: 2025 NORTH MAIN STREET (PARCEL ID 00283)

PRESENT ZONE: NC NEIGHBORHOOD COMMERCIAL

PROPOSED ZONE: NO CHANGE

ACTION REQUESTED: SPECIAL USE PERMIT TO ALLOW FUNERAL SERVICES

PRESENT USE OF PROPERTY: COMMERCIAL

PROPOSED USE OF PROPERTY: NO CHANGE

FUTURE LAND USE DESIGNATION: NEIGHBORHOOD COMMERCIAL

PROPERTY OWNER (S): AJD PROPERTIES LLC

NAME OF APPLICANT (S): SWICEGOOD-BARKER FUNERAL SERVICES-NORTH MAIN
CHAPEL, INC.

PROPERTY BORDERED BY: RESIDENTIAL TO THE WEST AND SOUTHWEST AND
COMMERCIAL TO THE NORTH, SOUTHEAST, AND EAST

ACREAGE: 0.52 ACRES TOTAL

CHARACTER OF VICINITY: MIXED USE

INGRESS AND EGRESS: NORTH MAIN STREET

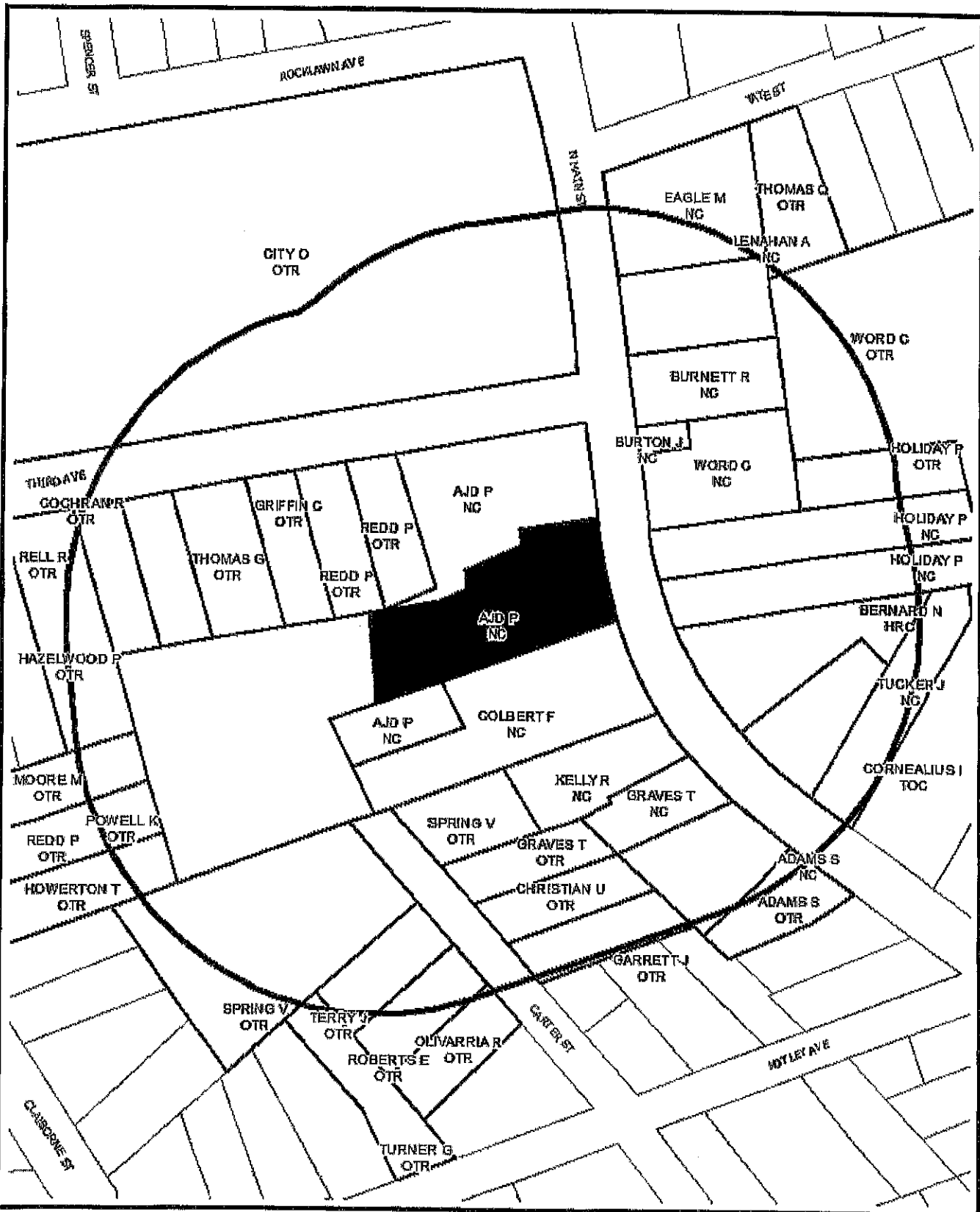
TRAFFIC VOLUME: HIGH



2019 AERIAL VIEW OF AREA SURROUNDING SUBJECT PROPERTY

Prepared by:
Planning Division
3/16/2023

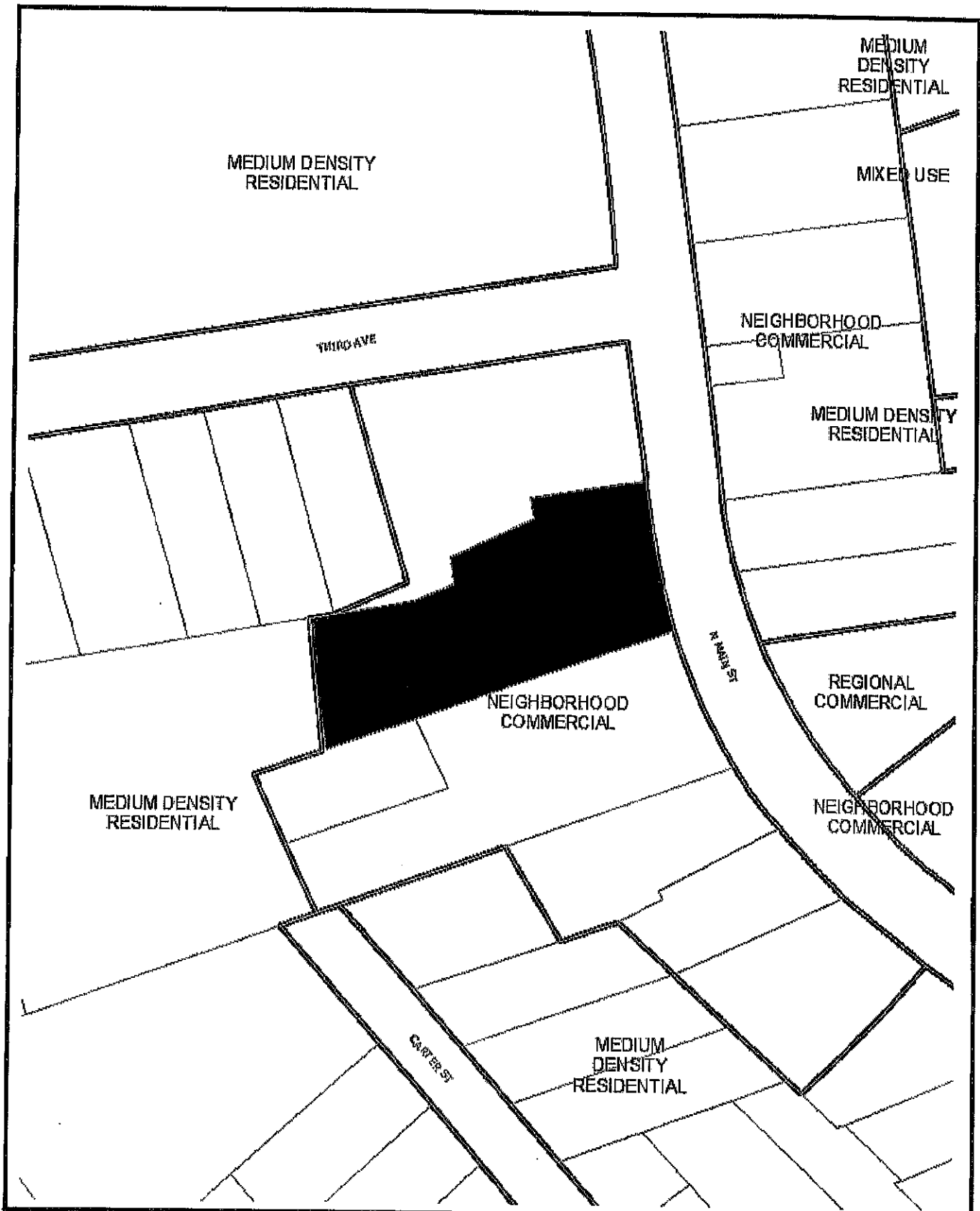
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SURROUNDING PROPERTY OWNERS AND ZONING WITHIN 300 FEET OF SUBJECT PROPERTY

Prepared by:
Planning Division
3/16/2023

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YEAR 2030 LAND USE PLAN FOR AREA SURROUNDING SUBJECT PROPERTY

Prepared by:
Planning Division
3/16/2023

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.

MEMORANDUM

DATE: APRIL 11, 2023

TO: PLANNING COMMISSION

FROM: PLANNING STAFF

SUBJECT: RESPONSE FROM NEIGHBORING PROPERTY OWNERS

REQUEST: *Special Use Permit Application PZ23-00075 filed by Swicegood-Barker Funeral Services requesting special use permit at 2025 North Main Street (Parcel 00283) to allow funeral services according to Article 3.J.C of the Danville Zoning Ordinance.*

RESPONSES:

Forty-two (42) notices were sent to surrounding property owners within three hundred (300) feet of the subject property. Six (6) responses were received, Six (6) were unopposed.

COMMENTS:

Council Letter City of Danville, Virginia



CL - 462

NEW BUSINESS C.

City Council REGULAR MEETING

Meeting Date: May 2, 2023

Subject: Consideration of a Special Use Permit at 564 West Main Street.

From: Renee Burton, Division Director of Planning

COUNCIL ACTION

1. Public Hearing
2. An Ordinance Granting Special Use Permit Application PZ23- 00076 filed by Swicegood-Barker Funeral Services, Requesting a Special Use Permit to Allow the Operation of a Funeral Home at 564 West Main Street in Accordance with Article 3.J., Section C, Item 6.

SUMMARY

Special Use Permit Application PZ23-00076 was filed by Swicegood-Barker Funeral Services requesting a special use permit at 564 West Main Street to allow funeral services according to Article 3.J.C Item 6 of the Danville Zoning Ordinance.

BACKGROUND

Operations of Swicegood funeral home began at 564 West Main Street in the 1930's. In 2009, Swicegood Funeral Services and Barker Funeral services, located at 2025 N Main Street, merged to form Swicegood-Barker Funeral Services. Both locations were sold in 2009 to AJD Properties, LLC in Pilot Mountain, NC.

The last payment to Personal Property Tax and/or Business License fees with the Commissioner of Revenue was collected on 11/14/2018. Since 2019, operations conducted at Swicegood-Barker Funeral Services have been carried out without required City licensing.

In February 2004, City Council approved a City-Wide rezoning that classified 564 West Main Street as N-C, Neighborhood Commercial. Operation of a funeral home within the N-C, Neighborhood Commercial zoning classification requires a Special Use Permit. However, due to the continual legal operations of a funeral home at this location, Swicegood was not required to obtain a Special Use Permit and was deemed legal nonconforming by Zoning Code. Article 7 entitled "Nonconforming Uses" states:

Article 7 Nonconforming Uses

A.2. Conditions for continuation. Any nonconforming use, structure or lot which lawfully existed as of the effective date of this ordinance and which remains nonconforming, and any use, structure or lot which has become nonconforming as a result of the adoption of this ordinance or any subsequent

reclassification of zoning districts or other amendment to this ordinance, may be continued or maintained only in accordance with the terms of this article.

Due to the lack of required City licensing, the property is no longer deemed legal nonconforming. Without proper licensing, the use of a funeral home is deemed discontinued or abandoned. Article 7 entitled "Nonconforming Uses" states:

Article 7 Nonconforming Uses

B.3. Discontinuation of nonconforming use. If a nonconforming use is discontinued or abandoned for a continuous period of more than two (2) years, including any period of discontinuation before the effective date of this ordinance, then that use shall not be renewed or reestablished and any subsequent use of the lot or structure shall conform to the regulations of this ordinance. When any nonconforming use is replaced by a permitted use, the use shall thereafter conform to the regulations for the district, and no nonconforming use shall thereafter be resumed.

Therefore, operation of funeral services at 564 W Main Street requires a Special Use Permit.

A letter dated February 24, 2023, was sent to Swicegood-Barker Funeral Services by the Division Director of Planning to make them aware of their lapse in compliance and that continued operations were a violation of the Zoning Code. Swicegood-Barker contacted the Planning Division soon after the letter was issued to discuss the issue and how it may be corrected. An application for a Special Use Permit was submitted by Swicegood-Barker Funeral Services by the next available meeting deadline.

Thirty-seven (37) notices were sent to surrounding property owners within three hundred feet of the subject property. Seven (7) responses were unopposed. Two (2) responses were opposed. Two (2) responses were undecided.

On April 11, 2023, the City Planning Commission voted 6-0 to recommend approval of Special Use Permit Application PZ23-00076 for the operation of a funeral home in accordance with Article 3.J.C. Item 6 at 564 West Main Street.

RECOMMENDATION

It is recommended that City Council adopt an Ordinance granting a Special Use Permit in accordance with Article 3.J.C. Item 6 to allow for the operation of a funeral home at 564 West Main Street.

Attachments

1. Ordinance
 2. Planning Back Up
-

PRESENTED: _____

ADOPTED:

ORDINANCE NO. 2023____.____

AN ORDINANCE GRANTING SPECIAL USE PERMIT APPLICATION PZ23-00076 FILED BY SWICEGOOD-BARKER FUNERAL SERVICES, REQUESTING A SPECIAL USE PERMIT TO ALLOW THE OPERATION OF A FUNERAL HOME AT 564 WEST MAIN STREET IN ACCORDANCE WITH ARTICLE 3.J., SECTION C, ITEM 6

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 PZ23-00076, filed by Swicegood-Barker Funeral Services requesting a Special Use Permit to the operation of a funeral home at 564 West Main Street in accordance with Article 3.J.entitled, "N-C Neighborhood Commercial, Section C entitled, "Special Use permit, Item 6 entitled, "Funeral Homes", be and the same is hereby received,

BE IT FURTHER ORDAINED that in consideration of said report and the public hearing this day held by Council, Special Use Permit Application PZ23-00075, filed by Swicegood-Barker Funeral services requesting a Special Use Permit to operate a funeral home at 564 West Main Street in accordance with Article 3.J.entitled, "N-C Neighborhood Commercial", Section C entitled, "Special User permit", Item 6 entitled, "Funeral Homes", is hereby approved.

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

MEMORANDUM

DATE: APRIL 11, 2023
TO: CITY COUNCIL
FROM: CITY PLANNING COMMISSION
RE: SPECIAL USE PERMIT APPLICATION PZ23-00076

REQUEST

Special Use Permit Application PZ23-00076 filed by Swicegood-Barker Funeral Services requesting special use permit at 564 West Main Street to allow funeral services according to Article 3.J.C of the Danville Zoning Ordinance.

RECOMMENDATION

The Planning Commission, at their April 11, 2023, meeting, voted 6 - 0 to recommend approval of Special Use Permit Request PZ23-00076 as submitted.

Mr. Steve Petrick, Chair



City of Danville

427 Patton Street, Suite 208

Danville VA, 24541

Phone: (434) 799-5260

City Planning Commission

STAFF REPORT

DATE: April 11, 2023
TO: Planning Commission
FROM: Renee Burton, Planning Division Director
RE: SPECIAL USE PERMIT APPLICATION – 564 WEST MAIN STREET

Special Use Permit Application PZ23-00076 filed by Swicegood-Barker Funeral Services requesting special use permit at 564 West Main Street (Parcel 25101) to allow funeral services according to Article 3.J.C of the Danville Zoning Ordinance.

BACKGROUND

Operations of Swicegood funeral home began at 564 West Main Street in the 1930's. In 2009, Swicegood Funeral Services and Barker Funeral services, located at 2025 N Main Street, merged to form Swicegood-Barker Funeral Services. Both locations were sold in 2009 to AJD Properties, LLC in Pilot Mountain, NC.

The last payment to Personal Property Tax and/or Business License fees with the Commissioner of Revenue was collected on 11/14/2018. Since 2019, operations conducted at Swicegood-Barker Funeral Services have been carried out without required City licensing.

STAFF ANALYSIS AND RECOMMENDATION

In February 2004, City Council approved a City-Wide rezoning that classified 564 West Main Street as N-C, Neighborhood Commercial. Operation of a funeral home within the N-C, Neighborhood Commercial zoning classification requires a Special Use Permit. However, due to the continual legal operations of a funeral home at this location, Swicegood was not required to obtain a Special Use Permit and was deemed legal nonconforming by Zoning Code. Article 7 entitled "Nonconforming Uses" states:

Article 7 Nonconforming Uses

A.2. Conditions for continuation. Any nonconforming use, structure or lot which lawfully existed as of the effective date of this ordinance and which remains nonconforming, and any use, structure or lot which has become nonconforming as a result of the adoption of this ordinance or any subsequent reclassification of zoning districts or other amendment to this ordinance, may be continued or maintained only in accordance with the terms of this article.

Due to the lack of required City licensing the property no longer is deemed legal nonconforming. Without proper licensing the use of a funeral home is deemed discontinued or abandoned. Article 7 entitled "Nonconforming Uses" states:

Article 7 Nonconforming Uses

B.3. Discontinuation of nonconforming use. If a nonconforming use is discontinued or abandoned for a continuous period of more than two (2) years, including any period of discontinuation before the effective date of this ordinance, then that use shall not be renewed or reestablished and any subsequent use of the lot or structure shall conform to the regulations of this ordinance. When any nonconforming use is replaced by a permitted use, the use shall thereafter conform to the regulations for the district, and no nonconforming use shall thereafter be resumed.

Therefore, operation of funeral services at 564 W Main Street requires a Special Use Permit.

A letter dated February 24, 2023, was sent to Swicegood-Barker Funeral Services by the Division Director of Planning to make them aware of their lapse in compliance and that continued operations were a violation of the Zoning Code. Swicegood-Barker contacted the Planning Division soon after the letter was issued to discuss the issue and how it may be corrected. An application for a Special Use Permit was submitted by Swicegood-Barker Funeral Services by the next available meeting deadline.

The Planning Division recommends that the Planning Commission approve Special Use Permit Application PZ23-00076 for City Council approval. The applicant's business license will need to be reinstated.

CITY PLANNING COMMISSION ALTERNATIVE ACTIONS

- Recommend continuation to a future meeting.
- Recommend approval as submitted.
- Recommend approval with conditions determined by the Planning Commission.
- Recommend denial.

ATTACHMENTS

- ✓ Application
- ✓ Zoning Map
- ✓ Property Ownership Map
- ✓ Future Land Use Map



CITY PLANNING COMMISSION

SPECIAL USE PERMIT APPLICATION

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 of \$360.
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.

PLANNING DIVISION PROVIDED INFORMATION

Application #: PZ23-00076 PC Meeting Date: April 11, 2023
Date Received: 3/13/23 Received By: r burton
Parcel ID: 25101 Address: 564 W Main
Existing Zoning NC Future Land Use: _____

APPLICANT PROVIDED INFORMATION

Property Location
(address/ID#):

25101

Applicant: Swicegood-Barker Funeral Services-West Main Chapel, Inc.

Applicant's Address: 564 West Main Street, Danville, VA 24541

Applicant's Phone Number: 434-792-5611

Applicant's E-mail: wendybrannock@afpfuneral.com

Describe Proposed Request: Please see accompanying correspondence.

Wendy Brannock

Wendy Brannock (Mar 13, 2023 15:37 EDT)

Applicant Signature

Mar 13, 2023

date

AJ Daoud

AJ Daoud (Mar 13, 2023 16:12 EDT)

Property Owner Signature
(if not applicant)

Mar 13, 2023

date



March 13, 2023

Via Hand Delivery and Electronic Mail

Renee Burton
Director of Planning and Zoning
City of Danville
427 Patton Street
Danville, Virginia 24541

Re: Special Use Permit Applications submitted by Swicegood-Barker Funeral Services-North Main Chapel, Inc. and Swicegood-Barker Funeral Services-West Main Chapel, Inc.

Dear Ms. Burton:

I have enclosed for consideration by the Planning Commission two separate Special Use Permit Applications for clients of our firm: first, on behalf of Swicegood-Barker Funeral Services-North Main Chapel, Inc. ("SB-North Main"), an application for Parcel Numbers 00283 and 04467; and second, on behalf of Swicegood-Barker Funeral Services-West Main Chapel, Inc. ("SB-West Main") (together with SB-North Main, the "Applicants"), an application for Parcel Number 25101 (together, the "Applications"). The parcels in question (the "Parcels") are owned by AJD Properties, LLC ("AJD"), which has also executed the Applications.

Both Applications seek special use permits to allow operations to continue consistent with the Parcels' current N-C, Neighborhood Commercial Zoning classification.

Also enclosed are two checks in the amount of \$360.00 each, representing the City's fee associated with these Applications.

Relevant Background and Description of Uses

The Applicants submit the enclosed applications in response to the February 24, 2023, violation letter received by AJD from your office. While the Applicants do not concede that Article 7, Section B(3) dictates that their existing, legal nonconforming uses are no longer allowed, they submit these Applications to ensure that they may continue to serve the public without interruption.

Both Applicants are well established businesses in the City of Danville, having – along with their predecessors in interest – operated funeral homes at their current locations since the

1930s (SB-West Main) and the 1960s (SB-North Main), respectively. On both properties, the Applicants perform funeral services and hold visitations; all preparatory work involving remains occurs at SB-West Main, but no cremation services are offered on site at either location.

The Applicants maintain normal business hours of 8:00 a.m.-5:00 p.m., which may be extended until 9:00 p.m. in the event of evening visitations. Both entities, which employ twelve (12) individuals between them, maintain positive working relationships with their neighbors.

General Standards and Criteria for Special Use Permit Review

With respect to the how the proposed use meets key review standards and criteria set forth in Article 6, Section B and identified in the Application, we offer the following:

Preliminary Site Plan

The Applicants respectfully request waiver by the City Manager of the requirement to submit a preliminary site plan, believing that the criteria set forth in Article 12, Section D have been satisfied. Specifically:

- The uses will not require improvements of any kind to the Parcels.
- Waiver from this requirement is consistent with the intent of Article 12 given that the Applicants do not seek to perform any additional development of the Parcels or seek to change or add to existing structures on those Parcels.
- No building and safety regulations that are critical to the purpose and intent of Article 12 are implicated by the Applications.
- As established businesses that currently operate in their respective locations without concern from the surrounding public, the Applicants will not – through the permissions sought in the Applications – have any adverse effect meant to be protected against by subsection 4.
- No change in, or expansion of, the current use of the Parcels is sought by the Applicants.

The Applicants can provide certificates of occupancy or any other supporting documentation upon request.

Description of Proposed Use

As set forth above, both Applicants currently provide standard funeral offerings, with SB-West Main also performing preparatory work on remains. Neither Applicant seeks to change these longstanding uses on the Parcels.

Written Statement of Project Compatibility

- The Applicants' current use of the Parcels is in harmony with the City of Danville's 2030 Comprehensive Plan. Specifically, their operations on the Parcels are longstanding and provide stability within two separate core corridors of the City.

Both are easily accessible via mass transit and to motorists, and the Parcels are maintained by AJD and the Applicants so that they retain value and promote a sense of pride among neighbors.

- Continuation of the current use of the Parcels is consistent with the applicable zoning district, as operation of a funeral home is already contemplated as a specially permitted use within the N-C classification.
- The Applicants' continued use of the Parcels is compatible with surrounding properties, which have been longstanding neighbors of the Applicants without issue.
- The Applicants serve as anchors in their respective neighborhoods and will continue to do so. Their continued operation will not discourage any development and, to the contrary, provides an essential community service.
- The Applicants have operated successfully for decades within existing pedestrian and vehicular traffic patterns, both on-site and off-site.
- The Parcels are already served by essential public services, including, but not limited to, streets, drainage facilities, fire protection, and public water and sewer facilities.

* * *

Thank you in advance for your consideration of this Application. Should you or your staff have any questions, do not hesitate to let me know. Our intention has been to address above each of the requirements identified in Article 6, Section D and identified in the Application. To the extent that any item has been overlooked, we will gladly and promptly supplement this letter.

We look forward to discussing the proposed development with the Planning Commission in April.

Sincerely,



Steven P. Gould

Enclosures

c: AJD Properties LLC (w/encls.) [via electronic mail]

SPECIAL USE PERMIT DATA SHEET PZ23-00075

PUBLIC HEARING DATE: APRIL 11, 2023
PLANNING COMMISSION AT 3:00 PM

LOCATION OF PROPERTY: 564 WEST MAIN STREET (PARCEL ID 25101)

PRESENT ZONE: NC NEIGHBORHOOD COMMERCIAL

PROPOSED ZONE: NO CHANGE

ACTION REQUESTED: SPECIAL USE PERMIT TO ALLOW FUNERAL SERVICES

PRESENT USE OF PROPERTY: COMMERCIAL

PROPOSED USE OF PROPERTY: NO CHANGE

FUTURE LAND USE DESIGNATION: NEIGHBORHOOD COMMERCIAL

PROPERTY OWNER (S): AJD PROPERTIES LLC

NAME OF APPLICANT (S): SWICEGOOD-BARKER FUNERAL SERVICES-WEST MAIN
CHAPEL, INC.

PROPERTY BORDERED BY: RESIDENTIAL TO THE NORTH AND EAST AND
COMMERCIAL TO THE SOUTH AND WEST

ACREAGE: 0.51 ACRES TOTAL

CHARACTER OF VICINITY: MIXED USE

INGRESS AND EGRESS: WEST MAIN STREET

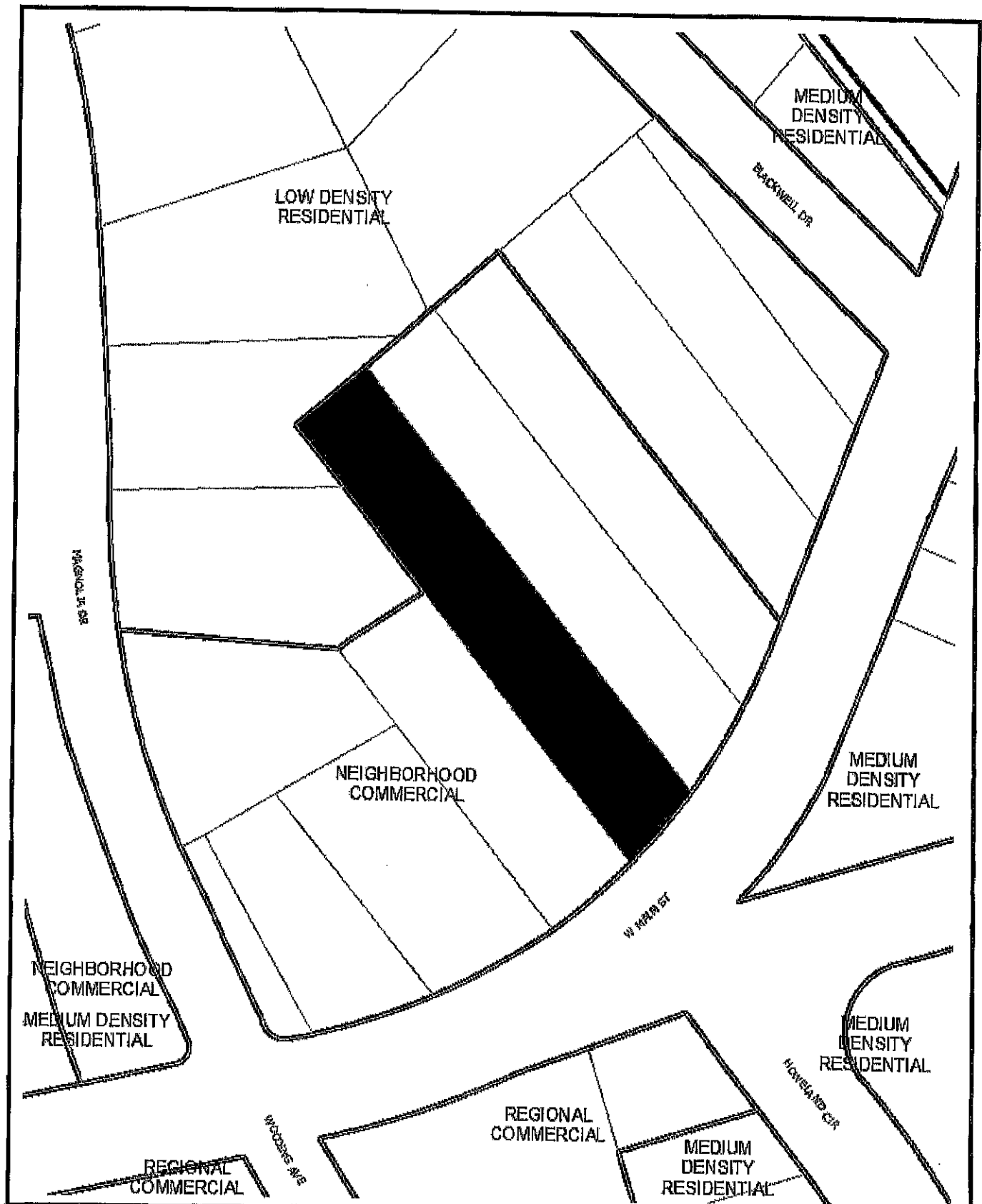
TRAFFIC VOLUME: HIGH



2019 AERIAL VIEW OF AREA SURROUNDING SUBJECT PROPERTY

Prepared by:
Planning Division
3/16/2023

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
3/16/2023

Disclaimer: Information contained on this map is to be used for reference purposes only. The City of Danville is not responsible for any inaccuracies which exist. The City of Danville makes no representation of warranty as to the map's accuracy and is, in particular, its accuracy in showing, 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.

MEMORANDUM

DATE: APRIL 11, 2023

TO: PLANNING COMMISSION

FROM: PLANNING STAFF

SUBJECT: RESPONSE FROM NEIGHBORING PROPERTY OWNERS

REQUEST: *Special Use Permit Application PZ23-00076 filed by Swicegood-Barker Funeral Services requesting special use permit at 564 West Main Street (Parcel 25101) to allow funeral services according to Article 3.J.C of the Danville Zoning Ordinance.*

RESPONSES:

Thirty-seven (37) notices were sent to surrounding property owners within three hundred (300) feet of the subject property. Eleven (11) responses were received, Seven (7) were unopposed. Two (2) opposed, and Two (2) undecided.

COMMENTS: See attached.

NEIGHBORING PROPERTY OWNER STATEMENT

According to the record of land ownership you own property within 300' feet of property that is the subject of a public hearing. The city encourages you to share your opinion whether you are opposed or not opposed to the request by completing this form and returning it to the City's planning offices. Please check the appropriate box and mail this form by **April 7, 2022** in the enclosed self-addressed, stamped envelope. You are not required to complete this form, but we encourage you to share your opinion about the proposal.

I (we), HAYNSWORTH LYNN

as owner(s) of Property ID#: 23837 and/or address: 548 W MAIN ST

_____ AM OPPOSED

_____/_____/_____ AM NOT OPPOSED

To the following application filed with the City of Danville:

Special Use Permit Application PZ23-00076 filed by Swicegood-Barker Funeral Services requesting special use permit at 564 West Main Street (Parcel 25101) to allow funeral services according to Article 3.J.C of the Danville Zoning Ordinance.

SIGNATURE(S):

Lynn Haynsworth

COMMENTS:

I feel they should pay for all back
business license & any penalties.

NEIGHBORING PROPERTY OWNER STATEMENT

According to the record of land ownership you own property within 300' feet of property that is the subject of a public hearing. The city encourages you to share your opinion whether you are opposed or not opposed to the request by completing this form and returning it to the City's planning offices. Please check the appropriate box and mail this form by **April 7, 2022** in the enclosed self-addressed, stamped envelope. You are not required to complete this form, but we encourage you to share your opinion about the proposal.

I (we), BALLOU PARK PROFESSIONAL BUILDING INC

as owner(s) of Property ID#: 25099 and/or address: 568 W MAIN ST

X AM OPPOSED

_____ AM NOT OPPOSED

To the following application filed with the City of Danville:

Special Use Permit Application PZ23-00076 filed by Swicegood-Barker Funeral Services requesting special use permit at 564 West Main Street (Parcel 25101) to allow funeral services according to Article 3.J.C of the Danville Zoning Ordinance.

SIGNATURES(S):

C.B. Stange 434 797 1188

COMMENTS:

We do not want a crematorium in the city -
PAVING OK - APARTMENT NO

NEIGHBORING PROPERTY OWNER STATEMENT

According to the record of land ownership you own property within 300' feet of property that is the subject of a public hearing. The city encourages you to share your opinion whether you are opposed or not opposed to the request by completing this form and returning it to the City's planning offices. Please check the appropriate box and mail this form by **April 7, 2022** in the enclosed self-addressed, stamped envelope. You are not required to complete this form, but we encourage you to share your opinion about the proposal.

I (we),  Todd C Clarkson, DDS
21901
as owner(s) of Property ID#  and/or address: 123 BLACKWELL DR

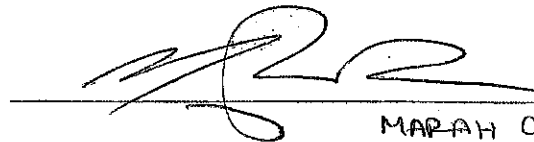
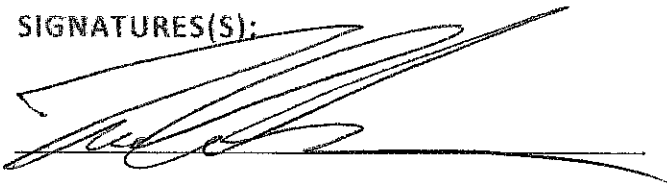
☒ AM OPPOSED

☐ AM NOT OPPOSED

To the following application filed with the City of Danville:

Special Use Permit Application PZ23-00076 filed by Swicegood-Barker Funeral Services requesting special use permit at 564 West Main Street (Parcel 25101) to allow funeral services according to Article 3.J.C of the Danville Zoning Ordinance.

SIGNATURE(S):


MARAH CLARKSON

COMMENTS:

If I read this correctly, the zoning change would open the possibility
of increasing residential density to our area. We would be heavily
opposed to the increased noise adjoined to our quiet and currently
private back yard + property.

Council Letter

City of Danville, Virginia



CL - 463

NEW BUSINESS D.

City Council REGULAR MEETING

Meeting Date: May 2, 2023

Subject: Consideration of a Request to Amend Chapter 41 entitled "Zoning Ordinance" of the City of Danville, More Specifically, to Amend Article 15 Section B, to Add the Definition for "Dormitory".

From: Renee Burton, Division Director of Planning

COUNCIL ACTION

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 15 Section B, to Add the Definition for "Dormitory".

SUMMARY

Code Amendment Request PZ23-00077 is to amend Chapter 41 entitled "Zoning Ordinance" of the City of Danville, 1986 as amended. Specifically, amend Article 15 Section B to include a definition for "Dormitory".

BACKGROUND

It has come to the attention of the staff that the Zoning Code does not contain a definition of Dormitory. Dormitories are allowed by Special Use Permit within the CP-1, Cyber Park One zoning district; however, a definition does not exist. The American Planning Association Dictionary contains a definition of dormitory that will fit the needs of the City of Danville.

Staff recommends the following amendment to Article 15 Section B of Chapter 41 entitled "Zoning Ordinance" of the City of Danville, Virginia, 1986 as amended. Language proposed to be added is in italics.

ARTICLE 15. – DEFINITIONS

B. - Definitions.

Dormitory. A structure specifically designed for a long-term stay by students of a college, university, nonprofit organization, or government entity for the purpose of providing rooms for sleeping purposes. One common kitchen and some common gathering rooms for social purposes may also be provided.

On April 11, 2023, the City Planning Commission voted 6 - 0 to recommend approval of Code Amendment Request PZ23-00077 to amend Article 15 Section B of Chapter 41 entitled "Zoning

Ordinance" of the City of Danville, Virginia as amended to include a definition for "dormitory".

RECOMMENDATION

It is recommended that City Council adopt an Ordinance to amend Chapter 41 entitled "Zoning Ordinance" of the City of Danville, 1986, as amended. Specifically, amend Article 15 Section 8 to include a definition for "Dormitory".

Attachments

1. Ordinance
 2. Planning Back Up
-

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2023 _____._____

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 15 SECTION B, TO ADD THE DEFINITION FOR "DORMITORY".

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 an amendment to Chapter 41 entitled, "Zoning Ordinance" of the Code of the City of Danville, Virginia, 1986, as amended, specifically, to amend Article 15 Section B to add the definition for Dormitory 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, specifically, to Article 15 Section B to add the definition for Dormitory, of Chapter 41 entitled, 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:

CHAPTER 41: ZONING ORDINANCE

ARTICLE 15: - DEFINITIONS

B. - Definitions

Dormitory. A structure specifically designed for a long-term stay by students of a college, university, nonprofit organization, or government entity for the purpose of providing rooms for sleeping purposes. One common kitchen and some common gathering rooms for social purposes may also be provided.

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

MEMORANDUM

DATE: APRIL 11, 2023
TO: CITY COUNCIL
FROM: CITY PLANNING COMMISSION
RE: CODE AMENDMENT REQUEST PZ23-00077

REQUEST

Code Amendment Request PZ23-00077 to amend Chapter 41 entitled "Zoning Ordinance" of the City of Danville, 1986 as amended. Specifically, amend Article 15 Section B to include a definition for "Dormitory".

RECOMMENDATION

The Planning Commission, at their April 11, 2023, meeting, voted 6 - 0 to recommend approval of Code Amendment Request PZ23-00077 as submitted.

Mr. Steve Petrick, Chair



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

City Planning Commission

STAFF REPORT

DATE: April 11, 2023
TO: Planning Commission
FROM: Renee Burton, Planning Division Director
RE: CODE AMENDMENT APPLICATION

Code Amendment Request PZ23-00077 to amend Chapter 41 entitled "Zoning Ordinance" of the City of Danville, 1986 as amended. Specifically, amend Article 15 Section B to include a definition for "Dormitory".

BACKGROUND

It has come to the attention of Staff that the Zoning Code does not contain a definition of Dormitory. Dormitories are allowed by Special Use Permit within the CP-1, Cyber Park One zoning district; however, a definition does not exist. The American Planning Association Dictionary contains a definition of dormitory that will fit the needs of the City of Danville.

STAFF ANALYSIS AND RECOMMENDATION

Staff recommends the following amendment to Article 15 Section B of Chapter 41 entitled "Zoning Ordinance" of the City of Danville, 1986 as amended. Language proposed to be added is in italics.

ARTICLE 15. – DEFINITIONS

B. - Definitions.

Dormitory. A structure specifically designed for a long-term stay by students of a college, university, nonprofit organization, or government entity for the purpose of providing rooms for sleeping purposes. One common kitchen and some common gathering rooms for social purposes may also be provided.

CITY PLANNING COMMISSION ALTERNATIVE ACTIONS

- Recommend continuation to a future meeting.
- Recommend approval as submitted.
- Recommend approval with conditions determined by staff.
- Recommend approval with conditions determined by the Planning Commission.
- Recommend denial.

Council Letter City of Danville, Virginia



CL - 464

NEW BUSINESS E.

City Council REGULAR MEETING

Meeting Date: May 2, 2023

Subject: Consideration of a Request to Amend Chapter 41 entitled "Zoning Ordinance" of the City of Danville, Specifically to Amend Article 8 Entitled "Parking and Loading Requirements".

From: Renee Burton, Division Director of Planning

COUNCIL ACTION

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 8, Section D to Amend Space Length from 20' to 18'.

SUMMARY

Code Amendment Request PZ23-00078 is to amend Chapter 41 entitled "Zoning Ordinance" of the City of Danville, 1986 as amended. Specifically, amend Article 8 entitled "Parking and Loading Requirements".

BACKGROUND

Article 8 entitled "Parking and Loading Requirements" was updated in 2021. The updates created a new parking requirement structure within the Zoning Code that based the number of spaces required on square footage of the structure, and its use. In addition to this constructive change, the size of parking spaces was increased from 9' x 18' to 9' x 20'. Based on the 2021 Staff Report, it is unclear why the space sizes were increased.

The standard parking space is 9' x 18'. 9' x 20' spaces increase the paved surface area requirement by 18sf for each space. The proposed return to 9' x 18' spaces will reduce the required paved surface area. The reduction will decrease impervious surface area, reduce run off and lessen the financial burden on businesses.

Staff recommends the following amendment to Article 8 of Chapter 41 entitled "Zoning Ordinance" of the City of Danville, 1986 as amended. Language proposed to be added is in bold.

D. - Off-Street Parking Area Layout and Dimensions.

1. All parking spaces must prevent vehicles from extending over property lines, into right-of-way, or over sidewalks.

2. Required off-street parking areas must meet the following minimum dimensions:

a. Ninety-degree pattern: Parking spaces and maneuvering lanes:

Space Width	Space Width	Maneuvering Lane Width	Two Tiers of Parking + Maneuvering Lane
9.0 feet	20' 18 feet	24 feet	64 feet
9.5 feet	20' 18' feet	22 feet	62 feet
10 feet	20' 18' feet	20 feet	60 feet

On April 11, 2023, the City Planning Commission voted 6 - 0 to recommend approval of Code Amendment Request PZ23-0078 to amend Chapter 41 entitled "Zoning Ordinance" of the City of Danville, 1986 as amended. Specifically, amend Article entitled "Parking and Loading Requirements".

RECOMMENDATION

Staff recommends Council approve an Ordinance Amending Chapter 41 entitled "Zoning Ordinance" of the City of Danville, 1986, as amended, specifically, amend Article 8 entitled "Parking and Loading Requirements."

Attachments

1. Ordinance
 2. Planning Back Up
-

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2023 ____.

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 8, SECTION D TO AMEND SPACE LENGTH FROM 20' TO 18'.

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 an amendment to Chapter 41 entitled, "Zoning Ordinance", of the Code of the City of Danville, Virginia, 1986, as amended, specifically, to amend Article 8. Entitled, "Parking and Loading Requirements", Section D. entitled, "Off-Street Parking Area Layout and Dimensions", to amend space length from 20' to 18' be, and the same be, and 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, specifically, to amend Article 8, Section D, to amend space length from 20' to 18', of Chapter 41 entitled, 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:

CHAPTER 41: ZONING CODE

ARTICLE 8: - PARKING AND LOADING REQUIREMENTS

D. - Off-Street Parking Area Layout and Dimensions.

1. All parking spaces must prevent vehicles from extending over property lines, into right-of-way, or over sidewalks.
2. Required off-street parking areas must meet the following minimum dimensions:
 - a. Ninety-degree pattern: Parking spaces and maneuvering lanes:

Space Width	Space Length	Maneuvering Lane Width	Two Tiers of Parking + Maneuvering Lane
9.0 feet	20' 18 feet	24 feet	64 feet
9.5 feet	20' 18 feet	22 feet	62 feet
10 feet	20' 18 feet	20 feet	60 feet

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

MEMORANDUM

DATE: APRIL 11, 2023
TO: CITY COUNCIL
FROM: CITY PLANNING COMMISSION
RE: CODE AMENDMENT REQUEST PZ23-00078

REQUEST

Code Amendment Request PZ23-00078 to amend Chapter 41 entitled "Zoning Ordinance" of the City of Danville, 1986 as amended. Specifically, amend Article 8 entitled "Parking and Loading Requirements".

RECOMMENDATION

The Planning Commission, at their April 11, 2023, meeting, voted 6 - 0 to recommend approval of Code Amendment Request PZ23-00078 as submitted.

 RB

Mr. Steve Petrick, Chair



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

City Planning Commission

STAFF REPORT

DATE: April 11, 2023
TO: Planning Commission
FROM: Renee Burton, Planning Division Director
RE: CODE AMENDMENT APPLICATION – Article 8 Section D

Code Amendment Request PZ23-00078 to amend Chapter 41 entitled "Zoning Ordinance" of the City of Danville, 1986 as amended. Specifically, amend Article 8 entitled "Parking and Loading Requirements".

BACKGROUND

Article 8 entitled "Parking and Loading Requirements" was updated in 2021. The updates created a new parking requirement structure within the Zoning Code that based the number of spaces required on square footage of the structure and its use. In addition to this constructive change, the size of parking spaces was increased from 9' x 18' to 9' x 20'. Based on the 2021 Staff Report, it is unclear why the space sizes were increased.

The standard parking space is 9' x 18'. 9' x 20' spaces increase the paved surface area requirement by 36sf for each space. The proposed return to 9' x 18' spaces will reduce the required paved surface area. The reduction will decrease impervious surface area, reduce run off and lessen the financial burden on businesses.

STAFF ANALYSIS AND RECOMMENDATION

Staff recommends the following amendment to Article 8 of Chapter 41 entitled "Zoning Ordinance" of the City of Danville, 1986 as amended. Language proposed to be added is in italics.

D. - Off-Street Parking Area Layout and Dimensions.

1. All parking spaces must prevent vehicles from extending over property lines, into right-of-way, or over sidewalks.
2. Required off-street parking areas must meet the following minimum dimensions:
 - a. Ninety-degree pattern: Parking spaces and maneuvering lanes:

Space Width	Space Length	Maneuvering Lane Width	Two Tiers of Parking + Maneuvering Lane
9.0 feet	20' 18 feet	24 feet	64 feet
9.5 feet	20' 18 feet	22 feet	62 feet
10 feet	20' 18 feet	20 feet	60 feet

CITY PLANNING COMMISSION ALTERNATIVE ACTIONS

- Recommend continuation to a future meeting.
- Recommend approval as submitted.
- Recommend approval with conditions determined by the Planning Commission.
- Recommend denial.

Council Letter

City of Danville, Virginia



CL - 452

NEW BUSINESS F.

City Council REGULAR MEETING

Meeting Date: May 2, 2023

Subject: Consideration of the Fiscal Year 2024 Danville Public Schools Budget.

From: Henrietta Weaver, Budget Director

COUNCIL ACTION

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, 2024.

FIRST READING

SUMMARY

The Public Hearing for the Fiscal Year 2024 School Board Budget is scheduled for May 2, 2023. The City's Budget for Support of Schools includes \$25,365,776 for Support of Operations, and \$1,874,690 for Debt Service, for a grand total of \$27,240,466.

RECOMMENDATION

It is recommended the City Council approve the attached Resolution approving the Fiscal Year 2024 Danville Public Schools Budget.

Attachments

1. 452- CL Resolution School Board Budget
-

PRESENTED: _____

ADOPTED: _____

RESOLUTION NO. 2023- ____ - ____

A RESOLUTION APPROVING THE BUDGET OF THE SCHOOL BOARD OF THE CITY OF DANVILLE FOR THE FISCAL YEAR ENDING JUNE 30, 2024.

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 2024 which estimate reflected total proposed expenditures in the amount of \$87,089,796; and

WHEREAS, the City shall contribute \$25,365,776 for School Operations and \$1,874,690 for School Debt Service for a total appropriation of \$27,240,466; 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 2024 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, 2024 be, and the same is hereby, approved for educational purposes subject the above recited conditions.

Approved:

Mayor

Attest:

City Clerk

Approved as to
Form and Legal Sufficiency:

City Attorney

Council Letter

City of Danville, Virginia



CL - 495

NEW BUSINESS G.

City Council REGULAR MEETING

Meeting Date: May 2, 2023

Subject: Consideration of Adjusting Utility Rates for Utility Services.

From: Jason Grey, Director of Utilities

COUNCIL ACTION

1. Public Hearing
2. An Ordinance Adjusting Utility Rates for Utility Services Effective July 1, 2023.

SUMMARY

The 2023 Biennial Rate Study was recommended by the Danville Utility Commission at their February meeting. Utility Financial Solutions, a qualified utility rate consultant, completed the recommended rate study slated to go into effect on July 1, 2023, if approved by City Council. The proposed adjustments include an increase in water rates and a revenue-neutral rate adjustment for electric customers. Residential water customers that consume approximately 4,000 gallons per month will see a \$1.25/month or 1.09% increase in water rates. Electric customers who use 1,500 kilowatt-hours per month will not see an increase or a decrease. However, an electric customer who uses 700 kilowatt-hours per month will see an increase of \$0.80/month. There are street lighting and customer lighting rate increases recommended based on the study results. The majority of the lighting rate increases are associated with the increase in material costs due to supply chain issues.

There are no recommended changes to the wastewater and natural gas rates. Most of the capital projects in these two funds are funded with fiscal year revenues. Please review the supporting documentation for the details on the proposed utility rate adjustments in water and electric. The benefit of completing this study is to align utility rates based on the cost to provide service by customer class. It is our goal for each customer class to be able to recoup their own cost of providing service.

BACKGROUND

The 2023 biennial rate study was completed by Utility Financial Solutions and presented to the Utility Commission at the December 2022 meeting. The study describes financial targets, revenue requirements, and proposed changes for the next two fiscal years for each customer class. Substantial improvements continue to be made to the utility infrastructure, and operational improvements are ongoing. These combined efforts reflect our commitment to provide safe, reliable utility services at the lowest rates currently possible.

Chapter 2, Article I of the Danville City Code delegates to the Utility Commission responsibility for determining and establishing such policies as, non-consumption utility fees, utility extensions, service fee connections, and other general service policies not designated to City Council.

RECOMMENDATION

Staff recommends City Council adopt the accompanying Ordinance authorizing modifications to utility services for Fiscal Years 2024 and 2025. The Danville Utility Commission supported these modifications during their budget review.

Attachments

1. Ordinance
 2. Public Notice - 2023 Utility Rate Adjustments
 3. Appendices for rate study 2023
-

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2023-____.____

AN ORDINANCE ADJUSTING UTILITY RATES FOR UTILITY SERVICES
EFFECTIVE JULY 1, 2023.

WHEREAS, the City of Danville has established a Utility Commission to set
policies and recommend utility rates for adoption by the City Council; and

WHEREAS, the Danville Utility Commission has overseen a comprehensive
utility rate study that afforded public information and involvement opportunities, and the
Commission has recommended that certain utility rate adjustments be put into effect in
Fiscal Year 2024 and Fiscal Year 2025.

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of
Danville, Virginia, that effective July 1, 2023, the rates and charges for the City of Danville's
utility services be established, authorized, and approved as contained in the Appendix A,
B, and C attached hereto and made part hereof as it fully set forth within this Ordinance.

Approved:

Mayor

Attest:

City Clerk

Approved as to
Form and Legal Sufficiency:

City Attorney

APPENDIX A – WATER and WASTEWATER ACCOUNTS

Existing and Rates Effective July 1, 2019

	Current Rate	Proposed Rate
Wastewater		
Consumption Charge (per 100 cubic feet)	\$2.58	\$2.38
Water		
Consumption Charge (per 100 cubic feet)	\$2.40	\$2.60
Processed Industrial Water- capital projects (per 100 cubic feet)		\$0.255

APPENDIX B – NATURAL GAS ACCOUNTS

Existing and Rates Effective July 1, 2019

Natural Gas	Current Rate	Proposed Rate
Residential (per therm)	\$0.335	\$0.2825
Firm Commercial		
First 5,000 therms	\$0.335	\$0.2825
Over 5,000 therms	\$0.305	\$0.2525
Firm Industrial Gas Service (per therm)		
First 5,000 therms	\$0.335	\$0.245
Next 95,000 therms	\$0.305	\$0.215
Over 100,000 therms	\$0.21375	\$0.120
Interruptible Commercial Gas Service (per therm)		
First 15,000 therms (April-October)	\$0.19025	\$0.151
Over 15,000 therms (April-October)	\$0.14350	\$0.105
First 15,000 therms (November-March)	\$0.19525	\$0.156
Over 15,000 therms (November-March)	\$0.14850	\$0.11
Interruptible Industrial Gas Service (per therm)	\$0.15	\$0.115
Interruptible Transportation Gas Service (per therm)	\$0.15	\$0.145

APPENDIX C – TELECOMMUNICATIONS ACCOUNTS

Existing and Rates Effective July 1, 2019

Telecommunication	Current Rate	Proposed Rate
Customer Premise Equipment Charge (per month)	\$8.80	\$12.00
Asymmetric Circuits (per month)		
10/1 Meg GPON		\$25.00
100/10 Meg GPON		\$65.00
1000/50 Meg GPON		\$95.00
1000/100 Meg GPON		\$135.00
Symmetric Circuits (per month)		
25/25 Meg		\$76.00
50/50 Meg		\$155.00
100/100 Meg		\$225.00
250/250 Meg		\$475.00
500/500 Meg		\$765.00
1000/1000 Meg		\$925.00
10 Gig/10 Gig		\$2,250.00

**APPENDIX D – ELECTRIC: LED CUSTOMER LIGHTING AND STREET LIGHTING
ACCOUNTS**

Existing and Rates Effective July 1, 2019

Electric	Current Rate	Proposed Rate
LED Customer Lighting (per month)		
53W LED Existing		\$8.40
53W LED Overhead Wood		\$12.20
73W LED Existing		\$9.20
73W LED Overhead Wood		\$13.00
106W LED Existing		\$10.40
106W LED Overhead Wood		\$14.20
161W LED Existing		\$11.75
161W LED Overhead Wood		\$15.55
LED Street Lighting (per month)		
53W LED Existing		\$8.40
53W LED Overhead Wood		\$13.75
53W LED Underground Wood		\$15.25
53W LED Underground Aluminum		\$19.70
73W LED Existing		\$9.20
73W LED Overhead Wood		\$14.55
73W LED Underground Wood		\$16.05
73W LED Underground Aluminum		\$20.50
106W LED Existing		\$10.40
106W LED Overhead Wood		\$15.75
106W LED Underground Wood		\$17.25
106W LED Underground Aluminum		\$21.70
161W LED Existing		\$11.75
161W LED Overhead Wood		\$17.10
161W LED Underground Wood		\$18.60
161W LED Underground Aluminum		\$23.05

APPENDIX E – ELECTRIC WORSHIP SANCTUARY SERVICE RATE ACCOUNTS

Existing and Rates Effective July 1, 2020

Worship Sanctuary Service Rate (Effective July 1, 2020)	Current	Proposed
Customer Charge	\$24.00	\$50.00
Energy Charge (per kilowatt hour)	\$0.121	\$0.1075
Demand Charge		\$2.60

PUBLIC HEARING ON PROPOSED UTILITY RATE ADJUSTMENTS

A Public Hearing will be held by the City Council of Danville, Virginia on Tuesday, May 2, 2023, 7:00 p.m., or as soon after as may be heard, in the Council Chambers, Fourth Floor, Municipal Building, 427 Patton Street to receive comments concerning the proposed Fiscal Year (FY) 2024 utility rate changes to be effective for bills issued August 1, 2023.

WATER ACCOUNTS

	Current	Proposed	Increase/Decrease
Water Consumption Rate (per 100 Cubic Feet)	\$2.50	\$2.55	2.0%
Customer Charge			
5/8"	\$9.50	\$10.50	10.5%
1"	\$23.00	\$26.00	13.0%
1.5"	\$48.50	\$54.00	11.3%
2"	\$76.50	\$85.00	11.1%
3"	\$145.00	\$160.00	10.4%
4"	\$232.50	\$256.00	10.1%
6"	\$460.50	\$507.00	10.1%
8"	\$735.50	\$810.00	10.1%
Water Large Industrial Rate (per 1,000 Gallons)			
Over 1,000,000 GPD	\$2.10	\$2.15	2.4%
500,000 to 1,000,000	\$2.25	\$2.30	2.2%
200,000 to 500,000	\$2.40	\$2.45	2.1%

RESIDENTIAL WATER BILL EXAMPLE

	Consumption (100 CCF)	Current	Proposed
Customer Charge (5/8")	-	\$9.50	\$10.50
Consumption	5	5 * \$2.50 = \$12.50	5 * \$2.55 = \$12.75
TOTAL		\$22.00	\$23.25
% Increase			1.09%

ELECTRIC ACCOUNTS

Electric – Customer Charge	Current	Proposed	Increase/Decrease
Residential (RS)	\$11.00	\$12.50	13.6%
Small General Service (SGS)	\$16.50	\$19.00	15.1%
Worship Sanctuary (WSS-15)	\$50.00	\$52.00	4.0%
Medium General Service (MGS-1)	\$100.00	\$125.00	25.0%
Medium General Service (MGS-2)	\$75.00	\$75.00	0.0%
Medium General Service (MGS-3)	\$120.00	\$150.00	25.0%
Large General Service (LGS-1)	\$450.00	\$500.00	11.1%
Large General Service (LGS-2)	\$450.00	\$500.00	11.1%
Large General Service (LGS-3)	\$450.00	\$450.00	0.0%
High Load Factor Industrial Rate (HLF)	\$745.00	\$800.00	7.4%

Electric Customer	Energy Current Price Per kWh	Energy Proposed Price Per kWh	Energy Monthly Increase/Decrease	Demand Current Price Per kW	Demand Proposed Price Per kW	Demand Monthly Increase/Decrease
Residential (RS)	\$0.1200	\$0.1190	(0.83%)	-	-	-
Small General (SGS)	\$0.1200	\$0.1190	(0.83%)	-	-	-
Worship Sanctuary (WGS-15)	\$0.01075	\$0.1088	1.21%	\$2.60	\$3.00	15.4%

Medium General (MGS-1)	\$0.0690	\$0.0665	(3.62%)	\$14.00	\$14.50	3.6%
Medium General (MGS-2)	\$0.0628	\$0.0589	(6.21%)	\$13.14	\$13.14	0%
Medium General (MGS-3)	\$0.0735	\$0.0687	(0.94%)	\$14.00	\$14.50	3.6%
Large General (LGS-1)	\$0.0640	\$0.0600	(0.94%)	\$17.04	\$17.50	2.7%
Large General (LGS-2)	\$0.0630	\$0.0583	(0.93%)	\$16.79	\$17.25	2.7%
Large General (LGS-3)	\$0.0640	\$0.0600	(0.94%)	\$17.04	\$17.50	2.7%
High Load Factor – HLF	Market	Market		\$6.29	\$6.50	3.4%

RESIDENTIAL ELECTRIC BILL EXAMPLE

	Consumption (kWh)	Current	Proposed
Customer Charge	-	\$11.00	\$12.50
Energy Charge	1000	$\$0.12 * 1000 = \120.00	$\$0.1190 * 1000 = \119.00
PCA per kWh	1000	$\$0.02 * 1000 = \20.00	$\$0.02 * 1000 = \20.00
TOTAL		\$151.00	\$151.50
% Increase			0.33%

CUSTOMER LIGHTS

LED	Current (Existing Pole)	Proposed (Existing Pole)
53W-Code 30	\$8.40	\$8.57
73W-Code 32	\$9.20	\$9.38
106W-Code 34	\$10.35	\$10.56
161W-Code 36	\$11.60	\$11.83
LED	Current (New Wood Pole)	Proposed (New Wood Pole)
53W-Code 31	\$12.40	\$12.65
73W-Code 33	\$13.20	\$13.46
106W-Code 35	\$14.35	\$14.64
161W-Code 37	\$15.60	\$15.91
Decorative LED (Sternberg, Colonial, Acorn, Contemporary)		
		Proposed
70W-New Code (Replaces codes 50,51,63,64,69,70,71,72,73)		\$24.50

STREETLIGHTS

LED	Current (Existing Pole)	Proposed (Existing Pole)
53W-Code 80	\$8.40	\$8.57
73W-Code 84	\$9.20	\$9.38
106W-Code 88	\$10.35	\$10.56
161W-Code 92	\$11.60	\$11.83
LED	Current (New Wood Pole)	Proposed (New Wood Pole)
53W-Code 81	\$12.40	\$12.65
73W-Code 85	\$13.20	\$13.46
106W-Code 89	\$14.35	\$14.64
161W-Code 93	\$15.60	\$15.91
LED	Current (Wood Pole - Underground)	Proposed (Wood Pole - Underground)
53W Code 82	\$15.55	\$15.86
73W-Code 86	\$9.20	\$9.38
106W-Code 90	\$10.35	\$10.56
161W-Code 94	\$11.60	\$11.83
LED	Current (Aluminum Pole - Underground)	Proposed (Aluminum Pole - Underground)

53W Code 83	\$20.15	\$20.55
73W-Code 87	\$20.95	\$21.37
106W-Code 91	\$22.10	\$22.54
161W-Code 95	\$23.35	\$23.82
Decorative LED (Sternberg, Colonial, Acorn, Contemporary)		
		Proposed
70W-New Code (Replaces codes 6,17,18,19)		\$24.50

Any concerns of the public about this matter should be presented at the scheduled public hearing. A copy of the proposed rate increase ordinance is available for examination in the Office of the City Clerk, Room 428, 427 Patton Street, Municipal Building, Danville, Virginia, Monday through Friday 8:00 a.m. to 5:00 p.m. The City of Danville operates water, wastewater, gas, and electric utilities as authorized under Code of Virginia Section 15.2-2109.

BY AUTHORITY OF THE COUNCIL
CITY OF DANVILLE, VIRGINIA
Susan M. DeMasi, CMC, City Clerk

APPENDIX A – WATER ACCOUNTS

Existing and Rates Effective July 1, 2023

Water	Current Rate	Proposed Rate
Consumption Charge (per 100 cubic feet)	\$2.50	\$2.55
5/8"	\$9.50	\$10.50
1"	\$23.00	\$26.00
1.5"	\$48.50	\$54.00
2"	\$76.50	\$85.00
3"	\$145.00	\$160.00
4"	\$232.50	\$256.00
6"	\$460.50	\$507.00
8"	\$735.50	\$810.00
Water Large Industrial Rate (per 1,000 gallons)		
Over 1,000,000 GPD	\$2.10	\$2.15
500,000 to 1,000,000	\$2.25	\$2.30
200,000 to 500,000	\$2.40	\$2.45

APPENDIX B – ELECTRIC: LED CUSTOMER LIGHTING AND STREET LIGHTING ACCOUNTS

Existing and Rates Effective July 1, 2023

Customer Lighting

LED	Current	Proposed
53W (Existing Pole)	\$8.40	\$8.57
53W (New Wood Pole)	\$12.40	\$12.65
73W (Existing Pole)	\$9.20	\$9.38
73W (New Wood Pole)	\$13.20	\$13.46
106W (Existing Pole)	\$10.35	\$10.56
106W (New Wood Pole)	\$14.35	\$14.64
161W (Existing Pole)	\$11.60	\$11.83
161W (New Wood Pole)	\$15.60	\$15.91
Decorative LED (Sternberg, Colonial, Acorn, Contemporary)		
	Current	Proposed
70W		\$24.50

Street Lighting

LED	Current	Proposed
53W (Existing Pole)	\$8.40	\$8.57
53W (New Wood Pole)	\$12.40	\$12.65
53W (Wood Pole – Underground)	\$15.55	\$15.86
53W (Aluminum Pole – Underground)	\$20.15	\$20.55
73W (Existing Pole)	\$9.20	\$9.38
73W (New Wood Pole)	\$13.20	\$13.46
73W (Wood Pole – Underground)	\$9.20	\$9.38
73W (Aluminum Pole – Underground)	\$20.95	\$21.37
106W (Existing Pole)	\$10.35	\$10.56
106W (New Wood Pole)	\$14.35	\$14.64
106W (Wood Pole – Underground)	\$10.35	\$10.56
106W (Aluminum Pole – Underground)	\$22.10	\$22.54
161W (Existing Pole)	\$11.60	\$11.83
161W (New Wood Pole)	\$15.60	\$15.91
161W (Wood Pole – Underground)	\$11.60	\$11.83
161W (Aluminum Pole – Underground)	\$23.35	\$23.82
Decorative LED (Sternberg, Colonial, Acorn, Contemporary)		
	Current	Proposed
70W		\$24.50

APPENDIX C – ELECTRIC ACCOUNTS

Existing and Rates Effective July 1, 2023

Electric Accounts	Current	Proposed
Residential (RS) Customer Charge	\$11.00	\$12.50
Residential (RS) Energy Charge	\$0.1200	\$0.1190
Small General (SGS) Customer Charge	\$16.50	\$19.00
Small General (SGS) Energy Charge	\$0.1200	\$0.1190
Worship Sanctuary (WSS-15) Customer Charge	\$50.00	\$52.00
Worship Sanctuary (WSS-15) Energy Charge	\$0.01075	\$0.1088
Worship Sanctuary (WSS-15) Demand Charge	\$2.60	\$3.00
Medium General (MGS-1) Customer Charge	\$100.00	\$125.00
Medium General (MGS-1) Energy Charge	\$0.0690	\$0.0665
Medium General (MGS-1) Demand Charge	\$14.00	\$14.50
Medium General (MGS-2) Customer Charge	\$75.00	\$75.00
Medium General (MGS-2) Energy Charge	\$0.0628	\$0.0589
Medium General (MGS-2) Demand Charge	\$13.14	\$13.14
Medium General (MGS-3) Customer Charge	\$120.00	\$150.00
Medium General (MGS-3) Energy Charge	\$0.0735	\$0.0687
Medium General (MGS-3) Demand Charge	\$14.00	\$14.50
Large General (LGS-1) Customer Charge	\$450.00	\$500.00
Large General (LGS-1) Energy Charge	\$0.0640	\$0.0600
Large General (LGS-1) Demand Charge	\$17.04	\$17.50
Large General (LGS-2) Customer Charge	\$450.00	\$500.00
Large General (LGS-2) Energy Charge	\$0.0630	\$0.0583
Large General (LGS-2) Demand Charge	\$16.79	\$17.25
Large General (LGS-3) Customer Charge	\$450.00	\$500.00
Large General (LGS-3) Energy Charge	\$0.0640	\$0.0600
Large General (LGS-3) Demand Charge	\$17.04	\$17.50
High Load Factor (HLF) Customer Charge	\$745.00	\$800.00
High Load Factor (HLF) Energy Charge	Market	Market
High Load Factor (HLF) Demand Charge	\$6.29	\$6.50

Council Letter

City of Danville, Virginia



CL - 510

NEW BUSINESS H.

City Council REGULAR MEETING

Meeting Date: May 2, 2023

Subject: Consideration of Amending the Personnel System Ordinance.

From: Sara Weller, Director of Human Resources

COUNCIL ACTION

An Ordinance Amending the Personnel System of the City of Danville Providing for the Classification, Compensation, and Employee Development for Employment Positions of the City.

SUMMARY

At the request of City Council, the City conducted a comprehensive market study to create a new compensation plan with market competitive salaries. Berkley Group was selected to conduct the study, which began in January 2023 and finished in April 2023. The recommended compensation system is complete and ready for adoption by City Council.

BACKGROUND

The City maintains a goal of providing competitive compensation and benefits to employees, which assists with both recruitment and retention. Historically, comprehensive market studies have been conducted every 3-5 years. The last comprehensive study was conducted in 2019. The most recent study was completed in 2023.

In the most recent study, Berkley Group identified that the City's current compensation plan lags the market and a new plan is recommended. The recommended plan is designed using 100% of the average market minimums collected from benchmark organizations. As a result, the City's starting pay is competitive with the current market for each pay grade. The plan begins at \$15/hour, which is an increase from the current plan that starts at \$11/ hour. Starting pay affects the City's competitiveness when recruiting candidates.

For current full-time employees, a couple of actions are being taken. First, any current employee with a salary below the newly assigned pay grade's minimum will be brought to the minimum of the new grade. Second, the City is working with Berkley to identify years of service zones that provide employees an increase based on their most recent hire date. In addition to these steps, employees that are eligible will receive a pay for performance increase in FY24. Combined, these actions assist in moving current full-time employee salaries away from the minimum of the new pay grades, which ensures new hires with minimal experience will not start at the same salary as more experienced employees.

Adopting the new compensation plan moves the City's average market minimums from 94.14% to 102.18% and average actual employee pay from 95.18% of the market average to 100.08%. Overall, the City's benefits are identified as being on par with or greater than the benchmark organizations, so

no changes are recommended to benefits at this time. Moving forward, the City intends to conduct comprehensive market studies every three years, which should assist with maintaining market competitiveness.

The only change to the Personnel System at this time is the Compensation System. The other components of the System will be brought to Council in June for review and adoption.

RECOMMENDATION

It is recommended that City Council adopt the attached ordinance reflecting changes to the City of Danville's Personnel System, specifically the Compensation System.

Attachments

1. Ordinance
 2. Schematic List
-

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2023-____.____

AN ORDINANCE AMENDING THE PERSONNEL SYSTEM OF THE CITY OF DANVILLE PROVIDING FOR THE CLASSIFICATION, COMPENSATION, AND EMPLOYEE DEVELOPMENT FOR EMPLOYMENT POSITIONS OF THE CITY.

WHEREAS, certain revisions need to be made to the Personnel System of the City of Danville for the purpose of providing for the Classification of and Compensation for the employment positions of the City, responsibilities hereunder and the administration thereof, and to make other appropriate changes in the provisions of the Personnel System of the City of Danville, as adopted and ordained in Ordinance No. 83-11.16, adopted November 28, 1983.

WHEREAS, revisions to the Classification system including formatting, editing, and creation of new class descriptions is necessary for alignment with the Compensation system the City Manager upon recommendation of the Director of Human Resources may, during the fiscal year, make necessary adjustments to the Classification system without presentation of each class description to the Council of the City of Danville.

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Danville, Virginia, that the Personnel System of the City of Danville be, and is hereby, amended and reordained, as attached hereto and made a part hereof as if fully set out herein; and

BE IT FURTHER ORDAINED that all Chapters, Sections, Subsections, Sub-subsections, Paragraphs, Subparagraphs, Class Descriptions, and provisions of said Personnel System of the City of Danville, as heretofore amended, which are not amended or repealed by this Ordinance, shall continue in full force and effect unless and until the same be, and are hereby, reordained; and

BE IT FINALLY ORDAINED that this Ordinance shall become and be effective
on and as of May 1, 2023.

Approved:

Mayor

Attest:

City Clerk

Approved as to
Form and Legal Sufficiency:

City Attorney

City of Danville Schematic List as of 5/1/2023

Class Code	Job Title	Grade	Minimum	Midpoint	Maximum
1002	FILE CLERK	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
1003	ADMINISTRATIVE SPECIALIST	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
1005	SENIOR ADMINISTRATIVE SPECLT	GN2	\$ 32,973.70	\$ 45,338.83	\$ 57,703.97
1007	SECRETARY	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
1009	SENIOR SECRETARY	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
1011	EXECUTIVE SECRETARY	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
1025	LEGAL SECRETARY	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
1028	LEGAL ASSISTANT	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
1029	JUDICIAL ASSISTANT	GE3	\$ 51,954.26	\$ 71,437.11	\$ 90,919.95
1032	ADMINISTRATIVE ASSISTANT	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
1039	LAW CLERK	GE3	\$ 51,954.26	\$ 71,437.11	\$ 90,919.95
1042	DEPUTY CLERK	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
1045	DEPUTY REGISTRAR	GN2	\$ 32,973.70	\$ 45,338.83	\$ 57,703.97
1046	ASSISTANT DEPUTY REGISTRAR	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
1047	CLERK OF COUNCIL	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
1049	SENIOR ADMINISTRATIVE ASSISTNT	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
1075	INTERN	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
1101	CASHIER	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
1102	SENIOR CASHIER	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
1105	COLLECTIONS CLERK I	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
1106	COLLECTIONS CLERK II	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
1107	SENIOR COLLECTIONS CLERK	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
1108	CUSTOMER ACCOUNT REPRESENTATIV	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
1111	DELINQUENT COLLECTIONS CORDNTR	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
1120	DIV DIR OF CUSTOMER ACCOUNTS	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
1121	COLLECTIONS CUST ACCT MANAGER	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
1122	SERV/BILL CUST ACCT MANAGER	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
1131	UTILITY BILLING CLERK	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
1133	UTILITY SPECIAL BILLING CLERK	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
1134	SENIOR UTILITY BILLING CLERK	GN6	\$ 40,846.79	\$ 56,164.34	\$ 71,481.89
1137	AMI SUPPORT TECHNICIAN	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
1139	SR CUS ACCOUNT/TRAINING REP	GN6	\$ 40,846.79	\$ 56,164.34	\$ 71,481.89

1201	ACCOUNT CLERK	GN2	\$ 32,973.70	\$ 45,338.83	\$ 57,703.97
1203	SENIOR ACCOUNT CLERK	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
1211	PAYROLL TECHNICIAN	GN6	\$ 40,846.79	\$ 56,164.34	\$ 71,481.89
1220	ACCOUNTANT III	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
1221	ACCOUNTANT I	GE1	\$ 44,542.40	\$ 61,245.80	\$ 77,949.21
1223	ACCOUNTANT II	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
1224	BUSINESS SYSTEMS ACCOUNTANT	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
1226	INTERNAL AUDITOR	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
1227	STAFF AUDITOR	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
1228	SENIOR INTERNAL AUDITOR	GE7	\$ 70,683.20	\$ 97,189.39	\$ 123,695.59
1229	ASSISTANT DIRECTOR OF FINANCE	GE10	\$ 94,079.33	\$ 129,359.08	\$ 164,638.83
1241	REAL ESTATE ASSESSMENT CLERK	GN2	\$ 32,973.70	\$ 45,338.83	\$ 57,703.97
1242	SENIOR REAL ESTATE ASSEST CLK	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
1246	REAL ESTATE APPRAISER I	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
1247	REAL ESTATE APPRAISER II	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
1248	REAL ESTATE APPRAISER III	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
1249	DIVISN DIR OF REAL ESTATE ASSE	GE7	\$ 70,683.20	\$ 97,189.39	\$ 123,695.59
1303	PRINTER	GN2	\$ 32,973.70	\$ 45,338.83	\$ 57,703.97
1305	SENIOR PRINTER	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
1309	PRINT SHOP TECHNICIAN	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
1311	PRINT SHOP SUPERVISOR	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
1321	PURCHASING CLERK	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
1323	SENIOR PURCHASING CLERK	GN6	\$ 40,846.79	\$ 56,164.34	\$ 71,481.89
1326	PROCUREMENT OFFICER	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
1327	DIVISION DIR OF PURCHASING	GE7	\$ 70,683.20	\$ 97,189.39	\$ 123,695.59
1329	CHIEF FINANCIAL OFFICER	EXEC	\$ 128,198.57	\$ 192,297.85	\$ 256,397.13
1401	HR COORDINATOR I	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
1402	HR COORDINATOR II	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
1404	HR BUSINESS PARTNER I	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
1406	HR TRAINING & BUSINESS SYSTEM MGR	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
1408	ORGANIZATION DEVELOPMENT CNSLT	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
1409	DIRECTOR OF HUMAN RESOURCES	EXEC	\$ 128,198.57	\$ 192,297.85	\$ 256,397.13
1410	HR BUSINESS PARTNER II	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
1411	HR ASSISTANT	GN6	\$ 40,846.79	\$ 56,164.34	\$ 71,481.89
1505	TRAINING & SAFETY MANAGER	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14

1509	APPLICATIONS SPECIALIST III	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
1510	SOLUTIONS INTEGRATION DEVELOPR	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
1511	TECHNICAL SUPPORT SPECIALST II	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
1512	CLIENT SOLUTION SPECIALIST III	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
1514	TECHNICAL SUPPORT SPECIALIST I	GN6	\$ 40,846.79	\$ 56,164.34	\$ 71,481.89
1516	CLIENT SOLUTIONS SPECIALIST II	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
1517	SERVICE DESK ANALYST III	GN9	\$ 49,567.09	\$ 68,154.75	\$ 86,742.41
1521	PROGRAMMER I	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
1524	DIV DIR APPLICATION SOLUTIONS	GE9	\$ 85,526.67	\$ 117,599.17	\$ 149,671.67
1525	PROGRAMMER III	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
1526	GIS SPECIALIST II	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
1527	APPLICATIONS SPECIALIST IV	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
1529	NETWORK ADMINISTRATOR I	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
1530	APPLICATIONS SPECIALIST I	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
1531	TECHNICAL SUPPORT MANAGER	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
1532	DIVN DIR OF INFRA & OPERATIONS	GE9	\$ 85,526.67	\$ 117,599.17	\$ 149,671.67
1533	NETWORK ADMINISTRATOR III	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
1534	SYSTEM ADMINISTRATOR III	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
1535	NETWORK ENGINEER	GE7	\$ 70,683.20	\$ 97,189.39	\$ 123,695.59
1537	IT PROJECT MANAGER	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
1539	DEP. CHIEF INFORMATION OFFICER	GE10	\$ 94,079.33	\$ 129,359.08	\$ 164,638.83
1540	CHIEF INFORMATION OFFICER	EXEC	\$ 128,198.57	\$ 192,297.85	\$ 256,397.13
1541	DIV DIR OF CLIENT SERVICES	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
1543	CLIENT SOLUTIONS SPECIALIST I	GN10	\$ 53,532.46	\$ 73,607.13	\$ 93,681.80
1547	SERVICE DESK ANALYST II	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
1549	SERVICE DESK ANALYST I	GN6	\$ 40,846.79	\$ 56,164.34	\$ 71,481.89
1560	SOLUTIONS INTEGRATION SPEC	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
1563	APPLICATIONS SPECIALIST II	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
1565	PROGRAMMER IV	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
1567	PROGRAMMER II	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
1569	GIS SPECIALIST IV	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
1571	GIS SPECIALIST I	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
1573	CHIEF SEC OFFICER	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
1575	NETWORK ADMINISTRATOR II	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
1577	SYSTEMS ENGINEER	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15

1579	SYSTEMS ADMINISTRATOR IV	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
1581	SYSTEMS ADMINISTRATOR II	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
1583	SYSTEMS ADMINISTRATOR I	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
1585	TECHNICAL SUPPORT SPEC III	GN9	\$ 49,567.09	\$ 68,154.75	\$ 86,742.41
1730	GIS TECHNICIAN	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
1731	GIS COORDINATOR	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
1732	GIS SPECIALIST III	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
1734	IT SCADA SYSTEMS ANALYST	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
1810	ASSISTANT CITY ATTORNEY I	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
1811	ASSISTANT CITY ATTORNEY II	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
1812	DEPUTY CITY ATTORNEY	GE9	\$ 85,526.67	\$ 117,599.17	\$ 149,671.67
1918	ASSISTANT TO THE CITY MANAGER	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
1919	DIRECTOR OF BUDGET	GE9	\$ 85,526.67	\$ 117,599.17	\$ 149,671.67
1925	MULTIMEDIA DESIGN MANAGER	GE7	\$ 70,683.20	\$ 97,189.39	\$ 123,695.59
1927	PUBLIC INFORMATION OFFICER	GE7	\$ 70,683.20	\$ 97,189.39	\$ 123,695.59
1930	VIOLENCE PREVENTION MANAGER	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
1932	VIOLENCE PREVENTION OUTREACH WORKER	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
1933	COMMUNITY LIAISON	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
1934	ATHLETIC LIFE COACH	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
1935	ASSISTANT VIOLENCE PREV MANAGER	GE3	\$ 51,954.26	\$ 71,437.11	\$ 90,919.95
1970	TRAVEL COUNSELOR I	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
1971	TRAVEL COUNSELOR II	GN2	\$ 32,973.70	\$ 45,338.83	\$ 57,703.97
1972	WELCOME CENTER MANAGER	GE3	\$ 51,954.26	\$ 71,437.11	\$ 90,919.95
1973	MARKETING COORDINATOR	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
1974	TOURISM SALES COORDINATOR	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
1975	SPECIAL PROJECT MANAGER	GE3	\$ 51,954.26	\$ 71,437.11	\$ 90,919.95
1976	ED TOURISM MANAGER	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
1977	MARKETING & RESEARCH MANAGER	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
1978	ASST DIR OF ECONOMIC DEVELOPMT	GE9	\$ 85,526.67	\$ 117,599.17	\$ 149,671.67
1979	ECONOMIC DEVELOP PROJECT MGR	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
1980	DIRECTOR OF ECONOMIC DEVELOPMT	EXEC	\$ 128,198.57	\$ 192,297.85	\$ 256,397.13
1991	DEPUTY CITY MANAGER	EXEC	\$ 128,198.57	\$ 192,297.85	\$ 256,397.13
2001	PERMIT TECHNICIAN	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
2009	PROP MAINT CODE SUPERVISOR	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
2010	PROPERTY MAINTENANCE INSPECTOR	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80

2013	BUILDING INSPECTOR	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
2014	ELECTRICAL INSPECTOR	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
2015	MECHANICAL INSPECTOR	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
2017	PLUMBING/CROSS CONNECTION INSP	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
2020	LEAD SAFE PROGRAM MANAGER	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
2021	LEAD SAFE PROGRAM COST EST/INSP	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
2025	INSPECTIONS SUPERVISOR	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
2029	DIVISION DIR OF INSPECTIONS	GE9	\$ 85,526.67	\$ 117,599.17	\$ 149,671.67
2041	COST ESTIMATOR/INSPECTOR	GN6	\$ 40,846.79	\$ 56,164.34	\$ 71,481.89
2045	HOUSING GRANT ENV REVIEW SPEC	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
2047	HOUSING & REDEVELOPMENT SPEC	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
2049	HOUSING & DEV DIVISION DIRECTOR	GE9	\$ 85,526.67	\$ 117,599.17	\$ 149,671.67
2061	PLANNING TECHNICIAN	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
2063	ASSOCIATE PLANNER	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
2064	SENIOR PLANNER	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
2099	DIVISION DIRECTOR OF PLANNING	GE9	\$ 85,526.67	\$ 117,599.17	\$ 149,671.67
2199	DIRECTOR OF COMMUNITY DEVELOP	EXEC	\$ 128,198.57	\$ 192,297.85	\$ 256,397.13
3001	CUSTODIAN	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
3003	SENIOR CUSTODIAN	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
3005	CUSTODIAN SUPERVISOR	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
3011	PUBLIC SERVICE WORKER	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
3012	PUBLIC SERVICE WORKER/OPERATOR	GN2	\$ 32,973.70	\$ 45,338.83	\$ 57,703.97
3014	SOLID WASTE COLLECTOR	GN2	\$ 32,973.70	\$ 45,338.83	\$ 57,703.97
3016	GROUNDKEEPER	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
3019	CONSTRUCTION WORKER	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
3022	SANITATION OPERATOR I	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
3024	SANITATION OPERATOR II	GN6	\$ 40,846.79	\$ 56,164.34	\$ 71,481.89
3031	MOTOR EQUIPMENT OPERATOR I	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
3032	MOTOR EQUIPMENT OPERATOR II	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
3033	MOTOR EQUIPMENT OPERATOR III	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
3035	CCTV TECHNICIAN	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
3036	HEAVY EQUIPMENT OPERATOR	GN6	\$ 40,846.79	\$ 56,164.34	\$ 71,481.89
3040	RECYCLING CENTER OPERATOR	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
3101	CREW SUPERVISOR	GN6	\$ 40,846.79	\$ 56,164.34	\$ 71,481.89
3102	PW CREW SUPERVISOR	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80

3105	GENERAL SUPERVISOR	GN10	\$ 53,532.46	\$ 73,607.13	\$ 93,681.80
3109	CEMETERY SUPERVISOR	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
3201	WAREHOUSE STOCK CLERK	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
3203	PW WAREHOUSE CLERK	GN2	\$ 32,973.70	\$ 45,338.83	\$ 57,703.97
3303	BUILDING MAINTENANCE MECH I	GN2	\$ 32,973.70	\$ 45,338.83	\$ 57,703.97
3304	BUILDING MAINTENANCE MECH II	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
3305	BUILDING MAINTENANCE SUPERINT	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
3306	BUILDING MAINTENANCE MCHNC III	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
3401	HORTICULTURIST	GN10	\$ 53,532.46	\$ 73,607.13	\$ 93,681.80
3498	AUTOMOTIVE SERVICE ATTENDANT	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
3501	AUTOMOTIVE EQUIPMENT MECH I	GN2	\$ 32,973.70	\$ 45,338.83	\$ 57,703.97
3511	AUTOMOTIVE EQUIPMENT MECH II	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
3512	TRANSIT MECHANIC	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
3515	WELDER	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
3517	HEAVY EQUIPMENT MECHANIC	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
3519	AUTOMOTIVE EQUIPMENT MECH III	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
3521	AUTOMOTIVE SERVICE TECHNICIAN	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
3525	EQUIPMENT MAINTENANCE SUPERVIS	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
3601	SIGN TECHNICIAN	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
3603	TRAFFIC SIGNAL TECHNICIAN	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
3605	SR TRAFFIC SIGNAL TECHNICIAN	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
3607	TRAFFIC CONTROL CREW SUPERVISR	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
3609	TRAFFIC CONTROL OPS ENGINEER	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
3651	CODE ENFORCEMENT INSPECTOR	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
3653	CONSTRUCTION INSPECTOR	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
3655	CONSTRUCTION INSPECTIONS SUPVR	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
3701	VAN DRIVER	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
3702	BUS ATTENDANT	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
3703	AMTRACK STATION ATTENDANT	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
3710	TRANSIT DRIVER I	GN2	\$ 32,973.70	\$ 45,338.83	\$ 57,703.97
3711	TRANSIT DRIVER II	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
3712	TRANSPORTATION DISPATCHER	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
3714	TRANS GRANT SPECIAL ASST	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
3719	TRANSPORTATION SUPERVISOR	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
3731	AIRPORT MAINTEN/SECURITY TCH I	GN2	\$ 32,973.70	\$ 45,338.83	\$ 57,703.97

3733	AIRPORT MAINTEN/SECURTY TCH II	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
3734	AIRPORT OPERATIONS TOWER TECH	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
3735	TRANSPORTATION BLD & GRDS SUPT	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
3736	TRANS OPERATIONS & MAINT MGR	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
3748	DIVISION DIR OF TRANS SERV	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
3749	DIRECTOR OF TRANSPORATION SERV	EXEC	\$ 128,198.57	\$ 192,297.85	\$ 256,397.13
3801	ENGINEERING AIDE	GN2	\$ 32,973.70	\$ 45,338.83	\$ 57,703.97
3802	SR ENGINEERING TECHNICIAN	GN9	\$ 49,567.09	\$ 68,154.75	\$ 86,742.41
3803	ENGINEERING TECHNICIAN	GN6	\$ 40,846.79	\$ 56,164.34	\$ 71,481.89
3804	SR PUBLIC WORKS GIS/CAD TECH	GN9	\$ 49,567.09	\$ 68,154.75	\$ 86,742.41
3805	SURVEY PARTY SUPERVISOR	GE1	\$ 44,542.40	\$ 61,245.80	\$ 77,949.21
3815	PW PROJECT ENGINEER	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
3819	PW CHIEF ENGINEER	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
3951	COMMUNICATIONS SYSTEMS MANAGER	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
3965	DIVISION DIR OF SANITATION	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
3975	DIVISION DIRECTOR OF BUILDINGS	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
3985	DIVISION DIRECTOR OF STREETS	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
3990	DIV DIR OF PW ADMINISTRATION	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
3991	PW ADMINISTRATIVE MANAGER	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
3994	PW PROJECT MANAGER	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
3995	ASST DIR PW/CITY ENGINEER	GE10	\$ 94,079.33	\$ 129,359.08	\$ 164,638.83
3999	DIRECTOR OF PUBLIC WORKS	EXEC	\$ 128,198.57	\$ 192,297.85	\$ 256,397.13
4001	WATER TREATMENT PLT OPTR TRAIN	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
4005	WATER TREATMENT PLT OPTR III	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
4006	WATER TREATMENT PLT OPTR II	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
4007	WATER TREATMENT OPTR I	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
4008	WATER TREATMENT PLT OPTR SPVR	GN10	\$ 53,532.46	\$ 73,607.13	\$ 93,681.80
4103	INDUSTRIAL MECHANIC	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
4104	SENIOR INDUSTRIAL MECHANIC	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
4355	WATER TREATMENT MANAGER	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
4360	WATER CHEMIST	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
4399	DIVISION DIR WTR/WSTWTR TRTMNT	GE9	\$ 85,526.67	\$ 117,599.17	\$ 149,671.67
4501	DISPATCHER	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
4511	UTILITIES PIPELINE TECH I	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
4512	W&G HEAVY EQUIPMENT OPERATOR	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74

4513	W&G SERVICE TECHNICIAN	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
4514	UTILITY PIPELINE TECH II	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
4515	W&G METER TECHNICIAN	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
4516	UTILITY PIPELINE TECH III	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
4517	W&G CORROSION TECHNICIAN	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
4518	W&G PROJECT MANAGER	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
4519	W&G CREW SUPERVISOR	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
4521	W&G WELDER/CREW SUPERVISOR	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
4529	W&G CONSTRUCTION CREW SUPERVSR	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
4530	FLEET & FACILITIES MANAGER	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
4613	WG GIS ENGINEERING TECHNICIAN	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
4614	W&G SR GIS/CAD TECH	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
4615	W&G SR ENGINEERING TECHNICIAN	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
4619	W&G CHIEF ENGINEER	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
4725	W&G SYSTEMS CONTROL SUPERINTEN	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
4735	W&G DISTRIBUTION SUPERVISOR	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
4745	W&G COMPLIANCE COORDINATOR	GN10	\$ 53,532.46	\$ 73,607.13	\$ 93,681.80
4811	GAS CONTROL TECHNICIAN	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
4815	GAS SUPPLY ANALYST	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
4835	W&G DISTRIBUTION SUPERINTENDEN	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
4899	DIVISION DIR OF WATER & GAS	GE9	\$ 85,526.67	\$ 117,599.17	\$ 149,671.67
5101	ELECTRIC GROUND WORKER	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
5103	ELECT LINE OH/UG EQUIP OPER	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
5111	ELECTRIC LINE TECHNICIAN I	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
5112	ELECTRIC LINE TECHNICIAN II	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
5113	ELECTRIC LINE TECHNICIAN III	GN10	\$ 53,532.46	\$ 73,607.13	\$ 93,681.80
5115	ELECTRIC LINE CREW SUPERVISOR	GN11	\$ 57,815.06	\$ 79,495.70	\$ 101,176.35
5116	ELECTRIC VEGETATION ROW SUPER	GN10	\$ 53,532.46	\$ 73,607.13	\$ 93,681.80
5119	ELECTRIC DISTRIBUTION SUPT	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
5212	UTILITY OPERATIONS SUPERVISOR	GN10	\$ 53,532.46	\$ 73,607.13	\$ 93,681.80
5213	ELECTRIC SUBSTATION TECHNICIAN	GN9	\$ 49,567.09	\$ 68,154.75	\$ 86,742.41
5214	UTILITY OPERATOR	GN9	\$ 49,567.09	\$ 68,154.75	\$ 86,742.41
5215	ELECTRIC SUBSTATION SUPERVISOR	GN10	\$ 53,532.46	\$ 73,607.13	\$ 93,681.80
5219	ELECTRIC SUBSTATION SUPT	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
5312	ELECTRIC RIGHT OF WAY TRIMMER	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17

5315	INSPECTOR-CONTRACTOR MANAGER	GN11	\$ 57,815.06	\$ 79,495.70	\$ 101,176.35
5411	ELECTRIC METER TECHNICIAN I	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
5413	ELECTRIC METER TECHNICIAN II	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
5415	ELECTRIC METER TECHNICIAN III	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
5429	ELECTRIC METER SUPERVISOR	GN10	\$ 53,532.46	\$ 73,607.13	\$ 93,681.80
5431	UTILITIES WAREHOUSE MANAGER	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
5521	ELECTRIC ENGINEERING AIDE	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
5525	ELECTRIC GIS/CAD TECHNICIAN	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
5526	SR ELEC GIS/CAD TECHNICIAN	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
5530	ELECTRIC ENG & OPS MANAGER	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
5531	ELECTRIC ENGINEERING TECHNICIN	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
5532	ELECTRIC SR ENGINEERING TECH	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
5534	ELEC ENG TECH/COMPLIANCE COOR	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
5535	ELECTRIC ENGINEERING TECH SPVR	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
5536	SENIOR ELECTRIC ENGINEER	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
5537	ELECTRIC ENGINEER	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
5538	BROADBAND NETWORK ENGINRG TECH	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
5539	ENGINEERING TECHNICIAN MANAGER	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
5560	DIVSN DIR OF TELECOMMUNICATION	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
5690	KEY ACCOUNTS MANAGER	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
5691	UTILITIES ENERGY ADVISOR	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
5695	DIVISN DIR OF SUPPORT SERVICES	GE9	\$ 85,526.67	\$ 117,599.17	\$ 149,671.67
5699	DIVISION DIR OF POWER & LIGHT	GE9	\$ 85,526.67	\$ 117,599.17	\$ 149,671.67
5999	DIRECTOR OF UTILITIES	EXEC	\$ 128,198.57	\$ 192,297.85	\$ 256,397.13
6011	INFORMATION SPECIALIST	GN2	\$ 32,973.70	\$ 45,338.83	\$ 57,703.97
6012	CIRCULATION SPECIALIST	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
6015	LIBRARY SERVICES SPECIALIST	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
6017	LAW LIBRARY INFO SPECIALIST	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
6021	LIBRARY TECHNOLOGY SPECIALIST	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
6105	TECHNICAL SERVICES LIBRARIAN	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
6110	ADULT SERVICES COORDINATOR	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
6111	CHILDREN'S LIBRARIAN	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
6114	CIRCULATION SUPERVISOR	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
6121	ADULT SERVICES LIBRARIAN	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
6199	DIVISION DIRECTOR OF LIBRARY	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15

6211	RECREATION AIDE	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
6213	RECREATION LEADER	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
6221	RECREATION PROGRAM SUPERVISOR	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
6225	RECREATION SPORTS OFFICIAL	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
6233	RECREATION INSTRUCTOR	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
6311	RECREATION FACILITY OPERATOR	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
6315	RECREATION SITE SUPERVISOR	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
6329	PROGRAM COORDINATOR	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
6330	P&R COMMUNICATIONS SPECIALIST	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
6331	P&R FACILITY MANAGER	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
6410	DIV DIR OF COMMUNITY RECREATIN	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
6415	P&R FACILITIES & SERVICES PLAN	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
6421	SPECIAL POPULATION ASSISTANT	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
6425	DIV DIR OF SPECIAL RECREATION	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
6442	OUTDOOR REC PROGRAM SUPERVISOR	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
6445	DIVISION DIRECTOR OF ATHLETICS	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
6555	RECREATION GRANT SPECIALIST	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
6556	TRANSPORTATION GRANT SPEC	GN6	\$ 40,846.79	\$ 56,164.34	\$ 71,481.89
6558	DIV DIR PARKS ADMINISTRATION	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
6560	DIV DIR OF PARKS MAINTENANCE	GE5	\$ 60,599.45	\$ 83,324.24	\$ 106,049.03
6561	PARKS SUPERVISOR	GN9	\$ 49,567.09	\$ 68,154.75	\$ 86,742.41
6562	PARKS GROUNDSKEEPER I	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
6563	PARKS GROUNDSKEEPER II	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
6564	PARK MAINTENANCE TECHNICIAN	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
6599	DIRECTOR OF PARKS & RECREATION	EXEC	\$ 128,198.57	\$ 192,297.85	\$ 256,397.13
6659	PARKS & REC PROJECT MANAGER	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
7011	ELIGIBILITY WORKER	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
7012	SENIOR ELIGIBITY WORKER	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
7015	ELIGIBILITY SUPERVISOR	GE3	\$ 51,954.26	\$ 71,437.11	\$ 90,919.95
7018	FRAUD INVESTIGATOR	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
7019	ELIGIBILITY SERVICES MANAGER	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
7025	CSA COORDINATOR	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
7101	EMPLOYMENT SERVICE AIDE	GN2	\$ 32,973.70	\$ 45,338.83	\$ 57,703.97
7105	EMPLOYMENT SERVICE WORKER	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
7106	SR EMPLOYMENT SERVICE WORKER	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80

7109	EMPLOYMENT SERVICE SUPERVISOR	GE3	\$ 51,954.26	\$ 71,437.11	\$ 90,919.95
7111	SOCIAL SERVICE AIDE	GN2	\$ 32,973.70	\$ 45,338.83	\$ 57,703.97
7112	FAMILY SERVICES SPECIALIST	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
7113	SR FAMILY SERVICES SPECIALIST	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
7115	CHILD PROTECTIVE SERV. WORKER	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
7117	FAMILY SERVICES SUPERVISOR	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
7125	FAMILY SERVICES MANAGER	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
7198	DIV DIR TRAINING & OPERATIONS	GE9	\$ 85,526.67	\$ 117,599.17	\$ 149,671.67
7199	DIRECTOR OF SOCIAL SERVICES	EXEC	\$ 128,198.57	\$ 192,297.85	\$ 256,397.13
7311	YOUTH CARE WORKER	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
7312	SENIOR YOUTH CARE WORKER	GN6	\$ 40,846.79	\$ 56,164.34	\$ 71,481.89
7313	SHIFT SUPERVISOR	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
7315	JUVENILE PROGRAM COORDINATOR	GE2	\$ 48,105.80	\$ 66,145.47	\$ 84,185.14
7316	JUVENILE TRAINING COORDINATOR	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
7322	POST DISPOSITIONAL COORDINATOR	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
7323	ALTERNATIVE DETENTION CASE WKR	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
7325	NURSE	GN10	\$ 53,532.46	\$ 73,607.13	\$ 93,681.80
7337	ASST DIV DIR OF JUVENILE DETEN	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
7339	DIVN DIR OF JUVENILE DETENTION	GE10	\$ 94,079.33	\$ 129,359.08	\$ 164,638.83
7401	CORRECTIONAL OFFICER I	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
7402	CORRECTIONAL OFFICER II	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
7403	CORRECTIONAL LIEUTENANT	GN11	\$ 57,815.06	\$ 79,495.70	\$ 101,176.35
7404	ADMINISTRATIVE LIEUTENANT	GN11	\$ 57,815.06	\$ 79,495.70	\$ 101,176.35
7405	CORRECTIONAL CAPTAIN	GN13	\$ 67,435.48	\$ 92,723.79	\$ 118,012.09
7409	CHIEF CORRECTIONAL OFFICER	GE9	\$ 85,526.67	\$ 117,599.17	\$ 149,671.67
7411	CORRECTIONAL HEALTH ASSISTANT	GN11	\$ 57,815.06	\$ 79,495.70	\$ 101,176.35
7413	LICENSED PHYSICIAN	GE10	\$ 94,079.33	\$ 129,359.08	\$ 164,638.83
7421	WORK PROGRAM COORDINATOR	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
7425	SERVICE PROGRAM COORDINATOR	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
7499	DIVISIN DIR OF ADULT DETENTION	GE10	\$ 94,079.33	\$ 129,359.08	\$ 164,638.83
8003	ECC TELECOMMUNICATOR I	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
8004	ECC TELECOMMUNICATOR II	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
8005	EM COMMUNICATIONS TLMNCTR SPR	GN10	\$ 53,532.46	\$ 73,607.13	\$ 93,681.80
8101	CERT COORDINATOR	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
8103	FIREFIGHTER	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80

8105	FIRE FIGHTER/ENGINEER	GN9	\$ 49,567.09	\$ 68,154.75	\$ 86,742.41
8106	FIRE SUPPORT ADMINISTRATOR	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
8107	FIRE LIEUTENANT	GN11	\$ 57,815.06	\$ 79,495.70	\$ 101,176.35
8108	FIRE CODE INSPECTOR	GN9	\$ 49,567.09	\$ 68,154.75	\$ 86,742.41
8109	FIRE CAPTAIN	GN12	\$ 62,440.26	\$ 85,855.36	\$ 109,270.46
8110	911 EMERGENCY COMMUNICATNS MGR	GE7	\$ 70,683.20	\$ 97,189.39	\$ 123,695.59
8111	FIRE LOGISTICS OFFICER	GN12	\$ 62,440.26	\$ 85,855.36	\$ 109,270.46
8115	ASSISTANT FIRE MARSHAL	GN12	\$ 62,440.26	\$ 85,855.36	\$ 109,270.46
8116	DIV CHIEF FIRE MARSHAL	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
8117	DIV CHIEF TRAINING & SAFETY	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
8118	BATTALION CHIEF	GE7	\$ 70,683.20	\$ 97,189.39	\$ 123,695.59
8120	COMMUNITY RISK REDUCTION SPEC	GE8	\$ 77,751.52	\$ 106,908.33	\$ 136,065.15
8295	DEPUTY FIRE CHIEF	GE9	\$ 85,526.67	\$ 117,599.17	\$ 149,671.67
8299	FIRE CHIEF	EXEC	\$ 128,198.57	\$ 192,297.85	\$ 256,397.13
8302	PD RECORDS & TECHNOLOGY MGR	GE6	\$ 65,447.40	\$ 89,990.18	\$ 114,532.96
8303	POLICE RECORDS CLERK	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
8304	QUARTERMASTER	GN4	\$ 36,353.50	\$ 49,986.06	\$ 63,618.62
8305	POLICE VIDEO TECHNICIAN	GN3	\$ 34,622.38	\$ 47,605.77	\$ 60,589.17
8306	POLICE PROP & EVID TECH	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
8307	PD ACCREDITATION MANAGER	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
8308	PD PUBLIC RELATIONS SPECIALIST	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
8311	PARKING ATTENDENT	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
8315	SCHOOL CROSSING GUARD	GN1	\$ 31,403.52	\$ 43,179.84	\$ 54,956.16
8317	ANIMAL CONTROL OFFICER	GN5	\$ 38,534.71	\$ 52,985.23	\$ 67,435.74
8501	PD RECRUITMENT INVESTIGATOR	GN7	\$ 43,297.60	\$ 59,534.20	\$ 75,770.80
8502	PD COMMUNITY ENGAGEMENT SPEC	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
8503	POLICE OFFICER	GN8	\$ 46,761.41	\$ 64,296.94	\$ 81,832.46
8505	POLICE CORPORAL	GN10	\$ 53,532.46	\$ 73,607.13	\$ 93,681.80
8507	POLICE SERGEANT	GN12	\$ 62,440.26	\$ 85,855.36	\$ 109,270.46
8510	POLICE CRIME ANALYST	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
8512	COMMUNITY RELATIONS LIAISON	GE4	\$ 56,110.60	\$ 77,152.07	\$ 98,193.55
8513	POLICE LIEUTENANT	GE7	\$ 70,683.20	\$ 97,189.39	\$ 123,695.59
8525	POLICE CAPTAIN	GE9	\$ 85,526.67	\$ 117,599.17	\$ 149,671.67
8690	POLICE ASSISTANT CHIEF	GE11	\$ 103,487.27	\$ 142,294.99	\$ 181,102.72
8695	LIEUTENANT COLONEL	GE12	\$ 113,835.99	\$ 156,524.49	\$ 199,212.99

8699	POLICE CHIEF	EXEC	\$ 128,198.57	\$ 192,297.85	\$ 256,397.13
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Council Letter City of Danville, Virginia



CL - 501

NEW BUSINESS I.

City Council REGULAR MEETING

Meeting Date: May 2, 2023

Subject: Consideration of a City Council Salary Increase.

From: Ken Larking, City Manager

COUNCIL ACTION

1. Public Hearing
2. An Ordinance Increasing and Establishing the Annual Salaries of the Mayor and Council Members for the Fiscal Year Beginning July 1, 2025.

SUMMARY

Virginia Code §15.2-1414.5 allows for council members to be paid an annual salary. In Danville, the current annual salary for the Mayor is \$12,000, and \$10,000 for members of City Council. These rates have been effective since July 1, 2014. Maximum amounts for Mayor and Council allowed under State Code for municipalities of Danville's population size are \$20,000 and \$18,000 respectively. Currently, among the cities in the same population category, Danville pays the lowest amount. The three other cities pay the maximum amount allowed by law. To be consistent with other cities, it is proposed that the Mayor's annual salary be set at \$20,000 and Council salaries at \$18,000, for the Fiscal Year Beginning July 1, 2025.

RECOMMENDATION

Staff recommends Council adopt the attached Ordinance Increasing and Establishing the Annual Salaries of the Mayor and Council Members for the Fiscal Year Beginning July 1, 2025.

Attachments

1. Ordinance
-

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2023-____.____

AN ORDINANCE INCREASING AND ESTABLISHING THE ANNUAL SALARIES OF THE MAYOR AND COUNCIL MEMBERS FOR THE FISCAL YEAR BEGINNING JULY 1, 2025.

WHEREAS, the current salaries for Danville City Council members have been in effect since July 1, 2014.

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Danville, Virginia, that the annual salaries of the Mayor and Council Members shall be increased for the fiscal year beginning July 1, 2025; and

BE IT FURTHER ORDAINED that the Mayor' s salary shall be increased to \$20,000 annually and City Council members \$18,000 annually; and

BE IT FINALLY ORDAINED that these annual salaries shall apply for succeeding fiscal years unless subsequently modified by ordinance duly adopted by Council.

Approved:

Mayor

Attest:

City Clerk

Approved as to
Form and Legal Sufficiency:

City Attorney

Council Letter

City of Danville, Virginia



CL - 511

NEW BUSINESS J.

City Council REGULAR MEETING

Meeting Date: May 2, 2023

Subject: Consideration of Approval of the City Attorney's Amended Employment Agreement.

From: W. Clarke Whitfield Jr., City Attorney

COUNCIL ACTION

A Resolution of the City Council of the City of Danville Virginia Approving the City Attorney's Amended Employment Agreement.

SUMMARY

The City Attorney's contract is being amended to include several amendments approved by City Council over the last several years and to set his salary after the Council's latest performance review.

BACKGROUND

City Council has approved several contract amendments over the past few years. The proposed contract includes all of the changes in a single document that will serve as his Amended Employment Agreement.

Additionally, after a performance review by City Council, the Council has set the City Attorney's new salary.

RECOMMENDATION

It is recommended that City Council approve the City Attorney's Amended Employment Agreement effective May 1, 2023.

Attachments

1. Resolution
 2. Amendment to Agreement
-

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2023-_____.____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DANVILLE VIRGINIA APPROVING THE CITY ATTORNEY'S AMENDED EMPLOYMENT AGREEMENT.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Danville, Virginia, that effective May 1, 2023, the Council hereby approves and authorizes the City Attorney's Amended Employment Agreement attached hereto and made a part hereof as if fully set out herein; and

BE IT FURTHER RESOLVED by the Council of The City of Danville, Virginia, that the Mayor is hereby authorized to sign the Amended Employment Agreement on behalf of the City Council.

Approved:

Mayor

Attest:

City Clerk

Approved as to
Form and Legal Sufficiency:

Deputy City Attorney

CITY ATTORNEY'S AMENDED EMPLOYMENT AGREEMENT

THIS AMENDED EMPLOYMENT AGREEMENT for W. Clarke Whitfield Jr., made and entered into this ____ day of _____, 2023, by and between the **CITY OF DANVILLE, VIRGINIA**, a municipal corporation (hereinafter called "City"), acting by and through its Council (hereinafter called "City Council") and W. Clarke Whitfield, Jr. (hereinafter called "City Attorney");

W I T N E S S E T H

WHEREAS, the City Council desires to employ the services of W. Clarke Whitfield, Jr. as its City Attorney for an indefinite term beginning June 1, 2004 as provided by the City Charter and Code; and

WHEREAS, it is the desire of the City Council to provide certain benefits, establish certain conditions of employment and to set working conditions of said employee; and

WHEREAS, it is the desire of the City Council (1) to retain the services of the City Attorney and to provide inducement for him to remain in the City's employment, (2) to make possible full work productivity by assuring the City Attorney's morale and peace of mind with respect to future security, and (3) to provide a just means for terminating the City Attorney's employment when City Council may desire to do so; and

WHEREAS, W. Clarke Whitfield, Jr. desires employment as the City Attorney of the City of Danville, Virginia.

NOW, THEREFORE, in consideration of the mutual covenants described below, the parties agree as follows:

Section 1. Duties.

City Council hereby agrees employ W. Clarke Whitfield, Jr. as City Attorney to perform the functions and duties specified in the City Charter and Code of the City of Danville, Virginia and to perform other legally permissible and proper duties and functions that the Council shall assign from time to time.

Section 2. Termination, Notice and Severance Pay.

In the event the City Council shall decide to exercise its right to terminate the City Attorney during such time that the City Attorney is willing and able to perform the duties of City Attorney, then and in that event, the City agrees to give City Attorney a lump sum cash payment equal to his base salary for six (6) months, and the value of any unused accumulated annual leave, provided, however, that in the event the City Attorney is terminated because of his conviction in the trial court of any felony or conviction of any crime involving moral turpitude, then, and in that event the City has no obligation to give notice or pay the aggregate severance sum designated in this paragraph. In the event the City Attorney voluntarily resigns his position with the City, then he shall give the City thirty (30) days notice in advance.

Section 3. Termination on Disability or Death.

A. If the City Attorney becomes permanently disabled, or if he is unable to perform his duties because of sickness, accident, injury or mental incapacity for a period of six (6) successive weeks beyond the expiration of any accrued annual and sick leave, City Council may terminate this Agreement, without incurring the termination pay obligation

described in Section 2. The City Attorney must work at least ninety (90) days before taking a second or subsequent six (6) weeks as provided above; and

B. If the Agreement is terminated by the death of the City Attorney, the City shall not incur the aforesaid termination pay obligation.

Section 4. Salary.

A. The City Council agrees to pay the City Attorney for his services rendered an annual base salary of One Hundred Seventy-Seven Thousand Seven Hundred Thirty-Five Dollars and Eighty-Nine Cents (\$177,735.89).

B. The City Attorney will be eligible for increases under the same terms and conditions and in the same manner as all other full time City employees.

Section 5. Performance Evaluation.

The City Council shall review and evaluate the performance of the City Attorney at least once each year. The review and evaluation shall be in accordance with specific criteria to be developed by the City Council.

Section 6. Hours of Work and Limitations on Other Employment.

It is recognized that the City Attorney must devote a great deal of time outside the normal office hours of the City, and to that end the City Attorney will be allowed periodically to take reasonable time off during normal office hours as approved by the Mayor. The City Attorney shall not engage in any business activity for compensation and shall not engage in teaching, consulting, or other non-City connected activities for compensation without the prior approval of Council. Express consent and approval is granted for his sports

radio broadcasts and teaching up to two (2) classes per semester at Danville Community College.

Section 7. Vacation and Sick Leave Benefits.

The City Attorney shall accrue annual leave on the same basis and under the same terms and conditions as all other City employees with a maximum accumulation of four hundred eighty (480) hours and shall accrue one (1) day per month sick leave each year with no maximum accumulation. He shall also be entitled to any other categories of leave and paid holidays on the same basis and under the same terms and conditions as all other City employees. The City Attorney shall be entitled to all of his presently accumulated leave.

Section 8. Insurance Benefits and Retirement Benefits.

A. The City shall provide for health care insurance for the City Attorney under the City's family plan under the same terms, conditions, deductibles, and coverage limits as apply to all other full-time employees of the City.

B. The City will provide the City Attorney with group life insurance coverage through the City's group life insurance program on the same basis as it provides such coverage to other City employees.

C. The City will provide retirement benefits for the City Attorney under the City's Employees' Retirement System on the same basis it provides such benefits to other City employees, taking into consideration his service since June 1, 1998 as well as his service subsequent to the execution of this Agreement."

In all other respects the Employment Agreement shall remain in full force and effect, and the parties thereto ratify and reaffirm the terms and conditions of said Employment Agreement as herein modified.

Section 9. Professional Organizations.

City Council agrees to appropriate the required funds to pay for the professional dues necessary for the City Attorney's continuation and full participation in national, regional, state and local associations and organizations necessary and desirable for his continued professional participation, growth and advancement, and for the good of the City.

Section 10. Travel Benefits.

A. City Council hereby agrees to appropriate funds for the reasonable travel and subsistence expenses of the City Attorney for travel to meetings and occasions adequate to continue his professional development, or to pursue necessary official functions for the City, including but not limited to the annual conferences of the Virginia Municipal League and the Local Government Attorneys of Virginia.

B. City Council also agrees to appropriate funds for the travel and subsistence expenses of the City Attorney for a reasonable number of short courses, institutes or seminars for his professional development and for the good of the City.

Section 11. Continuing Legal Education and Bar Dues.

Council hereby agrees to appropriate funds for the reasonable registration fees for the City Attorney to attend Continuing Legal Education courses. Council further agrees to

appropriate the necessary funds to pay the annual bar and membership dues on behalf of the City Attorney to the Virginia State and Local Bar associations.

Section 12. Indemnification.

The City will defend, save harmless and indemnify the City Attorney against any tort or professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of the City Attorney's duties to the maximum extent permitted by the law of the Commonwealth of Virginia.

Section 13. Bonding.

The City will bear the full cost of any fidelity or other bonds required of the City Attorney under any law or ordinance.

Section 14. Other terms and Conditions of Employment.

The City Council, after consultation with the City Attorney, may fix any other terms and conditions of employment as it may determine from time to time, relating to the performance of the City Attorney, provided such terms and conditions are not inconsistent with the provisions of this Agreement, the City Charter, the City Attorney's duties and obligations as an attorney, or any other state law.

Section 15. No Reduction of Benefits.

The City Council shall not at any time during the term of this Agreement reduce the salary, compensation or other financial benefits of the City Attorney, except to the degree it imposes such a reduction across-the-board for all employees of the City.

Section 16. General Provisions.

A. Notices pursuant to this Agreement shall be given by first-class mail, postage prepaid, addressed as follows:

1. City Council: Mayor
P. O. Box 3300
Danville, VA 24543
2. City Attorney W. Clarke Whitfield, Jr.
P. O. Box 3300
Danville, Virginia 24543

Alternatively, notices required pursuant to this Agreement may be served personally or in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the United States Postal Service.

B. This Agreement should be construed to be consistent with Virginia law. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

C. The parties agree that this contract is entered into and shall be governed by the laws of the Commonwealth of Virginia.

IN WITNESS WHEREOF, the Council of the City of Danville has caused this Agreement to be signed and executed in its behalf by its Mayor and duly attested by its City Clerk, and the City Attorney has signed and executed this Agreement.

{Signatures on following page}

CITY OF DANVILLE

By: _____
Mayor

(SEAL)

ATTEST:

City Clerk

W. Clarke Whitfield, Jr.

Council Letter City of Danville, Virginia



CL - 512

NEW BUSINESS K.

City Council REGULAR MEETING

Meeting Date: May 2, 2023

Subject: Consideration of the Approval of the City Manager's Amended Employment Agreement.

From: W. Clarke Whitfield Jr., City Attorney

COUNCIL ACTION

A Resolution of the City Council of the City of Danville Virginia Approving the City Manager's Amended Employment Agreement.

SUMMARY

The City Manager's contract is being amended to include several amendments approved by City Council over the last several years, and to set his salary after the Council's latest performance review.

BACKGROUND

City Council has approved several contract amendments in the past few years. The proposed contract includes all of the changes in a single document that will serve as his Amended Employment Agreement.

Additionally, after a performance review by City Council, the Council has set the City Manager's new salary.

RECOMMENDATION

It is recommended that City Council approve the City Manager's Amended Employment Agreement effective May 1, 2023.

Attachments

1. Resolution
 2. Amended Contract
-

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2023-____.____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DANVILLE VIRGINIA
APPROVING THE CITY MANAGER'S AMENDED EMPLOYMENT AGREEMENT.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Danville,
Virginia, that effective May 1, 2023, the Council hereby approves and authorizes the City Manager's
Amended Employment Agreement attached hereto and made a part hereof as if fully set out herein;
and

BE IT FURTHER RESOLVED by the Council of The City of Danville, Virginia, that
the Mayor is hereby authorized to sign the Amended Employment Agreement on behalf of the City
Council.

Approved:

Mayor

Attest:

City Clerk

Approved as to
Form and Legal Sufficiency:

City Attorney

AMENDED EMPLOYMENT AGREEMENT

THIS AMENDED EMPLOYMENT AGREEMENT (hereinafter referred to as "Agreement"), is by and between the City of Danville, Virginia, a subdivision of the Commonwealth of Virginia (hereinafter referred to as "City"), and Kenneth F. Larking (hereinafter referred to by name or as "City Manager").

W I T N E S S E T H:

WHEREAS, the City desires to employ Kenneth F. Larking as City Manager of the City of Danville, Virginia, as provided for in Chapter 3 section 3-1 of the City Charter of the City of Danville; and

WHEREAS, the City, through its City Council, desires to provide for certain benefits and compensation for the City Manager and to establish conditions of employment applicable to the City Manager; and

WHEREAS, it is the desire of the City Council to (1) retain the services of City Manager and to provide inducement for him to remain in such employment, (2) to act as deterrent against malfeasance or dishonesty for personal gain, and (3) to provide a fair and appropriate means for terminating City Manager's services at such time as he may be unable to fully discharge his duties or when the City may desire to otherwise terminate his employment; and

WHEREAS, Kenneth F. Larking desires to accept employment as City Manager of the City of Danville under the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual promises as set forth in this Agreement, the parties agree as follows:

Section 1. Employment.

A. The City of Danville hereby hires and appoints Kenneth F. Larking as its City Manager, under the terms established herein, to perform the duties and functions specified in the City's Charter and the City Code of Ordinances of the City of Danville, Virginia and to perform such other legally permissible and proper duties and functions as the City Council shall from time to time assign.

B. The City's employment of Kenneth F. Larking as City Manager shall be effective April 5, 2016. This Agreement shall remain in effect until terminated by the City or by the City Manager as provided herein.

Section 2. Salary and Evaluation.

A. For the performance of services pursuant to this Agreement, the City agrees to pay the City Manager an annual salary of Two Hundred Thirty-two Thousand Sixty-Eight Dollars and Thirty-Eight Cents (\$232,068.38), payable in installments at the same time as other City employees are paid.

B. The City Manager will be eligible for salary increases under the same terms and conditions and in the same manner as all other full time City employees.

C. Annual performance evaluations of the City Manager shall be in such form as the Council deems appropriate and shall be made between April 1st and May 1st of each year in which this Agreement is effective.

D. Nothing in this Section shall require the City to increase the base salary or other benefits of the City Manager. Furthermore, the City's failure to conduct any of the scheduled evaluations shall not constitute non-compliance with a material provision of this Agreement.

Section 3. Duties and Obligations.

A. The City Manager shall have the duties, responsibilities and powers of said office under the Charter and Ordinances of the City of Danville. The City Manager agrees to perform all duties and responsibilities faithfully, industriously, and to the best of his ability and in a professional and competent manner.

B. The City Manager shall remain in the exclusive employ of the City and shall devote all such time, attention, knowledge and skills necessary to faithfully perform his duties under this Agreement. The City Manager may, however, engage in educational and professional activities and other employment activities upon receipt of approval by the Mayor, provided that such activities shall not interfere with his primary obligation to the City as its City Manager. The City Manager shall dedicate no less than an average of forty (40) hours per week in the performance of his duties hereunder.

C. In the event the City Manager is temporarily unable to perform his duties, he shall designate an Acting City Manager.

Section 4. Automobile Allowance

The City Manager is required to be on call for twenty-four hour service. In recognition thereof:

The City shall grant to the City Manager an automobile allowance of Five Hundred Dollars (\$500.00) per month, and the City Manager shall purchase, maintain, and insure said vehicle. The City Manager shall be reimbursed for out of town mileage on the same basis and

under the same terms and conditions as all other City employees. The City Manager will not be reimbursed for any mileage within the corporate limits of the City of Danville.

Section 5. Dues and Subscriptions

The City agrees to pay the City Manager's professional dues for membership in the International City/County Management Association, and the Virginia Local Government Management Association. The City shall pay other dues and subscriptions on behalf of the City Manager as are approved in the City's annual budget (on a line item basis) or as authorized separately by the City Council.

Section 6. Professional Development

The City agrees to pay reasonable and customary travel and subsistence expenses for the City Manager's travel to and attendance at the International City/County Management Association's annual conference, the Virginia Local Government Management Association's annual conference and the Virginia Municipal League annual conference. The City Manager may also attend other professional development conferences with the approval of the Mayor.

Section 7. Community Involvement

The City recognizes the desirability of representation in and before local civic and other organizations, and encourages the City Manager to participate in these organizations to foster a continuing awareness of the City's activities as well as the community's attitudes and ideas. The City will pay for the dues for these organizations.

Section 8. Vacation and Sick Leave

The City Manager shall accrue annual leave on the same basis and under the same terms and conditions as all other City employees with a maximum accumulation of four hundred eighty (480) hours and shall earn one (1) day per month sick leave each year with no maximum accumulation. The City Manager shall be entitled to all of his presently accrued leave.

Section 9. Holidays

The City Manager is entitled to the same paid holidays as all other full time City employees.

Section 10. Health and Life Insurance

A. The City shall pay for health care insurance for the City Manager under the City's family plan on the same basis it provides such benefits to other City employees.

B. The City will provide the City Manager with group life insurance coverage through the City's group life insurance program on the same basis as it provides such

coverage to other City employees.

C. City Manager shall be allowed to participate in any other insurance programs offered to the general workforce under the same terms and conditions as all other full time City employees.

Section 11. Retirement.

A. The City agrees to contribute Three Thousand Dollars (\$3,000) yearly into a retirement plan of his choosing.

B. The City will provide retirement benefits for the City Manager under the City's Employees' Retirement System on the same basis it provides such benefits to other City employees, taking into consideration his service since March 18, 2013 as well as his service subsequent to the execution of this Agreement.

C. The City Manager may, at his discretion, transfer the total assets he has accumulated in the North Carolina Local Government Employees' Retirement System. Upon transfer of these assets, the City Manager shall be credited for time of service, on a month for month basis. The City Manager shall also be credited for any accumulated sick leave balance earned from local government employment in North Carolina for the purposes of credit toward service time working for the City of Danville.

Section 12. Termination by the City and Severance Pay

A. The City Manager shall serve at the pleasure of the City Council, and the City Council may terminate this Agreement and the City Manager's employment with the City at any time, for any reason or for no reason.

B. Should a majority of the entire Council (five members) vote to terminate the services of the City Manager "without cause", then within ten (10) business days following such vote, the Council shall cause the City Manager to be paid any accrued and unused annual leave. Within forty-five (45) calendar days following the vote to terminate the City Manager's employment, the Council shall cause the City Manager to be paid a lump sum severance payment equal to six (6) months of his base salary as full and complete payment and satisfaction of any claims of the City Manager of whatsoever nature arising out of this Agreement or otherwise. As consideration for such payment, the City Manager shall, prior to receipt thereof, execute and deliver to the City a general release of the City and its Council members and its officers, agents, and employees for all acts and actions (whether accrued or subsequently accruing) from the beginning of time until the date of release, said release to be prepared by the City Attorney.

C. In the event the City Manager is terminated for "just cause," the City shall have no obligation to pay the amounts outlined in Section 12, Paragraph B of this Agreement.

For purposes of this Agreement, “just cause” is defined and limited for purposes of this Agreement to any of the following:

1. Misfeasance, malfeasance and/or nonfeasance in performance of the City Manager’s duties and responsibilities.
2. Conviction or a plea of guilty or no contest to a misdemeanor of moral turpitude or felony crime, whether or not adjudication is withheld.
3. Neglect of duty, including the inability or unwillingness to properly discharge the responsibilities of office.
4. Violation of any substantive City policy, rule, or regulation, which would subject any other City employee to termination.
5. Any fraudulent act against the interest of the City.
6. Any action which causes the City disrepute.
7. Violation of the International City/County Management Association Code of Ethics.
8. Any other act of a similar nature of the same or greater seriousness.

D. The City shall not at any time during the term of this agreement reduce the salary, compensation, or other financial benefits of the City Manager, except to the degree it imposes such a reduction across-the-board for all full time employees of the city.

Section 13. Termination by the City Manager

The City Manager may terminate this Agreement at any time by delivering to the City Council a written notice of termination not later than ninety (90) days prior to the effective date of the termination. If the City Manager terminates this Agreement, then the provisions of Section 12, Paragraph B above, shall not apply. If the City Manager voluntarily resigns pursuant to this Section, the City shall pay to the City Manager all accrued compensation due the City Manager up to the City Manager’s final day of employment and any unused annual leave. The City shall have no further financial obligation to the City Manager pursuant to this Agreement. This subsection shall not prevent the City Manager from collecting any money earned as a result of participation in the City’s retirement program.

Section 14. Disability

If the City Manager becomes permanently disabled or is otherwise unable to perform his duties because of sickness, accident, injury, mental incapacity or health for a period of four consecutive weeks beyond any accrued leave, the City shall have the option to terminate

this Agreement, without incurring the termination pay obligation outlined in Section 12, Paragraph B of this Agreement.

Section 15. Indemnification.

A. City shall defend, save harmless, and indemnify the City Manager against any action for any injury or damage suffered as a result of any act, event, or omission of action that the City Manager reasonably believes to be in the scope of his duties or function, unless he acted in bad faith or with malicious purpose or in a manner exhibiting wanton and willful disregard of human rights, safety, or property. The City will compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon. The City shall not be liable for the acts or omissions of the City Manager committed while acting outside the course and scope of his agreed duties or committed in bad faith or with malicious purpose or in a manner exhibiting wanton and willful disregard of human rights, safety, or property. In such instance, the City Manager shall reimburse the City for any legal fees and expenses the City has incurred or otherwise paid, for or on his behalf, in connection with the charged conduct.

B. Said indemnification shall extend beyond the termination of employment and the expiration of this Agreement to provide protection for any such acts undertaken or committed in his capacity as City Manager, regardless of whether the notice of claim or filing of a lawsuit occurs during or following employment with the City.

Section 16. Bonding

The City agrees to bear the full cost of any fidelity or other bonds required of the City Manager under any policy, regulation, ordinance or law.

Section 17. Code of Ethics

Inasmuch as the City Manager is an active full member of the International City/County Management Association (ICMA), the "Code of Ethics" promulgated by ICMA is incorporated herein, and by this reference made a part hereof. Said "Code of Ethics" shall furnish principles to govern the City Manager's conduct and actions as City Manager of the City.

Section 18. Attorney's Fees

If any litigation is commenced between the parties concerning any provision of this Agreement or the rights and duties of any person in relation thereto, each party shall be responsible for their own attorney's fees and expenses and costs incurred in connection therewith, including appellate fees and expenses.

Section 19. Covenant Not To Compete

The City Manager agrees that he may not provide Economic Development advise or consulting services, directly or indirectly, to any other governmental and/or quasi-governmental entity within a radius of sixty (60) miles of the city limits of the City of Danville for a period of two (2) years from the date of his termination of employment with the City of Danville unless otherwise consented to by City Council.

Section 20. Non-Solicitation

The City Manager agrees that for whatever reason, City Manager will not in any capacity, directly or indirectly, contact, solicit, or attempt to divert, any person or entity that is an economic development prospect or potential economic development prospect of the City of Danville. In addition MANAGER agrees not to solicit, directly or indirectly, any person employed by the City of Danville to leave employment with the City and to join another person or entity within a radius of sixty (60) miles of the city limits of the City of Danville for a period of two (2) years from the date of his termination of employment with the City of Danville unless otherwise consented to by City Council.

Section 21. Nondisclosure

The City Manager agrees that he will not disclose to any other governmental and/or quasi-governmental entity any strategies employed by the City of Danville regarding the marketing, recruitment and formation of incentive packets for economic development Prospects or potential economic development prospects of the City of Danville.

Section 22. Other Terms and Conditions of Employment

The City Council shall fix any other terms and conditions of employment as it may from time to time determine, relating to the performance of City Manager, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this agreement, the City Charter, or any other law.

Section 23. General Terms and Conditions

A. If any provision, or any portion thereof, contained in this Agreement is held by a court of competent jurisdiction to be unconstitutional, illegal, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall not be affected and shall remain in full force and effect.

B. The waiver by either party of a breach of any provision of this Agreement by the other shall not operate or be construed as a waiver of any subsequent breach by that party.

C. This Agreement shall be binding upon and inure to the benefit of the heirs at law or personal representative of City Manager.

D. This Agreement contains the entire Agreement of the parties. It may not be changed verbally, but only by an Agreement in writing signed by the parties.

E. Virginia law shall govern this Agreement and any litigation that may arise from this Agreement, shall be filed and litigated in City of Danville, Virginia.

F. Upon City Manager's death, the City's obligations under this Agreement shall terminate except for:

1. Transfer of ownership of retirement funds, if any, to his designated beneficiaries;
2. Payment of accrued annual leave balance in accordance with this Agreement; and
3. Payment of all life insurance benefits in accordance with the City's insurance policies or plans.

G. The parties acknowledge that each has shared equally in the drafting and preparation of this Agreement and, accordingly, no court construing this Agreement shall construe it more strictly against one party than the other and every covenant, term and provision of this Agreement shall be construed simply according to its fair meaning.

H. This Agreement may be executed in duplicate or counterparts, each of which shall be deemed an original and all of which together shall be deemed one and the same instrument. No term, condition or covenant of this Agreement shall be binding on either party until both parties have signed it.

I. The effective date of this Agreement shall be the last date it is executed by either of the parties to this Agreement.

{Signatures on following page}

IN WITNESS WHEREOF, we have set our hands and seals on this ____ day
of _____, 2023.

CITY OF DANVILLE, VIRGINIA

By: _____
Alonzo L. Jones, Mayor

ATTEST:

City Clerk

By: _____
Kenneth F. Larking, City Manager

Council Letter City of Danville, Virginia



CL - 509

NEW BUSINESS L.

City Council REGULAR MEETING

Meeting Date: May 2, 2023

Subject: Consideration of Amending the Fiscal Year 2023 Budget Appropriation Ordinance to Fund Pay Plan Implementation and Support City Operations

From: Henrietta Weaver, Budget Director

COUNCIL ACTION

An Ordinance Amending the Fiscal Year 2023 Budget Appropriation Ordinance by Increasing Revenues from Business and Occupancy Licenses to Fund Pay Plan Implementation and Support City Operations for an Appropriation in the Amount of \$600,000 and Appropriating the Same.

FIRST READING

SUMMARY

Revenues from business and occupancy licenses are anticipated to exceed previously budgeted amounts. The additional revenues will be allocated to contingency to implement the pay plan and support City operations.

BACKGROUND

The City's Fiscal Year 2023 Budget Appropriation Ordinance includes an estimate of revenues from business and occupancy licenses using the best information available. Due to the effect of market forces, actual receipts are expected to exceed previously estimated amounts.

RECOMMENDATION

It is recommended that the City Council adopt the attached ordinance amending the Fiscal Year 2023 Budget Appropriation Ordinance.

Attachments

1. Ordinance
-

PRESENTED: _____

ADOPTED: _____

ORDINANCE NO. 2023 - _____._____

AN ORDINANCE AMENDING THE FISCAL YEAR 2023 BUDGET APPROPRIATION ORDINANCE BY INCREASING REVENUES FROM BUSINESS AND OCCUPANCY LICENSES TO FUND PAY PLAN IMPLEMENTATION AND SUPPORT CITY OPERATIONS FOR AN APPROPRIATION IN THE AMOUNT OF \$600,000 AND APPROPRIATING THE SAME.

WHEREAS, the City anticipates the receipt of an additional \$600,000 in business and occupancy license revenues to be used to provide funding for implementation of the pay plan and City operations; and

NOW THEREFORE, BE IT ORDAINED, by the Council of the City of Danville, Virginia, that the Fiscal Year 2023 Budget Appropriation Ordinance be, and the same hereby is, amended by increasing revenues in the General Fund and appropriating same to be as follows:

ANTICIPATED REVENUES

<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
Business and Occupancy License	0100000-40530	\$ 600,000

ANTICIPATED EXPENDITURES

<u>Description</u>	<u>Account No.</u>	<u>Amount</u>
General Fund Contingency	0199001-6997	\$ 600,000

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

Approved:

Mayor

Attest:

City Clerk

Approved as to
Form and Legal Sufficiency:

City Attorney