

# City Council

## Fiscal Year 2025 Operating Budget

### Description

The Danville City Council is the governing body of the City of Danville, Virginia. The City Council is empowered to adopt and enforce ordinances, policies, and rules and regulations to conduct the public's business and to provide for the protection of general health, safety, and welfare to the public. All ordinances are codified and are available for public inspection in the Office of the City Clerk. The City Council has the power to appoint the city manager, the city attorney, and the city clerk. The city manager, the city attorney, and the city clerk serve at the pleasure of the City Council.

The City Council consists of nine members, elected to four-year staggered terms, with elections every two years. City Council conducts its monthly business meetings on the first and third Tuesday at 7:00 p.m. in City Council Chambers, 4th floor, Municipal Building, 427 Patton Street, in downtown Danville. The business meetings are televised by the local cable provider and may be seen on River City TV.

### Revenues/Expenditures

ACTUAL		ADOPTED BUDGET		ADOPTED BUDGET	
	FY2022	FY2023	FY2024	FY2025	Increase/ (Decrease)
Revenues					
–	–	–	–	–	–
REVENUES TOTAL	0	0	0	0	0
Expenses					
Personnel Services	\$80,000	\$83,334	\$80,000	\$80,000	\$0
Employee Benefits	\$6,120	\$6,374	\$6,520	\$6,120	(\$400)
Purchased Services	\$6,400	\$7,075	\$7,300	\$9,500	\$2,200
Internal Service	\$5,478	\$3,840	\$5,040	\$4,260	(\$780)
Other Operating Expense	\$102,856	\$99,223	\$112,020	\$130,890	\$18,870
Capital Outlay	\$967	\$12,744	\$0	\$0	\$0
EXPENSES TOTAL	\$201,820	\$212,590	\$210,880	\$230,770	\$19,890
Net Cost to City	\$201,820	\$212,590	\$210,880	\$230,770	

### Personnel

There are eight council members who receive \$10,000 annually for their services.

# Mayor

## Fiscal Year 2025 Operating Budget

### Description

The mayor serves as the president of the City Council, presides at all meetings of the City Council, and performs other duties consistent with the office as may be imposed by the City Council. The mayor is entitled to vote and speak on the issues as is afforded other members of the City Council; however, they are not granted any veto power. The mayor is recognized as the head of the City government for all ceremonial purposes, the purposes of military law, and the service of the civil process.

The Office of the Mayor also represents the City at various functions, both public and private. The mayor issues proclamations, signs all ordinances and resolutions adopted by the City Council, and has the authority to call special meetings of the City Council.

### Revenues/Expenditures

	ACTUAL		ADOPTED BUDGET		Increase/ (Decrease)
	FY2022	FY2023	FY2024	FY2025	
<b>Revenues</b>					
–	–	–	–	–	–
<b>REVENUES TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenses</b>					
Personnel Services	\$12,000	\$12,500	\$12,000	\$12,000	\$0
Employee Benefits	\$918	\$956	\$980	\$918	(\$62)
Internal Service	–	\$470	\$1,180	\$540	(\$640)
Other Operating Expense	\$750	\$1,552	\$2,000	\$2,060	\$60
<b>EXPENSES TOTAL</b>	<b>\$13,668</b>	<b>\$15,479</b>	<b>\$16,160</b>	<b>\$15,518</b>	<b>(\$642)</b>
<b>Net Cost to City</b>	<b>\$13,668</b>	<b>\$15,479</b>	<b>\$16,160</b>	<b>\$15,518</b>	<b>–</b>

### Personnel

The Mayor's position is part-time and receives an annual salary of \$12,000.

# City Manager's Office

Fiscal Year 2025 Operating Budget

## Description

The City of Danville converted to the council-manager form of government in 1951. This provides for professional, non-partisan management of municipal affairs.

The City Manager is the chief executive officer of the City and is responsible to the City Council for the proper administration of the City government. The City Manager has the responsibility to see that all laws and ordinances are enforced; exercise supervision and control over all administrative departments and divisions of the City; attend all regular meetings of the City Council, with the right to take part in discussion, but having no vote; recommend to the City Council, for adoption, such measures as they deem necessary or expedient; make and execute all contracts on behalf of the City, except as may be otherwise provided by the City Charter or by ordinance passed by the City Council; prepare and submit the annual budget; keep City Council fully advised at all times as to the present and future physical needs of the City; perform other duties as may be prescribed by the City Charter or the City Council; and be responsible for the appointment and removal of all officers and employees of the City.

## Revenues/Expenditures

ACTUAL		ADOPTED BUDGET		ADOPTED BUDGET	
	FY2022	FY2023	FY2024	FY2025	Increase/ (Decrease)
Revenues					
—	—	—	—	—	—
REVENUES TOTAL	0	0	0	0	0
Expenses					
Personnel Services	\$518,447	\$565,453	\$533,830	\$733,509	\$199,679
Employee Benefits	\$64,593	\$61,178	\$60,760	\$94,121	\$33,361
Purchased Services	\$995	\$43,441	\$17,450	\$7,450	(\$10,000)
Internal Service	\$13,090	\$15,239	\$18,540	\$15,670	(\$2,870)
Contribution Other Entity	—	\$40,000	\$0	—	\$0
Other Operating Expense	\$40,496	\$42,046	\$46,750	\$49,140	\$2,390
Capital Outlay	—	\$513	\$700	\$700	\$0
EXPENSES TOTAL	\$637,621	\$767,870	\$678,030	\$900,590	\$222,560
Net Cost to City	\$637,621	\$767,870	\$678,030	\$900,590	

## Personnel

Position Title	FY2022	FY2023	FY2024	FY2025
<b>FTEs</b>				
ASSISTANT TO THE CITY MANAGER	1	1	1	1
CITY MANAGER	1	1	1	1
COMMUNITY WEALTH BUILDING MANAGER	0	0	0	1
DEPUTY CITY MANAGER	1	1	1	1
EXECUTIVE ASSISTANT	1	0	0	0
EXECUTIVE SECRETARY	1	1	1	1
<b>FTEs</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>5</b>

# City Clerk

Fiscal Year 2025 Operating Budget

## Description

The City Clerk/Clerk of Council is appointed by the Danville City Council. The Clerk records all minutes, ordinances, resolutions, and contracts approved by City Council and is responsible for the codification of the City Code and its distribution. This office also maintains historical files, City Council records, and official contracts/agreements approved by City Council. For budgeting, it is a sub-activity of the City Manager's Office.

## Revenues/Expenditures

ACTUAL			ADOPTED BUDGET		ADOPTED BUDGET	
	FY2022	FY2023	FY2024	FY2025	Increase/ (Decrease)	
Revenues						
Recovered Cost	\$447	–	\$0	–	\$0	
REVENUES TOTAL	\$447	–	\$0	–	\$0	
Expenses						
Personnel Services	\$58,512	\$67,639	\$65,690	\$79,048	\$13,358	
Employee Benefits	\$7,816	\$7,886	\$8,280	\$10,460	\$2,180	
Purchased Services	\$20,240	\$21,839	\$38,050	\$38,860	\$810	
Internal Service	\$9,057	\$6,064	\$2,820	\$2,610	(\$210)	
Other Operating Expense	\$8,028	\$10,292	\$15,450	\$20,520	\$5,070	
Capital Outlay	–	\$10,347	\$0	–	\$0	
EXPENSES TOTAL	\$103,654	\$124,067	\$130,290	\$151,497	\$21,207	
Net Cost to City	\$103,207	\$124,067	\$130,290	\$151,497	–	

## Personnel

Position Title	FY2022	FY2023	FY2024	FY2025
<b>FTEs</b>				
CLERK OF COUNCIL	1	1	1	1
<b>FTEs</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

# River City TV

Fiscal Year 2025 Operating Budget

## Description

River City TV serves as the City of Danville's government-educational access channel. The mission of River City TV is to keep the citizens of Danville well-informed of the functions of local government and the Danville Public School System.

The channel is managed and operated by the City of Danville's Multimedia Manager through the City's cable franchise agreement.

## Revenues/Expenditures

The Electric Fund provides a portion of the cost for this operation as reflected in the Recovery line below.

	ACTUAL		ADOPTED BUDGET		ADOPTED BUDGET
	FY2022	FY2023	FY2024	FY2025	Increase/ (Decrease)
<b>Revenues</b>					
Recovered Cost	\$50,000	\$50,000	\$50,000	\$50,000	\$0
<b>REVENUES TOTAL</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$0</b>
<b>Expenses</b>					
Personnel Services	\$77,543	\$88,281	\$87,050	\$100,960	\$13,910
Employee Benefits	\$10,491	\$10,395	\$10,980	\$13,359	\$2,379
Purchased Services	\$10	–	\$2,500	\$500	(\$2,000)
Internal Service	\$11,964	\$10,174	\$12,780	\$11,680	(\$1,100)
Other Operating Expense	\$898	\$4,116	\$2,990	\$5,160	\$2,170
Capital Outlay	\$1,683	\$4,636	\$10,000	\$5,000	(\$5,000)
<b>EXPENSES TOTAL</b>	<b>\$102,589</b>	<b>\$117,602</b>	<b>\$126,300</b>	<b>\$136,659</b>	<b>\$10,359</b>
<b>Net Cost to City</b>	<b>\$52,589</b>	<b>\$67,602</b>	<b>\$76,300</b>	<b>\$86,659</b>	<b>–</b>

## Personnel

Position Title	FY2022	FY2023	FY2024	FY2025
<b>FTEs</b>				
MULTIMEDIA MANAGER	1	1	1	1
<b>FTEs</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

# Violence Prevention

Fiscal Year 2025 Operating Budget

## Description

This division of the City Manager's Office coordinates activities and programs between City departments, community groups and agencies in the awareness, suppression, intervention, and prevention of gang related activity. In addition to the award-winning "Project Imagine" program – a 9-week work readiness program for ages 15 to 21 that provides at-risk and gang affiliated individuals with employment education and on the job training – this division focuses on outreach and partnerships to with the goal of crime reduction through early intervention.

## Revenues/Expenditures

ACTUAL			ADOPTED BUDGET		ADOPTED BUDGET	
	FY2022	FY2023	FY2024	FY2025	Increase/ (Decrease)	
Revenues						
Other Local Taxes	–	–	\$0	–	\$0	
REVENUES TOTAL	–	–	\$0	–	\$0	
Expenses						
Personnel Services	\$80,312	\$163,859	\$281,860	\$246,620	(\$35,240)	
Employee Benefits	\$9,969	\$16,765	\$30,770	\$28,632	(\$2,138)	
Purchased Services	\$77	\$4,400	\$31,500	\$74,140	\$42,640	
Internal Service	\$277	\$2,949	\$13,280	\$29,330	\$16,050	
Contribution Other Entity	–	\$30,000	\$39,600	\$72,900	\$33,300	
Other Operating Expense	\$33,971	\$23,746	\$75,490	\$75,010	(\$480)	
Capital Outlay	–	\$6,275	\$750	\$0	(\$750)	
EXPENSES TOTAL	\$124,605	\$247,995	\$473,250	\$526,631	\$53,381	
Net Cost to City	\$124,605	\$247,995	\$473,250	\$526,631		

## Personnel

In addition to the positions included in the table below, there are also 3 grant funded Violence Prevention Outreach Workers.

Position Title	FY2022	FY2023	FY2024	FY2025
<b>FTEs</b>				
ASST VIOLENCE PREVENTION MANAGER	0	1	1	1
COMMUNITY LIAISON	0	1	1	1
VIOLENCE PREV OUTREACH WORKER	0	0	3.5	1
VIOLENCE PREVENTION MANAGER	0	1	1	1
<b>FTEs</b>	<b>0</b>	<b>3</b>	<b>6.5</b>	<b>4</b>

## Accomplishments

Project Imagine has been highlighted as a global model for community violence and intervention. Since its origination, the model has been recognized as Virginia Municipal League Innovative Youth Program Award, Virginia Municipal League President Program Award and 1 of 14 most innovative community violence models in the nation. The model has been featured at national conferences conducted by the Bureau of Justice, Department of Justice, National Workforce Professionals, and the Office of Juvenile Justice and Delinquency Prevention.

Project Imagine successes since starting in 2021 includes:

- 59 youth enrolled since Jan 2023 (Total 119) are actively communicating with staff
- 85% of youth who have been in Project Imagine more than a year have not received new charges
- 93% of youth eligible for education are enrolled in an educational institution
- 94% of enrolled youth have not been a victim or perpetrator of gun violence
- Collaboration with DPS Community in Schools program providing resilience, conflict resolution and self efficacy class at GW high school to 38 youth twice a week with 3 days of Project Imagines' staff present to reinforce the class principle's. Staff noted an increase in student participation, decrease in class disturbance.
- Implemented gang prevention model thorough sports based youth development. Graduated 35 youth from summer program.
- Created Credible Messenger training in collaboration with community, federal probation and state probation. Graduated 3 returning citizens.

## Goals

The Violence Prevention division will continue implementation of the Comprehensive Gang Model and will assist in the City's efforts to accomplish the following:

- Reduce the impact of violence on youth by improving identification, screening, access, delivery, and quality of services available to youth exposed to gang-related violence to prevent them from joining or being victimized by a gang.
  - Reduce and sustain reductions in community youth violence, particularly gun and gang violence, and victimization.
  - Prevent violence and promote healing from victimization and exposure to violence in the home, school, and community.
  - Enhance effective programs and strategies to identify and serve youth at risk of becoming gang involved or continuing in the gang lifestyle.
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# City Attorney

## Fiscal Year 2025 Operating Budget

### Description

The City Attorney's Office, located on the fourth floor of the Municipal Building, by City Charter, provides the following services: serves as legal counsel/advisor to the City Council, City Administration, the Danville City School Board, and other various boards and agencies of the City to ensure that the activities of the City are conducted in accordance with the requirements of the law, both substantively and procedurally; prepares ordinances and resolutions for consideration and passage by City Council designed to enhance the health, safety and welfare of the citizens of Danville, including researching applicable State and Federal Statutes necessary for legal compliance of same; drafts legal documents such as deeds, pleadings, performance agreements, and contracts as required and requested, oversees the preparation of contracts involving the City; institutes and prosecutes legal proceedings as needed; attends City Council and other meetings as appropriate; and manages and controls the law business of the City.

### Revenues/Expenditures

ACTUAL	ADOPTED BUDGET		ADOPTED BUDGET		
	FY2022	FY2023	FY2024	FY2025	Increase/ (Decrease)
Revenues					
–	–	–	–	–	–
REVENUES TOTAL	0	0	0	0	0
Expenses					
Personnel Services	\$371,090	\$422,636	\$411,380	\$484,170	\$72,790
Employee Benefits	\$49,889	\$49,462	\$50,930	\$64,065	\$13,135
Purchased Services	\$7,848	\$5,547	\$15,450	\$15,520	\$70
Internal Service	\$5,168	\$6,239	\$6,130	\$7,775	\$1,645
Other Operating Expense	\$31,733	\$33,368	\$38,580	\$108,311	\$69,731
Capital Outlay	–	–	\$7,300	\$0	(\$7,300)
EXPENSES TOTAL	\$465,727	\$517,252	\$529,770	\$679,840	\$150,070
Net Cost to City	\$465,727	\$517,252	\$529,770	\$679,840	

### Personnel

The Assistant City Attorney I below is authorized and funded 50% in the City Attorney's budget and 50% in the Utilities Department budget.

Position Title	FY2022	FY2023	FY2024	FY2025
<b>FTEs</b>				
ASSISTANT CITY ATTORNEY I	0.5	0.5	0.5	0.5
ASSISTANT CITY ATTORNEY II	0	0	0	0
CITY ATTORNEY	1	1	1	1
DEPUTY CITY ATTORNEY	1	1	1	1
LEGAL ASSISTANT	1	1	1	1
LEGAL SECRETARY	1	1	1	1
<b>FTES</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>



# Office of Legislative Affairs

Fiscal Year 2025 Operating Budget

## Description

Legislative Affairs develops and coordinates the City's legislative program, serving as the liaison between city and elected officials. Funding will go towards representing the City's interest at the General Assembly and may represent the City at meetings of appointed officials that may impact the Danville area.

## Revenues/Expenditures

	ACTUAL		ADOPTED BUDGET		Increase/ (Decrease)
	FY2022	FY2023	FY2024	FY2025	
<b>Revenues</b>					
–	–	–	–	–	–
<b>REVENUES TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenses</b>					
Purchased Services	\$77,634	\$77,832	\$81,100	\$86,000	\$4,900
Other Operating Expense	\$15,727	\$17,524	\$21,960	\$23,180	\$1,220
<b>EXPENSES TOTAL</b>	<b>\$93,361</b>	<b>\$95,356</b>	<b>\$103,060</b>	<b>\$109,180</b>	<b>\$6,120</b>
<b>Net Cost to City</b>	\$93,361	\$95,356	\$103,060	\$109,180	–