



## **Danville Utility Commission Meeting Agenda**

**4:00 p.m., February 24, 2020**

**City Council Chambers, Danville City Hall**

- I. Call to Order**
  - A. Roll Call
  - B. Announcements
  
- II. Discussion/Business Items**
  - A. Minutes of the January 27, 2020 Commission Meeting
  - B. Review of December Financial Statements
  - C. Fiscal Year 2021 Utilities Budget
  - D. Kentuck Substation Property Acquisition
  
- III. Communications**
  - A. City Manager
  - B. Utilities Staff
  - C. Commission Members
  - D. Public Comments
  - E. Director's Report
  
- IV. Adjournment**

**Next Utility Commission Meeting**

**4:00 p.m. Monday, March 23, 2020**

**City Council Chambers  
4<sup>th</sup> Floor, City Hall**



Commission Item Number: DUC200224 - 1  
Utility Commission Meeting: February 24, 2020  
Item: II. B. Review of December Financial Statements

## Financial Report

December financials will be reviewed.



**Commission Item Number: DUC200224 - 2**  
**Utility Commission Meeting: February 24, 2020**  
**Item: II. C. Fiscal Year 2021 Utilities Budget**

### **Fiscal Year 2021 Utilities Budget**

Preliminary FY 2021 budget proposals were reviewed at the January 27th Commission meeting. All funds are currently balanced. Should on-going evaluations reveal additional revenue shortfalls; staff will make the budget expenditure adjustments necessary to bring the budgets back into balance without further FY 2021 increases and brief the Commission on the matter at the April 27th meeting.

In order that the City Manager benefit from explicit guidance from the Commission in time to finalize his budget proposals and present them to City Council by March 1st, it is recommended that the Utility Commission endorse the revised FY 2020 budget. A suggested motion follows:

#### **Recommendation:**

**I move that the Danville Utility Commission approve the Utility Department's Proposed Fiscal Year 2021 Budget for submission to the City Manager and inclusion in his budget proposal to the City Council, with the Commission's recommendation for its adoption by the Council.**

**I further move that staff make the budget expenditure adjustments necessary to bring the budgets back into balance and brief the Commission on actions taken at the April 27th meeting, should on-going evaluations reveal revenue shortfalls.**



Commission Item Number: DUC200224 - 3  
Utility Commission Meeting: February 24, 2020  
Item: II. D. Kentuck Substation Property Acquisition

### **Kentuck Substation Property Acquisition**

As part of the Kentuck substation upgrade, an additional half acre of land is needed to accommodate the open-air design needed to upgrade the station to meet current design standards. Staff has been able to negotiate a purchase price of \$15,000 with the current property owner for a half acre of land adjoining the substation.

#### **Recommendation:**

**I move that the Danville Utility Commission recommend to City Council purchasing a half acre adjacent to Kentuck substation for \$15,000 in order to expand the Kentuck substation footprint.**