



TOWN OF DANVILLE

DANVILLE TOWN COUNCIL
WORK STUDY SESSION
February 3, 2021 @ 5:30PM

The Danville Town Council will be conducting a Work Study Session on February 3, 2021 at 5:30pm. The location will be the Town Council Room located in the Danville Town Hall at 49 N. Wayne Street, Danville, IN 46122.

Agenda will include:

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Topics of Discussion**
 - A. Host Fund Budget**
 - B. Extension of COVID-19 Benefits**
 - C. Proposal for New Town Flag**

- VI. Motion to Adjourn**

Topic Summary

- A.** Clerk/Treasurer and Department Heads will present the 2021 Host Fund Budget for consideration.
- B.** Clerk/Treasurer will present a request for the Town to implement its own COVID-19 Benefits package. Federal benefits expired 1/1/21. We would like to extend the benefit to our employees by allowing the Clerk/Treasurer to allow up to 80 hours of sick time for each employee that tests positive for COVID-19. As of 1/1/21, employees now must use their own sick time.
- C.** Town Manager would like to explore the Council's feeling for holding a competition to design a new Town Flag.

HOST REQUESTS 2021

Account#	Description	Actual			Actual	2020	Discretionary/E number	Budget		2021
		2019	2020	2021				2021		
709-500-250	Community Projects	\$ -	\$ -	\$ -	\$ -			\$ 3,000.00	\$ 3,000.00	Same/advertising
709-500-300	Professional Services	\$ 119,704.07	\$ 111,372.95	\$ 111,372.95	\$ 111,372.95			\$ 75,000.00	\$ 75,000.00	Same should be less than 2020
709-500-400	Town Property Maint/Repair	\$ 50,607.59	\$ 48,833.52	\$ 48,833.52	\$ 48,833.52			\$ 50,000.00	\$ 50,000.00	Same
709-500-425	Public Nuisance Clean Up	\$ -	\$ -	\$ -	\$ -			\$ 1,000.00	\$ 1,000.00	Same
709-500-450	Technology - Hardware/Softw	\$ 52,253.97	\$ 61,834.79	\$ 61,834.79	\$ 61,834.79			\$ 100,000.00	\$ 100,000.00	Increase due to bill
709-500-501	Grant Match	\$ -	\$ -	\$ -	\$ -			\$ 10,000.00	\$ 10,000.00	Same
709-500-550	Retiree INS Fund	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	Same
709-500-600	Tree Advisory	\$ 9,900.00	\$ 14,370.00	\$ 14,370.00	\$ 14,370.00	\$ 3,600.00	\$ 3,600.00	\$ 18,000.00	\$ 18,000.00	Same several projects earmarked for 2021
709-500-700	Downtown Revitalization	\$ 6,307.21	\$ 8,579.50	\$ 8,579.50	\$ 8,579.50			\$ 10,000.00	\$ 10,000.00	Same
709-500-750	Fountain Maintenance	\$ 644.70	\$ -	\$ -	\$ -			\$ 5,000.00	\$ 5,000.00	Will is going to fix it.
709-500-800	Broadband/Fiber Maintenance	\$ 4,006.35	\$ 2,770.37	\$ 2,770.37	\$ 2,770.37			\$ 5,000.00	\$ 5,000.00	For Break/Fix
709-500-900	Downtown Partnership	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00			\$ 80,000.00	\$ 80,000.00	Same, contract signed.
709-500-911	Opticom & Siren Maint	\$ 7,353.05	\$ 2,980.00	\$ 2,980.00	\$ 2,980.00			\$ 6,000.00	\$ 6,000.00	Combining both
709-500-942	Transfer to Park Bonds	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00			\$ 100,000.00	\$ 100,000.00	Same to pay down bonds and retire early.
709-500-945	Transfer to Series A Bonds PD	\$ 102,478.00	\$ 102,478.00	\$ 102,478.00	\$ 102,478.00			\$ 102,478.00	\$ 102,478.00	Same to pay down bonds and retire early.
709-500-950	4th of July/Ribfest	\$ 10,000.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00			\$ 24,000.00	\$ 24,000.00	10 for 4th Fireworks and 14 for Ribfest Sponsorship potential to take over 4th?
709-500-960	Community Clean Up	\$ 374.50	\$ 397.20	\$ 397.20	\$ 397.20			\$ 1,000.00	\$ 1,000.00	Increase for save the water ways program.
709-500-972	Square Maintenance	\$ 15,000.00	\$ 5,440.84	\$ 5,440.84	\$ 5,440.84			\$ 50,000.00	\$ 50,000.00	Start replacing infrastructure around the outside of the square.
709-500-973	Sidewalk Maintenance	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	Food and bev should help with this.
709-500-980	GIS Mapping	\$ 18,418.06	\$ 20,790.91	\$ 20,790.91	\$ 20,790.91			\$ 21,000.00	\$ 21,000.00	Beacon and mapping.
709-500-990	Bank Fees	\$ 1,000.00	\$ -	\$ -	\$ -			\$ -	\$ -	Should be free with NSSB.
	Recurring Totals	\$ 578,047.50	\$ 573,848.08	\$ 573,848.08	\$ 573,848.08			\$ -	\$ -	
709-500-975	Priority Projects							\$ 661,478.00	\$ 661,478.00	One time project funds prioritized by the group
DPW	Road Impact Fees							\$ 125,000.00	\$ 125,000.00	Will be reimbursed
Building	TH - Roof over Bosstick							\$ 100,000.00	\$ 100,000.00	Roof, Gutters, Downspouts
Building	Chiller Remodel							\$ 205,000.00	\$ 205,000.00	Chiller, HVAC
Park	Pool Safety Updates							\$ 144,000.00	\$ 144,000.00	Slide rehab, Replace diving board, Strip and repaint pool, Filter media replace
Building	Water Line Fix at TH							\$ 20,000.00	\$ 20,000.00	Hot Water Issues
Planning	Planning Lrg Format Scanner							\$ 5,000.00	\$ 5,000.00	Save money, Utilitie Help
Police	CVSA Computers							\$ 6,000.00	\$ 6,000.00	Current one is 10 years old
	PD Vests							\$ 6,000.00	\$ 6,000.00	Vests Recurring
	Police and Fire Camp							\$ 4,000.00	\$ 4,000.00	Taking donation first
	National Night Out							\$ 4,000.00	\$ 4,000.00	Less than normal. Teaming up with park. Meet the Dept and TC
Fire	Complete Body Armor Bundle							\$ 16,000.00	\$ 16,000.00	Safety when responding to scenes unsecure
Remodel	Station 192 Restroom & Kitchen							\$ 65,000.00	\$ 65,000.00	Updating
	TOTALS	\$ 377,079.72	\$ 346,428.55	\$ 346,428.55	\$ 346,428.55			\$ 700,000.00	\$ 700,000.00	Used as pop up project or previously approved fund.
709-500-995	Discretionary Fund							\$ -	\$ -	From Tree advisory
	Tree Projects					\$ 3,600.00	\$ 3,600.00	\$ -	\$ -	Have \$9,000 of insurance \$ towards
	Awning on Bosstick					\$ 13,000.00	\$ 13,000.00	\$ -	\$ -	Start replacing Windows and Doors at TH.
	Windows Town Hall					\$ 23,000.00	\$ 23,000.00	\$ -	\$ -	
	TOTALS	\$ 4,399.98	\$ 7,531.18	\$ 7,531.18	\$ 7,531.18	\$ 39,600.00	\$ 39,600.00	\$ 39,600.00	\$ 39,600.00	

Host Recurring	\$ 661,478.00
Host Priority Projects	\$ 700,000.00
Host Discretionary	\$ 39,600.00
TOTALS	\$ 1,401,078.00

Annual
Budget

Anticipated
Deposits

Cash
Balance

HOST FUND as of 01/01/2021

\$ 838,238.56

	Annual Budget	Anticipated Deposits	Cash Balance
WASTE MANAGEMENT - JAN		\$153,209.40	\$ 991,447.96
WASTE MANAGEMENT - APRIL		\$120,000.00	\$1,111,447.96
WASTE MANAGEMENT - JULY		\$235,895.30	\$1,347,343.26
WASTE MANAGEMENT - NOV		\$235,895.30	\$1,583,238.56
Community Projects	\$ 3,000.00		\$1,580,238.56
Professional Services	\$ 75,000.00		\$1,505,238.56
Town Property Maint/Repair	\$ 50,000.00		\$1,455,238.56
Public Nuisance Clean Up	\$ 1,000.00		\$1,454,238.56
Technology - Hardware/Software	\$ 100,000.00		\$1,354,238.56
Grant Match	\$ 10,000.00		\$1,344,238.56
Retiree Insurance Fund	\$ -		\$1,344,238.56
Tree Advisory	\$ 18,000.00		\$1,326,238.56
Downtown Revitalization	\$ 10,000.00		\$1,316,238.56
Fountain Repair	\$ 5,000.00		\$1,311,238.56
Broadband/Fiber Maintenance	\$ 5,000.00		\$1,306,238.56
Downtown Partnership	\$ 80,000.00		\$1,226,238.56
Public Safety - Siren Maintenance	\$ 6,000.00		\$1,220,238.56
Parks Bonds	\$ 100,000.00		\$1,120,238.56
Series A Bonds Police Department	\$ 102,478.00		\$1,017,760.56
4th of July	\$ 24,000.00		\$993,760.56
Community Clean Up	\$ 1,000.00		\$992,760.56
Square Maintenance	\$ 50,000.00		\$942,760.56
Sidewalk Maintenance	\$ -		\$942,760.56
Town Priority Projects	\$ 700,000.00		\$242,760.56
GIS Mapping	\$ 21,000.00		\$221,760.56
Bank Fees	\$ -		\$221,760.56
Discretionary Fund	\$39,600.00		\$182,160.56
TOTAL	\$ 1,401,078.00	\$745,000.00	\$182,160.56

**HOST FUND
ANNUAL BUDGET**

ANNUAL REVENUE	2018	2019	2020	2021
Waste Mangement	\$ 742,131.97	\$ 812,352.65	\$ 749,622.29	\$ 745,000.00

ANNUAL BUDGET

Community Projects - Night Out	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Professional Services	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 75,000.00
Town Property Maint/Repair	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Public Nuisance Clean Up	\$ 2,500.00	\$ -	\$ -	\$ 1,000.00
Technology - Hardware/Software	\$ 50,000.00	\$ 50,000.00	\$ 75,000.00	\$ 100,000.00
Grant Match	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Retiree Insurance	\$ 20,000.00	\$ -		\$ -
Tree Advisory	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00
Downtown Revitalization	\$ 18,000.00	\$ 14,000.00	\$ 14,000.00	\$ 10,000.00
Fountain Maintenance	\$ 2,000.00	\$ -	\$ -	\$ 5,000.00
Broadband/Fiber Maintenece	\$ 12,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Downtown Partnership	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00
Public Safety - Siren Maintenance	\$ 4,000.00	\$ 8,000.00	\$ 4,000.00	\$ 6,000.00
Parks Bonds	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
Series A Bonds Police Department	\$ 102,478.00	\$ 102,478.00	\$ 102,478.00	\$ 102,478.00
4th of July	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 24,000.00
Community Clean Up - Stormwater will pay	\$ 1,000.00	\$ -	-	\$ 1,000.00
Square Maintenance	\$ 90,000.00	\$ 15,000.00	\$15,000.00	\$ 50,000.00
Sidewalk Maintenance	\$ 40,000.00	\$ -	\$0.00	\$ -
Town Priority Projects	\$ 663,000.00	\$ 786,000.00	\$790,000.00	\$ 700,000.00
GIS Mapping	\$ 18,000.00	\$ 18,000.00	\$18,000.00	\$ 21,000.00
Bank Fees	\$ 1,000.00	\$ 1,000.00	\$1,000.00	\$ -
Discretionary Fund	\$ 50,000.00		\$ -	\$ 39,600.00
TOTAL	\$ 1,394,978.00	\$ 1,320,478.00	\$ 1,345,478.00	\$ 1,401,078.00

Anticipated Cash Balance 12/31/21

\$ 182,160.65

**If everything is approved and spent

**HOST FUND
ANNUAL EXPENDITURES**

ANNUAL REVENUE	2018	2019	2020
Waste Mangement	\$ 742,131.97	\$ 812,352.65	\$ 749,622.29

ANNUAL EXPENDITURES

Community Projects - Night Out	\$ 497.50	\$ -	\$ -
Professional Services	\$ 55,763.93	\$ 119,704.07	\$ 111,372.95
Town Property Maint/Repair	\$ 50,239.94	\$ 50,607.59	\$ 48,833.52
Public Nuisance Clean Up	\$ 1,785.00	\$ -	\$ -
Technology - Hardware/Software	\$ 22,586.65	\$ 52,253.97	\$ 61,834.79
Grant Match	\$ -	\$ -	\$ -
Retiree Insurance	\$ -	\$ -	\$ -
Tree Advisory	\$ 12,893.61	\$ 9,900.00	\$ 14,370.00
Downtown Revitalization	\$ 15,615.63	\$ 6,307.21	\$ 8,579.50
Fountain Maintenance	\$ -	\$ 644.70	\$ -
Broadband/Fiber Maintenace	\$ 4,425.62	\$ 4,006.35	\$ 2,770.37
Downtown Partnership	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00
Public Safety - Siren Maintenance	\$ 3,945.63	\$ 7,353.05	\$ 2,980.00
Parks Bonds	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
Series A Bonds Police Department	\$ 102,478.00	\$ 102,478.00	\$ 102,478.00
4th of July	\$ 10,000.00	\$ 10,000.00	\$ 14,000.00
Community Clean Up - Stormwater will pay	\$ 646.00	\$ 374.50	\$397.20
Square Maintenance	\$ 23,884.19	\$ 15,000.00	\$5,440.84
Sidewalk Maintenance	\$ 26,515.43	\$ -	\$0.00
Town Priority Projects	\$ 247,393.06	\$ 377,079.72	\$346,428.55
GIS Mapping	\$ 9,720.00	\$ 18,418.06	\$20,790.91
Bank Fees	\$ 48.36	\$ -	\$0.00
Discretionary Fund	\$ 38,616.95	\$ 4,399.98	\$ 9,980.93

TOTAL \$ 807,055.50 \$ 958,527.20 \$ 930,257.56

Cash balance at the end of each year \$ 1,165,048.38 \$ 1,018,873.83 \$ 838,238.65