

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.

Expenditures

	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Introductory	Increase/ (Decrease)
Expenditures:					
Personnel Services	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ -
Employee Benefits	6,120	6,120	6,120	6,120	-
Purchased Services	4,075	3,284	4,000	69,000	65,000
Internal Service	24	59	70	3,000	2,930
Other Operating Expenses	124,290	117,910	157,050	95,530	(61,520)
Capital Outlay	1,089	637	-	-	-
Totals	\$215,598	\$208,010	\$247,240	\$ 253,650	\$ 6,410

Personnel

There are eight council members who receive \$8,000 annually for their services.

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.

Expenditures

	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Introductory	Increase/ (Decrease)
Expenditures:					
Personnel Services	\$12,000	\$12,000	\$12,000	\$ 12,000	\$ -
Employee Benefits	918	918	920	920	-
Internal Service	1,185	3,330	3,670	50	(3,620)
Other Operating Expenses	2,648	2,169	3,580	2,590	(990)
Totals	\$16,751	\$18,417	\$20,170	\$ 15,560	\$ (4,610)

Personnel

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

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.

Expenditures

	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Introductory	Increase/ (Decrease)
Expenditures					
Personnel Services	\$436,687	\$479,246	\$466,800	\$ 480,780	\$ 13,980
Employee Benefits	62,122	69,596	68,810	58,580	(10,230)
Purchased Services	93,942	93,270	3,000	1,500	(1,500)
Internal Service	11,300	13,749	15,820	12,430	(3,390)
Contribution to Other Entities	-	1,100	-	-	-
Other Operating Expenses	24,503	27,555	28,370	29,400	1,030
Capital Outlay	395	106	-	-	-
Totals	\$628,949	\$684,622	\$582,800	\$ 582,690	\$ (110)

Personnel

Position Title	FY 2019 FTEs	FY 2020 FTEs	FY 2021 FTEs
CITY MANAGER	1.000	1.000	1.000
EXECUTIVE SECRETARY	1.000	1.000	1.000
EXECUTIVE ASSISTANT	1.000	1.000	1.000
ASSISTANT TO THE CITY MANAGER	1.000	1.000	1.000
DEPUTY CITY MANAGER	1.000	1.000	1.000
Total	5.000	5.000	5.000

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.

Expenditures

	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Introductory	Increase/ (Decrease)
Expenditures:					
Personnel Services	\$47,240	\$49,011	\$ 49,020	\$ 50,850	\$ 1,830
Employee Benefits	6,855	7,298	7,560	6,600	(960)
Purchased Services	23,075	16,720	23,200	22,500	(700)
Internal Service	2,114	3,782	4,080	4,660	580
Other Operating Expenses	9,110	13,401	17,800	62,500	44,700
Capital Outlay	-	895	-	-	-
Totals	\$88,394	\$91,107	\$101,660	\$ 147,110	\$ 45,450

Personnel

Position Title	FY 2019 FTEs	FY 2020 FTEs	FY 2021 FTEs
CLERK OF COUNCIL	1.000	1.000	1.000
Total	1.000	1.000	1.000

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 Media Design Manager through the City's cable franchise agreement.

Expenditures

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

	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Introductory	Increase/ (Decrease)
Revenues:					
Recoveries	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
Expenditures:					
Personnel Services	\$ 66,447	\$ 68,772	\$ 68,780	\$ 71,530	\$ 2,750
Employee Benefits	10,082	10,466	10,610	9,290	(1,320)
Purchased Services	2,521	1,997	7,500	7,500	-
Internal Service	7,286	6,794	5,710	9,400	3,690
Other Operating Expenses	1,287	2,023	3,220	3,330	110
Capital Outlay	6,061	3,844	10,000	10,000	-
Totals	\$ 93,684	\$ 93,896	\$ 105,820	\$ 111,050	\$ 5,230
Net Cost to General Fund	\$ 93,684	\$ 43,896	\$ 55,820	\$ 61,050	\$ 5,230

Personnel

Position Title	FY 2019 FTEs	FY 2020 FTEs	FY 2021 FTEs
MULTIMEDIA MANAGER	1.000	1.000	1.000
Total	1.000	1.000	1.000

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, also we oversee the preparation of contracts by others 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.

Expenditures

	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Introductory	Increase/ (Decrease)
Expenditures:					
Personnel Services	\$283,577	\$296,606	\$298,710	\$ 312,330	\$ 13,620
Employee Benefits	41,814	49,007	54,200	40,140	(14,060)
Purchased Services	665	22,853	15,450	15,450	-
Internal Service	5,134	5,246	3,530	4,480	950
Other Operating Expenses	29,006	25,937	34,970	35,820	850
Capital Outlay	-	-	200	200	-
Totals	\$360,196	\$399,649	\$407,060	\$ 408,420	\$ 1,360

Personnel

In addition to personnel listed below, an Assistant City Attorney is authorized and funded by the City's Blight Program.

Position Title	FY 2019 FTEs	FY 2020 FTEs	FY 2021 FTEs
CITY ATTORNEY	1.000	1.000	1.000
LEGAL SECRETARY	1.000	1.000	1.000
LEGAL ASSISTANT	1.000	1.000	1.000
ASSISTANT CITY ATTORNEY II	1.000	1.000	1.000
Total	4.000	4.000	4.000

Description

The Budget Office is responsible for the development of operating and capital budgets of the City. This office performs long-range fiscal planning, revenues and expenditures forecasting, and examination of agency operations and procedures. The Budget Office also maintains corporate financial control throughout the year and provides professional management and research assistance on issues related to financial management, productivity, and the effective and efficient use of city funds.

Expenditures

	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Introductory	Increase/ (Decrease)
Expenditures:					
Personnel Services	\$ 95,553	\$103,592	\$103,600	\$ 107,220	\$ 3,620
Employee Benefits	14,381	15,932	15,970	13,910	(2,060)
Purchased Services	566	764	600	800	200
Internal Service	4,844	2,851	5,390	3,140	(2,250)
Other Operating Expenses	1,268	1,279	1,450	830	(620)
Capital Outlay	2,691	-	-	-	-
Totals	\$119,303	\$124,418	\$127,010	\$ 125,900	\$ (1,110)

Personnel

Position Title	FY 2019 FTEs	FY 2020 FTEs	FY 2021 FTEs
DIRECTOR OF BUDGET	1.000	1.000	1.000
Total	1.000	1.000	1.000

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.

Expenditures

	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Introductory	Increase/ (Decrease)
Expenditures:					
Purchased Services	\$50,234	\$50,437	\$53,000	\$ 53,000	\$ -
Other Operating Expenses	15,020	15,313	15,000	15,000	-
Totals	\$65,254	\$65,750	\$68,000	\$ 68,000	\$ -