



DANVILLE CITY COUNCIL REGULAR MEETING AGENDA

MUNICIPAL BUILDING

January 21, 2025

7:00 PM

PRESIDING: Alonzo L. Jones, Mayor

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

Dr. Gary P. Miller
Sherman M. Saunders
J. Lee Vogler, Jr.,
Madison J. Whittle

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

W. Clarke Whitfield, Jr., City Attorney
Susan M. DeMasi, City Clerk

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

Time and Place of Meeting

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

Communications from Visitors

Communication from Visitors is an opportunity for citizens, who have signed up to speak at www.danvilleva.gov/council or by contacting the Office of the City Clerk, 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

MEETING MINUTES

- A. Consideration of Approval of Minutes from Regular Council Meeting held on December 17, 2024.
Council Letter Number CL - 1823.

Consideration of Approval of Minutes from Regular Council Meeting held on December 17, 2024.

NEW BUSINESS

- A. Review of General Fund Financials as of December 31, 2024.
Council Letter Number CL - 1629.

Review of General Fund Financials as of December 31, 2024. Financial Statements are included.

- B. Presentation of the Fiscal Year 2024 Audit Report.
Council Letter Number CL - 1788.

Presentation of the Fiscal Year 2024 Financial Statement Audit.

COMMUNICATIONS FROM VISITORS

Communication from Visitors is an opportunity for citizens, who have signed up to speak at www.danvilleva.gov/council or by contacting the Office of the City Clerk, 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

A. City Manager

B. Deputy City Manager

C. City Attorney

D. City Clerk

E. Roll Call

ADJOURNMENT

Council Letter
City of Danville, Virginia



CL - 1823

MEETING MINUTES A.

City Council REGULAR MEETING

Meeting Date: January 21, 2025

Subject: Approval of Meeting Minutes

From: Susan DeMasi, City Clerk

COUNCIL ACTION

Consideration of Approval of Minutes from Regular Council Meeting held on December 17, 2024.

Attachments

1. Meeting Minutes: 12-17-24
-

December 17, 2024

The Second December meeting of the Danville City Council was held on December 17, 2024, 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, L.G. "Larry" Campbell, Jr., Bryant Hood, Mayor Alonzo L. Jones, Barry P. Mayo, Vice Mayor Gary P. Miller, Sherman M. Saunders, J. Lee Vogler, Jr., and Madison J.R. Whittle (9). Mr. Mayo and Mr. Whittle entered the meeting at 7:02 p.m.

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.

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 December 10, 2024. No one present desired to be heard and the Public Hearing was closed.

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

Consideration of Approval of Minutes from Regular Council Meeting held on November 19, 2024.
Draft copies of the minutes had been distributed prior to the meeting.

Consideration of Amending the Fiscal Year 2025 Budget Appropriation Ordinance for USDA Grant Funds for Food Services at W. W. Moore, Jr. Detention Home

Ordinance No. 2024-12.17, an Ordinance Amending the Fiscal Year 2025 Budget Appropriation Ordinance for a Federal Grant in the Amount of Approximately \$70,489 to aid the Food Service Operations at W. W. Moore, Jr. Detention Home and Appropriating Same.

Consideration of Amending the Fiscal Year 2025 Budget Appropriation Ordinance for Virginia Juvenile Community Crime Control Act Funding Appropriation

Ordinance No. 2024-12.18, an Ordinance Amending the Fiscal Year 2025 Budget Appropriation Ordinance for a Grant from the Department of Juvenile Justice in the Amount of \$86,999 and a Local Share of \$39,830, for a Total Appropriation of \$126,829, to Provide for the Electronic Monitoring and Outreach Detention Programs, Online Intervention Programs, and Pro- Social Skills Programs for the City of Danville at the W. W. Moore Jr. Detention Home and Appropriating Same.

Consideration of Amending the Fiscal Year 2025 Budget Appropriation Ordinance to Provide Funds for Renovations at Dan River Falls

Ordinance No. 2024-12.19, an Ordinance Amending the Fiscal Year 2025 Budget Appropriation Ordinance to Provide Funding from Unassigned General Fund Balance and Operating Funds for Renovations at the Dan River Falls Building for City Offices in the Amount of \$5,600,000 and Appropriating Same.

December 17, 2024

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

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

APPOINTMENTS

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

Resolution No. 2024-12.04 - A Resolution Reappointing Lawrence Meder to the Building Code Board of Appeals.

Resolution No. 2024-12.05 - A Resolution Reappointing Samuel Thomas to the Building Code Board of Appeals.

Resolution No. 2024-12.06 - A Resolution Reappointing Lonnie Jones to the Building Code Board of Appeals.

Resolution No. 2024-12.07 - A Resolution Reappointing Lenard Lackey to the Employee Retirement System Board.

Resolution No. 2024-12.08 - A Resolution Reappointing Michelle Vaden to the Fair Housing Board.

Resolution No. 2024-12.09 - A Resolution Reappointing Kalil Khan to the Planning Commission.

Resolution No. 2024-12.10 - A Resolution Appointing Sylvester Townes to the Planning Commission.

Resolution No. 2024-12.11 - A Resolution Appointing James Bebeau to the Industrial Development Authority.

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

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

NEW BUSINESS

REVIEW OF GENERAL FUND FINANCIALS AS OF NOVEMBER 30, 2024

Chief Financial Officer Michael Adkins gave a brief presentation of the General Fund Financials as of November 30, 2024, which was 42% of the fiscal year complete. Revenues collected through that point were \$53.7M, 1/3 of budget, and represented an increase of \$1.8M over last year at this time. About \$800,000 of that increase was timing; the State Aid to Localities, which was public safety funding from the State, was received in November this year, where last year it was received in December. The other \$1M increase was primarily local consumer taxes, Sales, Meals and Business Licenses. Sales tax collected was \$5.8M, 45% of budget, and an increase of about \$565,000 over last year. Meals tax was \$5.2M, 43% of budget, and \$120,000 over last year. Business licenses were \$1M, and 14% of budget; most business licenses were collected in March,

however, at this point it was still an increase of about \$150,000 over last year. Lodging taxes were \$1.5M, 44% of budget, and \$52,000 over last year. As of today, the City has collected \$10.7M of real estate taxes, which was just a little above 50% of budget and where they expected to be at the end of this month. Personal property taxes were on track as well, and State and Federal revenues were tracking well. As far as Expenditures, Departmental expenditures were at 39% of budget, trailing budget, which was normal and good to see, and Group Health Insurance was performing exactly to budget expectations. Next month will be 50% through the fiscal year and there will be more to share then, and Brown Edwards will be at the next meeting to discuss the Fiscal 2024 audit results. Council Member Campbell asked how much was in reserves to date, and Mr. Adkins stated that Fiscal 24 ended with \$51M in reserves.

ANNOUNCEMENTS AND SPECIAL RECOGNITIONS

Corrie Bobe, Director of Economic Development and Tourism, noted that communities across Virginia were able to apply for the Top Projects Award through the Virginia Economic Developers Association. It was based 40% on the creativity of the submission, it has to be a video no more than sixty seconds long, and the remainder of 60% was based on the community impact of the project. Staff thought it was timely to submit the Caesars Virginia product in consideration for the Top Projects Award; staff did a parody of Vegas Vacation as their submission. This can be viewed on the Economic Development's social media page to watch. Out of all of the communities, Danville came home with the Greatest of All Time, the G.O.A.T. trophy for the impact, not only in jobs, but the larger impact that Caesars has made, utilizing a blighted historic district and also contributing to so many charitable organizations throughout the community. Ms. Bobe noted they wanted to officially present the G.O.A.T. trophy to Council.

CONSIDERATION OF A FIXED BASE OPERATOR LEASE AGREEMENT

Mayor Jones opened the floor for a Public Hearing regarding the FBO Lease Agreement. Notice of the Public Hearing was published in the *Danville Register & Bee* on December 10, 2024. No one present desired to be heard and the Public Hearing was closed.

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

RESOLUTION NO. 2024-12.12

A RESOLUTION APPROVING AND AUTHORIZING A LEASE AGREEMENT FOR FACILITIES AT THE DANVILLE REGIONAL AIRPORT TO AVERETT UNIVERSITY TO PROVIDE FIXED BASED OPERATOR SERVICES.

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

VOTE: 8-1
AYE: Buckner, Campbell, Hood, Jones, Mayo, Miller,
Saunders, and Vogler (8)
NAY: Whittle (1)

CONSIDERATION OF AMENDING DANVILLE CITY CODE CHAPTER 37

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

ORDINANCE NO. 2024-12.20

December 17, 2024

AN ORDINANCE AMENDING AND REORDAINING CHAPTER 37, ENTITLED "TAXATION" ARTICLE XI, ENTITLED "PARTIAL EXEMPTION OF REAL ESTATE TAXES FOR CERTAIN REAL ESTATE," TO ADD A NEW SECTION 37-169.1 ENTITLED, "MULTIFAMILY/COMMERCIAL STRUCTURES", TO THE CODE OF THE CITY OF DANVILLE, VIRGINIA, 1986, AS AMENDED.

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

Council Member Whittle asked to be brought up to speed on this item and City Manager Ken Larking explained that a few months ago Council adopted some revisions to this chapter of the City Code pertaining to abatement of real estate taxes; this expands that ability. This will be for historic properties, mainly, that were fifty years old or older. It helps to provide an incentive for the owners of those properties to reinvest at least 25% of the total value into those properties. It was also cleaning up some language in other parts of the Code.

Council Member Campbell questioned if this was specific areas of the City or the entire City and Mr. Larking stated in this case it was opening it up to the entire City.

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

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

Vice Mayor Miller announced, on Steve Heatherly's behalf, that for the second year in a row, the Hospital had received the National Safety (Leapfrog) Award. Also, everyone was invited to the open house of the newly renovated Emergency Room tomorrow night from 6:00 pm to 8:00 pm.

COMMUNICATIONS FROM VISITORS

No visitors signed up to speak.

Mayor Jones asked for a Motion to Adjourn, Council Member Vogler **moved** to adjourn, the Motion was **seconded** by Council Member Campbell and carried by the following vote:

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

The Meeting was adjourned at 7:12 p.m.

APPROVED:

MAYOR

ATTEST:

CITY CLERK

Council Letter
City of Danville, Virginia



CL - 1629

NEW BUSINESS A.

City Council REGULAR MEETING

Meeting Date: January 21, 2025

Subject: Review of General Fund Financials.

From: Michael Adkins, Chief Financial Officer

COUNCIL ACTION

Review of General Fund Financials as of December 31, 2024. Financial Statements are included.

Attachments

1. Financial Statements
-



CITY OF DANVILLE

Department of Finance

To: Ken F. Larking, City Manager

From: Michael L. Adkins, Chief Financial Officer

Date: January 13, 2025

Subject: Summary of Preliminary General Fund Financial Results for December 31, 2024

After completing the first half of the new fiscal year, revenues are tracking well with budget and are ahead of the previous year. As of December 31, General Fund revenues were \$70,896,185, which represents 43% of our FY 2025 budget. Last year at this time, the General Fund had collected \$66,174,549 or 44% of budget. The increase in realized revenue over the prior year is primarily from growth in local taxes.

The first installment of property tax bills was due December 5. Collections of current real estate taxes through December were \$10,855,050, or 51% of budget. This is an increase of \$1 million over the prior year. We continue to see steady performance in the collection of delinquent real estate taxes with \$648,903 realized in the first half of this fiscal year. This accounts for 57% of the current year budget.

Local taxes collected through December 31, were \$19,741,078, or 40% of budget. This exceeds FY 2024 collections by \$1.4 million. More than half, or \$772,761, of this increase is related to sales tax payments. The remaining increase is found in other sources of local taxes. Sales tax collections through December amounted to \$7,042,669, or 54% of budget. Meals taxes collected for the first six months of the fiscal year amounted to \$6,335,375 or 52% of budget, an increase of \$298,421 from last year. Business Licenses realized at the end of December were \$1,090,686, an increase of \$139,689 from the prior year. Lodging taxes received as of December 31, were \$1,781,908 or 51% of budget, an increase of \$70,852 from the prior year. All other revenue categories are tracking well with budget at this point.

Expenditures through December 31 were \$85,242,779 or 50% of budget. This is an overall increase of nearly \$18 million when compared to December 31, 2023. Departmental spending for the first six months of the fiscal year amounted to \$46.2 million or 46% of budget, an increase of \$6.2 million over the prior year. The increase in departmental spending is primarily attributed to an increase in salaries and benefits over the prior year along with the debt service for the police headquarters. This increase in departmental spending is coupled with an increase in transfers to Danville Public Schools of \$11.5 million primarily to cash advances made for capital related grants.

DANVILLE, VA

Fund expenditures exceeded revenues by \$14,346,595, which is an improvement over the prior month, November 2024, by \$4.6 million. This is typical for the start of the fiscal year in the General Fund due to the timing of revenue recognition not being matched to expenditures. At this point, the General Fund is performing well compared to the current budget.

CITY OF DANVILLE, VIRGINIA
GENERAL FUND REPORT
50% OF YEAR LAPSED AS OF DECEMBER 31, 2024
****PRE-CLOSING FIGURES - SUBJECT TO CHANGE - UNAUDITED****

	Budgets & Appropriations For Current Year	Actual Revenues & Expenditures For Year-to-Date	Percent Realized/Expended This Year	Encumbrances	Balance to be Realized/Expended	Actual Revenues & Expenditures At This Date Last Year
REVENUES:						
Property Taxes	\$ 43,200,280	\$ 20,890,737	48.36%		\$ 22,309,543	\$ 19,151,686
Other Local Taxes	48,927,800	19,741,078	40.35%		29,186,722	18,334,850
License Permits & Privilege Fees	571,060	261,139	45.73%		309,921	349,425
Fines & Forfeitures	213,000	103,721	48.70%		109,279	87,870
Revenue From Use Money & Property	3,255,050	2,059,969	63.29%		1,195,081	1,950,815
Charges For Services	3,478,715	1,839,000	52.86%		1,639,715	1,433,560
Miscellaneous Revenue	25,100	141,887	565.29%		(116,787)	135,259
Recovered Cost	9,944,227	4,689,562	47.16%		5,254,664	4,450,885
Non-Categorical Aid	21,884,000	5,211,508	23.81%		16,672,492	5,464,215
Shared Expenses (Categ. Aid State)	6,795,830	3,650,758	53.72%		3,145,072	2,842,286
Categorical Aid (State)	9,845,375	4,512,827	45.84%		5,332,548	4,179,699
Emergency Services (Federal)	27,000	-	0.00%		27,000	-
Categorical Aid (Federal)	-	-	0.00%		-	-
Transfers From Utilities	15,588,000	7,794,000	50.00%		7,794,000	7,794,000
TOTAL REVENUES	\$ 163,755,437	\$ 70,896,185	43.29%		\$ 92,859,252	\$ 66,174,549
EXPENDITURES:						
General Government Administration	\$ 16,892,188	\$ 8,781,557	51.99%	\$ 441,030	\$ 7,669,601	\$ 7,625,838
Judicial Administration	10,080,508	4,492,984	44.57%	137,249	5,450,275	3,905,181
Public Safety	44,612,162	20,729,579	46.47%	275,471	23,607,113	18,118,718
Public Works	6,109,775	2,656,089	43.47%	191,579	3,262,107	2,221,603
Health, Education, Welfare & Soc. Svc.	9,974,331	3,915,063	39.25%	65,954	5,993,314	3,483,439
Parks, Recreation & Cultural	7,537,830	3,196,778	42.41%	75,679	4,265,373	2,735,988
Community Development	4,806,825	2,373,238	49.37%	110,170	2,323,416	1,906,113
Non-Departmental	16,171,254	7,809,763	48.29%	-	8,361,491	7,909,702
Transfer to Schools - Operating	33,088,691	29,949,259	90.51%	-	3,139,432	18,437,968
Transfer to Capital Projects	18,603,653	397,498	2.14%	-	18,206,155	-
Transfer to Other Funds	3,762,180	940,972	25.01%	-	2,821,208	950,835
TOTAL EXPENDITURES	\$ 171,639,395	\$ 85,242,779	49.66%	\$ 1,297,131	\$ 85,099,485	\$ 67,295,385
Revenue over(under) Expenditures		\$ (14,346,595)				\$ (1,120,836)
FUND BALANCE:						
Beginning Fund Balance 07/01/2024		\$ 63,543,749				\$ 55,069,404
Revenue over(under) Expenditures		(14,346,595)				(1,120,836)
Ending Fund Balance 12/31/2024		\$ 49,197,154				\$ 53,948,568
Composition of Fund Balance:						
Reserved for Encumbrances/Designated Funds		\$ 9,329,117				\$ 5,776,752
Unassigned		39,868,037				48,171,816
TOTAL FUND BALANCE 12/31/2024		\$ 49,197,154				\$ 53,948,568

**CITY OF DANVILLE, VIRGINIA
GENERAL FUND
COMPOSITION OF FUND BALANCE
PRELIMINARY - AS OF DECEMBER 31, 2024**

Beginning Total Fund Balance, July 1, 2024	63,543,748.50
Add: General Fund Revenues	70,896,184.58
Deduct: General Fund Expenditures Ending	<u>(85,242,779.36)</u>
Total Fund Balance, December 31, 2024	<u><u>49,197,153.72</u></u>

Composition of Fund Balance:

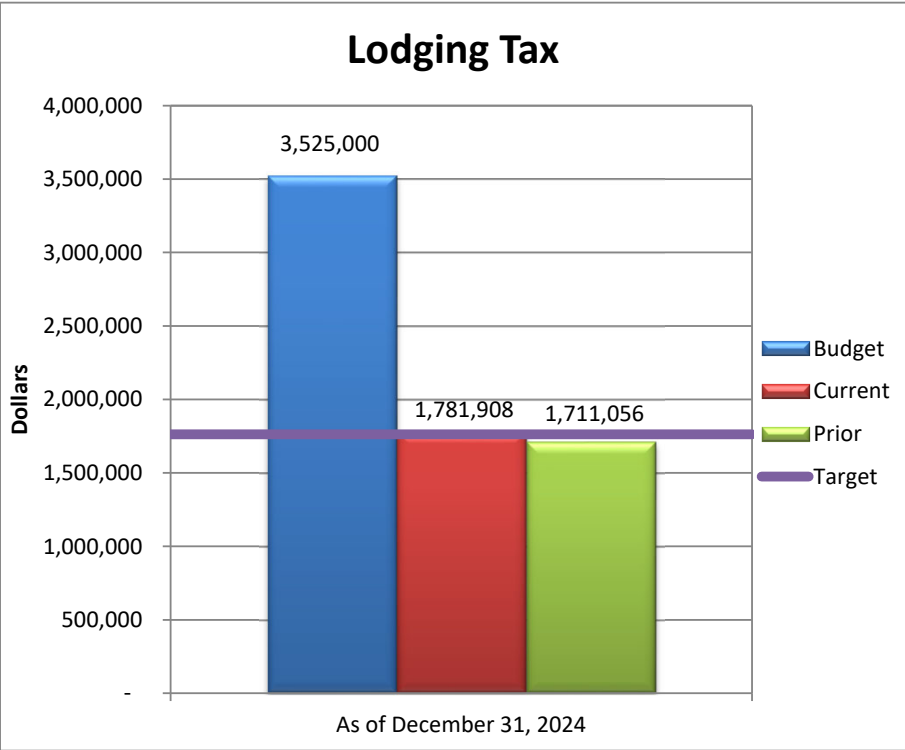
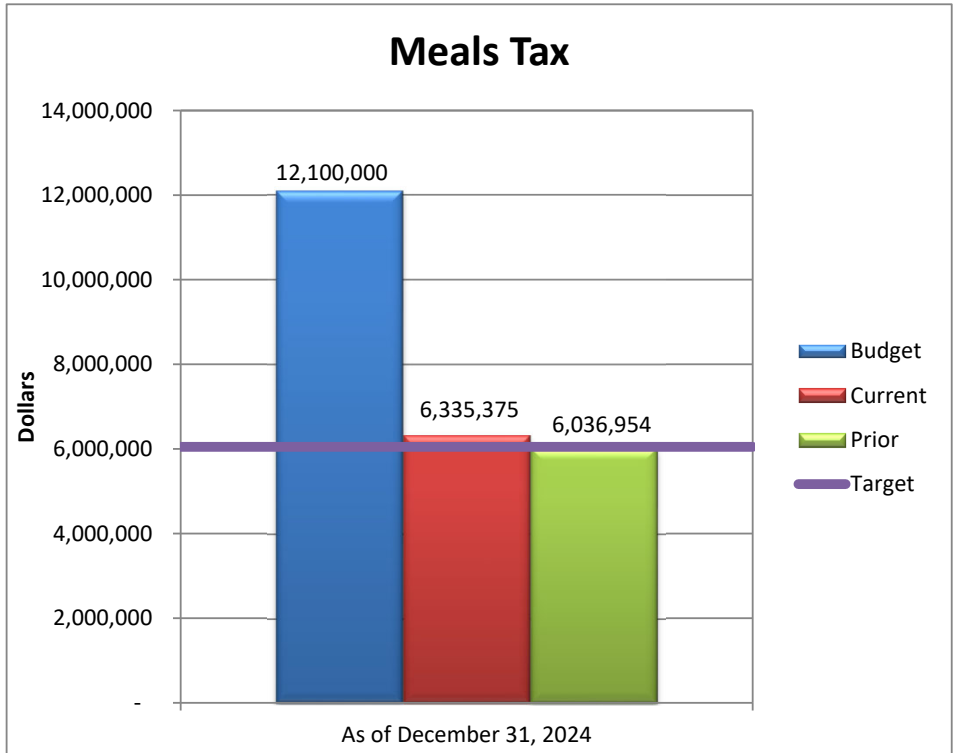
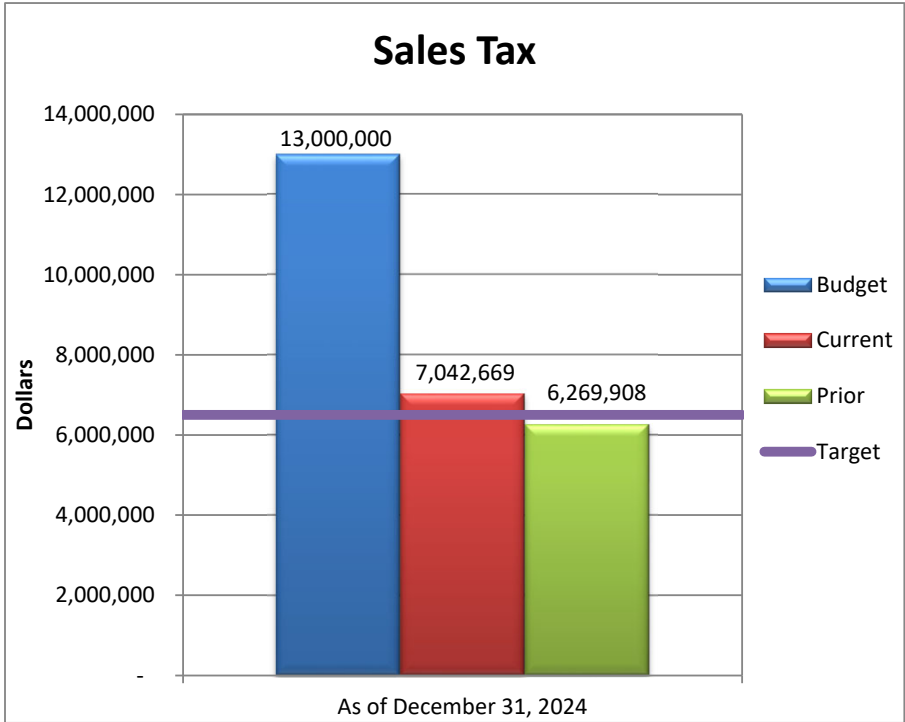
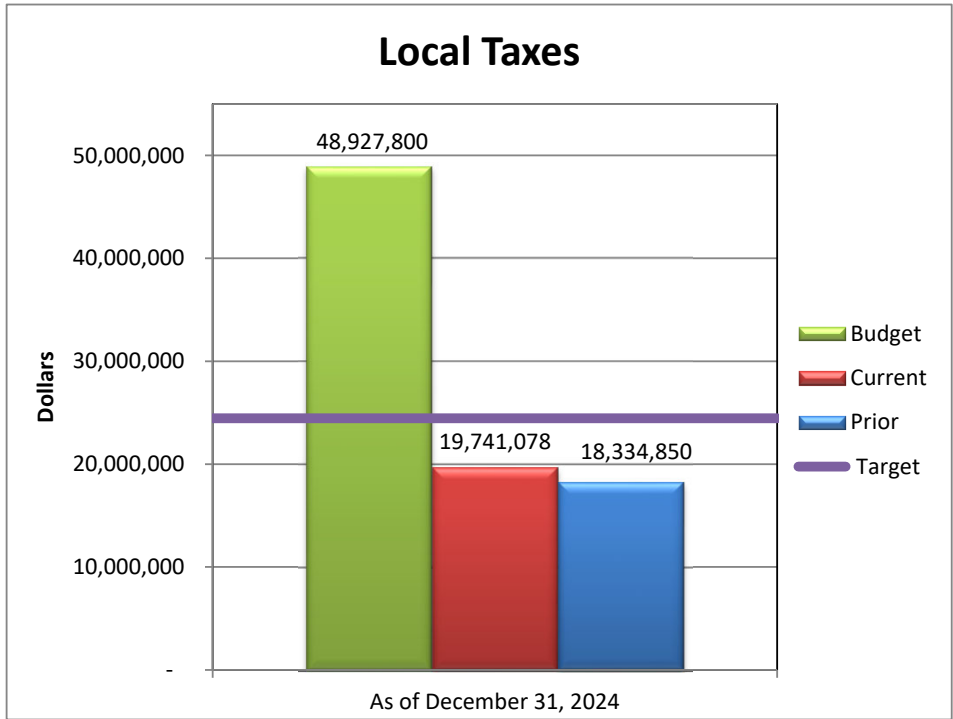
Restricted for Commonwealth Attorney	115,900.54
Restricted for Police Department	97,908.76
Restricted for Fire Department	175,992.41
Committed for Sheriff's Department	13,081.70
Committed to Schools	-
Committed to Budget Stabilization	3,000,000.00
Assigned to Sheriff's Department	15,575.55
Assigned to Community Development	179,183.34
Assigned for Encumbrances Assigned	1,297,130.95
Casino Revenue Nonspendable	4,000,000.00
(Inventory and Prepaids)	434,343.53
UNASSIGNED	<u>39,868,036.94</u>
Total Fund Balance, Dec. 31, 2024	<u><u>49,197,153.72</u></u>

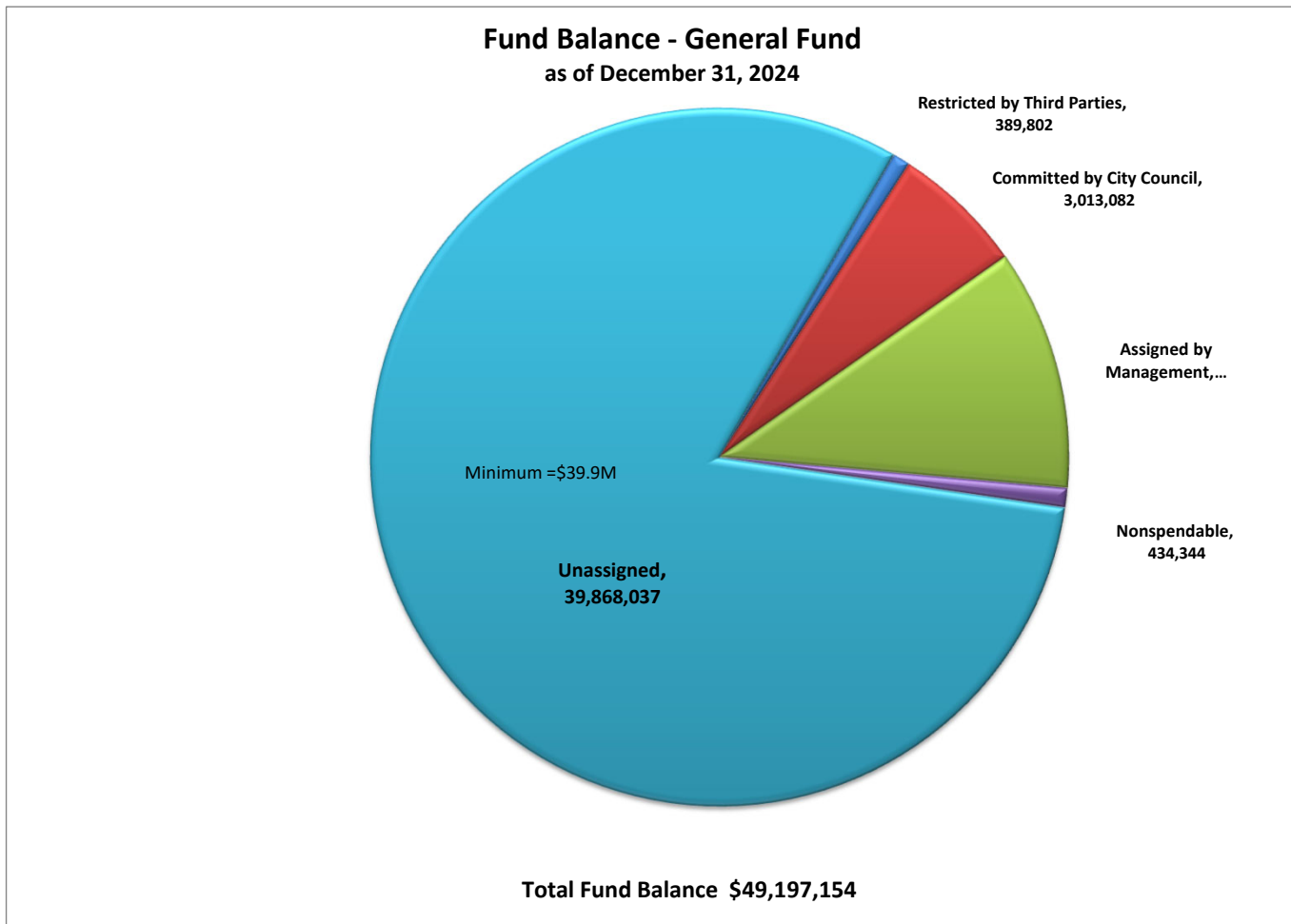
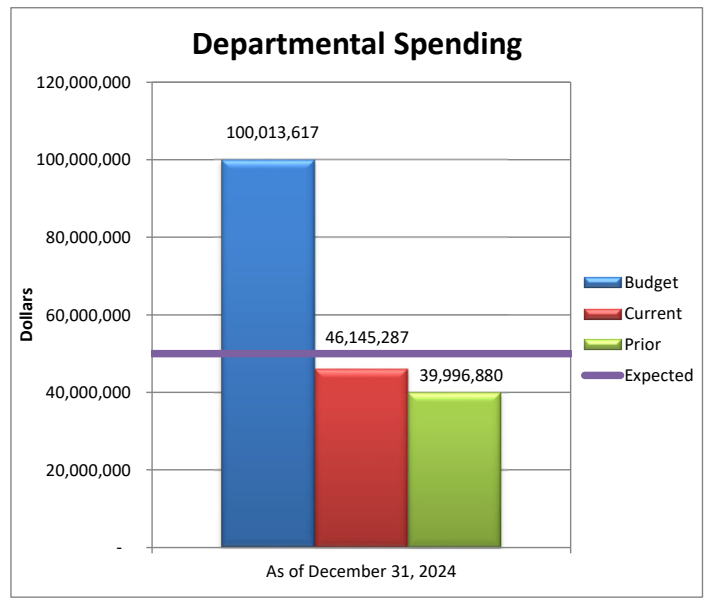
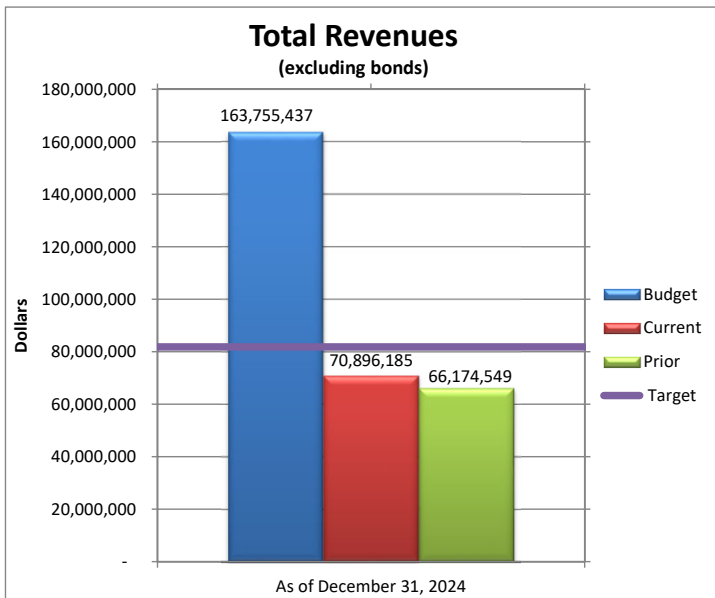
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Unassigned fund balance from above	39,868,036.94
Unassigned Minimum per policy (25% of General Fund Operating Revenues) based on FY 2025 budget	<u>40,938,859.15</u>
Current surplus (deficit) over (under) minimum	(1,070,822.21)

City of Danville, Virginia
Summary of Other Local Tax Revenues - PRE-CLOSING - UNAUDITED
For the period ending December 31, 2024

Description	Current Budget	Revenue Realized	Percentage Realized	Prior Year Budget	Prior Year Realized	Percentage Prior Year
Sales Tax	\$ 13,000,000	\$ 7,042,669	54.17%	\$ 11,900,000	\$ 6,269,908	52.69%
Business Licenses	7,642,000	1,090,686	14.27%	6,800,000	950,997	13.99%
Meals Tax	12,100,000	6,335,375	52.36%	11,367,220	6,036,954	53.11%
Utility Taxes	930,000	447,836	48.15%	930,000	375,485	40.37%
Vehicle License Fees	1,025,000	249,705	24.36%	1,000,000	247,077	24.71%
Bank Stock Tax	1,100,000	-	0.00%	1,000,000	-	0.00%
Recordation Tax	370,000	180,469	48.78%	270,000	145,530	53.90%
Hotel Motel Tax	3,525,000	1,781,908	50.55%	2,467,230	1,711,056	69.35%
Daily Property Rental Tax	20,800	32,866	158.01%	15,980	10,876	68.06%
Motor Vehicle Tax	240,000	91,392	38.08%	200,000	122,438	61.22%
DMV Fees	275,000	100,162	36.42%	280,000	101,395	36.21%
Ceasars Min Fee	8,700,000	2,388,010	27.45%	5,000,000	2,363,134	47.26%
TOTAL	\$ 48,927,800	\$ 19,741,078	40.35%	\$ 41,230,430	\$ 18,334,850	44.47%





Council Letter
City of Danville, Virginia



CL - 1788

NEW BUSINESS B.

City Council REGULAR MEETING

Meeting Date: January 21, 2025

Subject: Fiscal Year 2024 Independent Auditors Report.

From: Michael Adkins, Chief Financial Officer

COUNCIL ACTION

Presentation of the Fiscal Year 2024 Financial Statement Audit.

SUMMARY

Representatives from the City's independent audit firm, Brown Edwards & Company, will present a brief overview of the financial statement audit for the fiscal year ended June 30, 2024.

Attachments

None
