THE CITY OF LYNCHBURG

FINANCE COMMITTEE
City Council Committee

Tuesday, May 28, 2024 | 3:00 PM
2nd Floor Training Room- City Hall
900 Church Street
Lynchburg, VA 24504

AGENDA

I. Welcome *Vice Mayor Chris Faraldi, Chair*

II. General Business

II.1. 2023 Project Safe Neighborhood Grant

III. Quarterly Reports

III.2. Quarterly Reports

A) Greater Lynchburg Transit Company (GLTC)

B) Regional Airport Fund

C) Lynchburg Regional Juvenile Detention Center

D) Children's Services Act Fund

E) Water Operating Fund

F) Sewer Operating Fund

G) Stormwater Operating Fund

H) General Fund

IV. Other Information

IV.3. FY 2024 General Fund Reserve for Contingencies

IV.4. Monthly Revenue Collections Update

V. Roll Call

VI. Next Regular Meeting

VI.5. The next Finance Committee meeting is Tuesday, June 25, 2024 at 3:00 p.m.

AGENDA ITEM SUMMARY

MEETING DATE	PRESENTED BY
May 28, 2024	Ryan Zuidema, Chief of Police

AGENDA ITEM # II.1

2023 Project Safe Neighborhood Grant

RECOMMENDATION

Adopt a resolution to amend the FY 2024 City/Federal/State Aid Fund budget and appropriate $164,914 with resources of $135,000 from the 2023 Project Safe Neighborhood Program Grant, Virginia Department of Criminal Justice Services (DCJS), and resources of $29,914 from the FY 2024 Police Department budget to purchase an Integrated Ballistics Identification System (IBIS) and related National Integrated Ballistic Information Network (NIBIN) equipment for the Lynchburg Police Department.

SUMMARY

The Police Department was awarded $135,000 through a competitive grant process with the Virginia DCJS, 2023 Project Safe Neighborhood Program Grant to purchase an IBIS and related NIBIN equipment. This technology will allow the Police Department to examine ballistic evidence locally, providing timely investigative leads by matching bullets and shell casings to specific firearms and/or previous incidents.

PRIOR ACTION(S)

FISCAL IMPACT

None, no additional funds are required.

CONTACT(S)

Ryan Zuidema, Chief of Police
Jessica Hughes, Administrative Manager

ATTACHMENT(S)

1. 2023 PSN Grant -Resolution

REVIEWED BY

RESOLUTION:

BE IT RESOLVED that the FY 2024 City/Federal/State Aid Fund budget is amended and $164,914 is appropriated with resources of $135,000 from the 2023 Project Safe Neighborhood Program Grant, Virginia Department of Criminal Justice Services (DCJS), and resources of $29,914 from the FY 2024 Police Department budget to purchase an Integrated Ballistics Identification System (IBIS) and related National Integrated Ballistic Information Network (NIBIN) equipment for the Lynchburg Police Department.

Introduced: Adopted:

Certified: ______________________________
Clerk of Council

Finance Committee
Agenda Item III.2.
Information Only

AGENDA ITEM SUMMARY

MEETING DATE	PRESENTED BY
May 28, 2024	

AGENDA ITEM # III.2

Quarterly Reports

RECOMMENDATION

Review highlights of the attached quarterly financial reports for the quarter ending March 31, 2024:

FUND	**Presenter:**
A) Greater Lynchburg Transit Company (GLTC)	Joshua Moore, GLTC General Manager
B) Regional Airport Fund	Andrew LaGala, Airport Director
C) Lynchburg Regional Juvenile Detention Center	Preston Sellers, Director of Human Services
D) Children's Services Act Fund (CSA)	Preston Sellers, Director of Human Services
E) Water Operating Fund	Tim Mitchell, Director of Water Resources
F) Sewer Operating Fund	Tim Mitchell, Director of Water Resources
G) Stormwater Operating Fund	Tim Mitchell, Director of Water Resources
H) General Fund	Donna Witt, Chief Financial Officer

SUMMARY

In compliance with the Finance Committee guidelines, quarterly financial reports are provided for General, Water, Sewer, Stormwater, Airport, Lynchburg Regional Juvenile Detention Center, Children’s Services Act (CSA) Funds, and Greater Lynchburg Transit Company (GLTC).

PRIOR ACTION(S)

FISCAL IMPACT

None

CONTACT(S)

Donna Witt, Chief Financial Officer

ATTACHMENT(S)

1. Third Quarter Reports May 2024

REVIEWED BY

Date: May 22, 2024

Donna Witt, Chief Financial Officer

Finance Committee
Lynchburg City Council

May 15th, 2024

Re: GLTC Quarterly Financial Report – 3rd Quarter 2024

REVENUE

GLTC has continued to experience higher than anticipated revenues in Fixed Route fares with a 9% positive variance over the anticipated totals for the quarter. Paratransit fare revenues are up 14% this quarter, and advertising revenue is up 129% for this quarter. City and County operating revenues have been disbursed to GLTC on time. There is a decrease of 15% in State and 17% in Federal funds due to not drawing on our microtransit grant for the State and decreasing eligible expenses on the Federal 5307.

EXPENSES

Fixed Route
Total Fixed Route expenses are 8% under budget for the quarter. Overtime for this remains 46% below budget. Other Salaries and Wages show an increase as as all positions are fully staffed. Fringes and Supervisor overtime are down for the quarter 12% and 19% respectively.

Demand Response (PTS)
Total Demand Response expenses are 11% below budgeted numbers with overtime and fringe benefits at 31% and 14% underbudget respectively. Salaries and wages for the remaining staff in this department are up 10% for the quarter primarily due to onboarding and training for a new employee. IT for Demand Response remains completely under budget we are still awaiting resolution on several software issues before completing payment to a vendor.

Maintenance
Maintenance wages and salaries are at 4% below budgeted. Inspection and Servicer Overtime is 43% below budget as there is additional utilization due to several employee illnesses. Benefits for both groups are down 16% for the quarter due to several positions being part-time, or employees not taking benefits through us. Fuel and lubricant are currently 35% under budget for the quarter. We have experienced some volatility in the market recently, but this has currently stabilized.

Tires were 37% under for the quarter. Other materials and supplies are currently 18% above budget for this quarter. This is partially attributable to several large maintenance projects which were funded under

FTA Associated Capital Maintenance grants which can significantly reduce the local funds needed for projects which are eligible.

Administration

Administration is currently 21% below budget. IT was 15% over budget as costs for services increases with the requirements to move more services to a hosted environment. Casualty and Liability insurance are 2% under budget for this quarter. Utilities are under budget by 1% this quarter. Miscellaneous expenditures are lower this quarter at 71% below budget. Miscellaneous expenses include dues to professional associations for both the agency and staff, travel, training, funds collected for charity events, and several small expense lines that do not fit within other expense categories.

SUMMARY

For the quarter, total expenses were under budget by 15% ($72,425). For the year, GLTC currently is over budget by 1.2% ($72,527). This includes ~$37,000 that we were unable to bill in Federal 5307 reimbursements in March due to the drawdown and closeout of our previous 5307 grant and the initialization of our new grant in May.

While the addition of the final reimbursements for March will reduce the current deficit, we are looking closely at the end of the year as the ending of our 100% match ARPA (Covid) funding and the increase in ineligible reimbursement expenses such as fares and state demonstration funds has lowered the 5307 funds we are able to claim for reimbursement restricts our cash flow position.

Respectfully,

Joshua A. Moore
General Manager

CENTRAL VIRGINIA TRANSIT MANAGEMENT CO INC.

QUARTERLY INCOME STATEMENT
AS OF MARCH 31, 2024

	QTR TO DATE FY2024 QTD ACTUAL	FY2024 QTD BUDGET	% VAR	FY2024 YTD ACTUAL	FY2024 YTD BUDGET	% of Budget
REVENUE						
FRT Passenger Revenue	$ 109,752	$ 100,728	9%	$ 352,459	$ 302,183	117%
DRT Passenger Revenue	9,164	8,069	14%	26,278	24,206	109%
Contracts (CVCC Access)	12,759	12,759	0%	38,277	38,277	100%
Non-Operating Revenue	3,621	35,124	-90%	45,320	105,372	43%
Advertising Revenue	20,031	8,750	129%	60,219	26,250	229%
City Operating Assistance	431,116	431,116	0%	1,293,347	1,293,347	100%
County Operating Assistance	20,423	20,423	0%	61,268	61,268	100%
State Operating Assistance	623,850	729,821	-15%	1,602,542	2,189,464	73%
Federal Operating Assistance	993,475	1,192,318	-17%	3,020,361	3,576,953	84%
TOTAL REVENUE	**$ 2,224,191**	**$ 2,539,106**	**-12%**	**$ 6,500,070**	**$ 7,617,319**	**85%**
EXPENSES						
FIXED ROUTE						
Operator Labor	$ 435,552	$ 458,748	-5%	$ 1,324,322	$ 1,376,245	96%
Operator-Overtime	32,293	59,637	-46%	106,685	178,912	60%
Other Salaries & Wages	140,262	112,674	24%	403,510	338,022	119%
Supervisors-Overtime	4,572	5,614	-19%	12,031	16,841	71%
Fringe Benefits	264,193	301,682	-12%	842,602	905,046	93%
Information Technology	9,638	25,000	-61%	30,013	75,000	40%
TOTAL FIXED ROUTE	**$ 886,509**	**$ 963,355**	**-8%**	**$ 2,719,162**	**$ 2,890,066**	**94%**
DEMAND RESPONSE						
Operator Labor	$ 83,566	$ 89,757	-7%	$ 236,425	$ 269,271	88%
Operator-Overtime-PTS	1,865	2,693	-31%	5,217	8,078	65%
Other Salaries & Wages	30,559	27,668	10%	85,674	83,004	103%
Fringe Benefits	50,293	58,174	-14%	149,358	174,523	86%
Information Technology	-	8,238	-100%	2,336	24,713	9%
TOTAL DEMAND RESPONSE	**$ 166,282**	**$ 186,530**	**-11%**	**$ 479,011**	**$ 559,589**	**86%**
MAINTENANCE						
Other Salaries & Wages	$ 213,197	$ 221,550	-4%	$ 619,043	$ 664,651	93%
Inspection&Maint,Srvc-Overtime	7,956	13,882	-43%	22,092	41,645	53%
Fringe Benefits	95,680	114,022	-16%	292,557	342,066	86%
Fuel & Lubricants	177,611	274,221	-35%	560,773	822,664	68%
Tires & Tubes	15,669	25,000	-37%	64,404	75,000	86%
Information Technology	3,168	2,250	41%	9,006	6,750	133%
Other Materials & Supplies	76,187	92,500	-18%	318,823	284,250	112%
TOTAL MAINTENANCE	**$ 589,467**	**$ 743,425**	**-21%**	**$ 1,877,692**	**$ 2,230,275**	**84%**
ADMINISTRATION						
Other Salaries & Wages	$ 137,197	$ 153,706	-11%	$ 395,434	$ 461,117	86%
Fringe Benefits	59,386	74,441	-20%	180,441	223,324	81%
Services	108,189	129,860	-17%	383,916	389,580	99%
Utilities	62,634	63,059	-1%	152,193	189,177	80%
Casualty & Liability Expenses	65,390	66,524	-2%	184,189	199,573	92%
Information Technology	16,634	14,525	15%	51,384	43,575	118%
Other Materials & Supplies	27,839	32,919	-15%	68,420	98,757	69%
Miscellaneous	32,238	110,763	-71%	80,758	332,288	24%
TOTAL ADMINISTRATION	**$ 509,507**	**$ 645,796**	**-21%**	**$ 1,496,734**	**$ 1,937,389**	**77%**
TOTAL EXPENSES	**$ 2,151,766**	**$ 2,539,106**	**-15%**	**$ 6,572,598**	**$ 7,617,319**	**86%**
NET INCOME/(LOSS)	**$ 72,425**	**$ -**	**100%**	**$ (72,527)**	**$ -**	**100%**

Lynchburg Regional Airport

A City of Lynchburg Enterprise Fund

350 Terminal Drive • Suite 100
Lynchburg, Virginia 24502
P 434-455-6090 • F 434-239-9027
www.lynchburgva.gov/airport

May 15, 2024

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: March 31, 2024 – Quarterly Financial Summary - Lynchburg Regional Airport

REGIONAL AIRPORT FUND

The attached Lynchburg Regional Airport Operating Fund Financial Summary reflects Airport financial activity through the FY2024 third quarter ending March 31, 2024. Operating revenues have achieved their return to previous sustainable levels as American Airlines contends with equipment availability challenges and aircraft captain shortages at the regional markets. The Airport is projecting a FY2024 surplus of $250,957 which is $85,500 more than our Adopted Budget.

REVENUE HIGHLIGHTS

- Terminal Revenue: Revenue is projected to be $95,000 more than budget due mainly to increased rental car revenue from the return of Hertz to the Airport.
- General Aviation Revenue: Revenue is projected to be $25,000 more than budget due to projected increase in aircraft fuel sales and aircraft parking fees.
- State Airport Aid: Revenue is projected to be $25,000 more than budget for 50% reimbursements for additional Air Service Development efforts.
- Federal Security Aid: Revenue is projected to be $10,000 less than budget due to the end of partial federal funding for Airport law enforcement as of May 1st.
- Interest & Other Revenue: Revenue is projected to be $174,500 more than budget due to increased interest earnings on invested retained earnings.

EXPENSE HIGHLIGHTS

- Administration: Expense is projected to be $68,000 more than budgeted for additional Air Service Development costs for efforts to attract additional airline service (50% state reimbursed).

- Public Safety (ARFF & LEO): Expense is projected to be $63,000 more than budget due to compensation increases for Airport part-time law enforcement personnel and additional hours added by airline flight scheduling plus increased cost of contracted firefighting services.

- Small Projects & Equip. (COVID-19 grant supported): Expense is projected to be $93,000 more than budget due to having more federal grant revenue for projects.

SUMMARY

Operating revenues for the year are projected to be an estimated $309,500 more than budget while expenses (other than those mentioned previously) are projected to be consistent with the budget. Despite our continued limited seat capacity and the leveled passenger traffic, airport revenues are expected to continue at or above budgeted levels. Our federal COVID-19 grants (CARES/CRRSA/ARPA) have provided additional operating revenue and resources for a planned final $1,000,000 transfer to our capital fund for revenue producing building projects later this fiscal year. As of 12/31/23 all of the Airports' COVID-19 operating grants totaling $9,597,339 have been fully utilized and administratively closed. Bottom line: the Airport is projecting an operating surplus for FY2024 of $250,957.

Respectfully submitted,

Andrew LaGala

Andrew LaGala, A.A.E.
Airport Director

cc: Wynter Benda, City Manager
Greg Patrick, Deputy City Manager
Donna Witt, Director of Financial Services

LYNCHBURG REGIONAL AIRPORT
OPERATING FUND FINANCIAL SUMMARY
March 31, 2024

	FY 2023 Amended Budget	FY 2023 Actual (thru 3/31/23)	FY 2023 % of Budget	FY 2024 Amended Budget	FY 2024 Actual (thru 3/31/24)	FY 2024 % of Budget	FY 2024 Amended Budget	FY 2024 Projected Total	FY 2024 $ Variance Projected vs. Amended Budget
BEGINNING NET ASSETS	$ 258,848	$ 34,198,656		$ 250,000	$ 40,245,824 **(1)**		$ 250,000	$ 40,245,824 **(1)**	
Less: Invested in Capital Assets, net of related debt		(33,156,798)			$ (37,940,664)			$ (37,940,664)	
BEGINNING UNRESTRICTED NET ASSETS	$ 258,848	$ 1,041,856		$ 250,000	$ 2,305,158		$ 250,000	$ 2,305,158	$ -
USE OF ENCUMBRANCES CARRIEDFORWARD	$ 215,397			$ 141,142			$ 141,142	**$ 141,142**	
TRANSFER OF RESERVES TO CAPITAL FUND									
REVENUES									
Airfield	100,000	74,626	75%	100,000	79,254	79%	100,000	100,000	0
Terminal	1,461,383	1,130,340	77%	1,535,843	1,276,660	83%	1,535,843	1,630,843	95,000
General Aviation	719,650	595,832	83%	857,000	685,852	80%	857,000	882,000	25,000
Other Leased Property	408,050	331,862	81%	414,050	336,476	81%	414,050	414,050	0
State Airport Aid	335,000	25,575	8%	150,000	50,000	33%	150,000	175,000	25,000
Federal Security Aid	87,000	36,690	42%	87,000	44,010	51%	87,000	77,000	(10,000)
Federal CARES/CRRSA/ARPA Grants	2,400,000	2,251,061	94%	1,515,947	1,515,947	100%	1,515,947	1,515,947	0
Interest & Other	135,000	143,871	107%	101,000	224,837	223%	101,000	275,500	174,500
TOTAL REVENUES	$ 5,646,083	$ 4,589,857		$ 4,760,840	$ 4,213,036		$ 4,760,840	**$ 5,070,340**	$ 309,500
EXPENSES									
Airfield Operations	321,025	244,774	76%	328,498	317,065	97%	328,498	388,498	(60,000)
Terminal Operations	663,875	413,027	62%	647,639	360,608	56%	647,639	587,639	60,000
General Aviation	163,119	99,108	61%	162,266	96,930	60%	162,266	162,266	0
Administration	991,418	786,870	79%	1,006,332	860,950	86%	1,006,332	1,074,332	(68,000)
Public Safety (Fire & LEO)	469,889	370,856	79%	444,082	374,491	84%	444,082	507,082	(63,000)
Snow Removal	24,030	14,247	59%	24,030	14,498	60%	24,030	24,030	0
Debt Service	112,363	21,207	19%	179,033	38,827	22%	179,033	179,033	0
Small Projects & Equip. (CARES/CRRSA/ARPA Supported)	1,787,087	877,449	49%	837,457	789,727	94%	837,457	930,457	(93,000)
Transfers to Other Airport Funds	1,000,000	0	0%	1,000,000	0	0%	1,000,000	1,000,000	0
Other Airport Expenses	62,188	28,801	46%	62,188	25,248	41%	62,188	62,188	0
Year-end GASB68 & GASB75 Retiree Accrual Adjustments	45,000	0		45,000	0		45,000	45,000	0
TOTAL EXPENSES	$ 5,639,994	$ 2,856,338		$ 4,736,525	$ 2,878,344		$ 4,736,525	**$ 4,960,525**	$ (224,000)
ENDING UNRESTRICTED NET ASSETS	$ 480,335	$ 2,775,375		$ 415,457	$ 3,639,850		$ 415,457	$ 2,556,115 **(2)**	

FOOTNOTES:

1) Beginning Net Assets agrees with the Comprehensive Annual Financial Report (CAFR) with the following adjustment:

Total Net Assets per CAFR 6/30/23	$ 53,593,733
Less: Net Assets in Capital & PFC Funds	$ (13,347,909)
Total Beginning Net Assets	$ 40,245,824

FY2024 Projected Totals	
Total Revenues	**$ 5,211,482**
Total Expenses	**$ 4,960,525**
FY2024 Surplus	**$ 250,957**

2) FY 2024 Ending Unrestricted Net Assets is comprised of the following:

Des. for Maintenance (Rental Car Facility)	$ 130,359	($88,131.96 beginning + $42,226.90 year end addition to reserve)
Reserve for Encumbrances at Year-end	$ 141,142	(encumbrances carried forward to FY2024)
GASB68 Pension-related Accrual	$ (830,555)	(net liability as of the end of FY2023)
GASB75 Other OPEB Obligations	$ (659,769)	(net liability as of the end of FY2023)
GASB87 Net Lease Receivables	$ 1,742	(net receivables as of 6/30/23)
Undesignated Retained Earnings	$ 3,773,196	
	$ 2,556,115	

THE CITY OF LYNCHBURG
LYNCHBURG REGIONAL JUVENILE DETENTION CENTER
1400 Florida Avenue
Lynchburg, VA 24501

May 28, 2024

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

RE: March 31, 2024, Quarterly Financial Report – Lynchburg Regional Juvenile Detention Center

Lynchburg Regional Juvenile Detention Center

The attached Lynchburg Regional Juvenile Detention Center (Detention Center) financial report summarizes the financial activities through March 31, 2024. The financial spreadsheet provides comparative year-to-date data for the same period of FY 2023.

REVENUES

Charges for Services

Revenue in this category for the third quarter of FY 2024 is $1,655,873 or 79.2% of the budget.

Department of Juvenile Justice Block Grant

This revenue category represents allocations from the Virginia Department of Juvenile Justice (DJJ) for operational expenses of the Detention Center. Revenues received from the DJJ through the third quarter of FY 2024 are $830,271 or 79.5% of the budget.

United States Department of Agriculture (USDA)

This revenue category consists of reimbursements for meals served to juveniles at the Detention Center. Year-to-date revenues from USDA for FY 2024 are $42,827 or 107.1% of the budget.

Miscellaneous and State Ward Per Diem

Revenue in this category for the third quarter of FY 2024 is $15,350.

EXPENDITURES

Overall expenditures for the third quarter of FY 2024 were $2,404,040 or 75.4% of the budget.

LYNCHBURG REGIONAL JUVENILE DETENTION CENTER

1400 Florida Avenue
Lynchburg, VA 24501

Juvenile Population

The average number of juveniles being served per day through the third quarter of FY 2024 is 20 as compared to 12 in FY 2023. The percentage of Lynchburg City's juveniles through the third quarter is 61% of the total juvenile population.

SUMMARY

The Lynchburg Regional Detention Center is recognized for providing educational services, mental health services, physical health services, and partnerships with local area businesses.

The total revenue through the third quarter is $2,544,321 and the total expenditures are $2,404,040.

Lynchburg Regional Juvenile Detention Center
Special Revenue Fund
Financial Summary
Third Quarter: As of March 31, 2024

	FY 2023 Amended Budget	FY 2023 Actual 3rd QTR YTD	FY 2023 % of Budget	FY 2024 Amended Budget	FY 2024 Actual 3rd QTR YTD	FY 2024 % of Budget	FY 2024 Amended Budget	FY 2024 Actual 3rd QTR YTD	FY 2024 Actual to Amended
Beginning Funds at July 1		321,805			222,460				
Revenues:									
Charges for Services	1,596,689	1,017,707	63.7%	2,090,687	1,655,873	79.2%	2,090,687	1,655,873	434,814
Intergovernmental- Department of Juvenile Justice Block Grant	1,017,086	798,507	78.5%	1,044,329	830,271	79.5%	1,044,329	830,271	214,058
Intergovernmental- USDA	40,000	29,362	73.4%	40,000	42,827	107.1%	40,000	42,827	(2,827)
Community Placement Program (CPP)	850,000	0	0.0%	0	0	0.0%	0	0	0
Miscellaneous and State Ward Per Diem	1,400	3,950	0.0%	1,400	15,350	1096.4%	1,400	15,350	(13,950)
Total Revenues	3,505,175	1,849,526	52.8%	3,176,416	2,544,321	80.1%	3,176,416	2,544,321	632,095
Expenditures:									
Salaries	1,835,184	1,044,205	56.9%	1,696,960	1,305,295	76.9%	1,696,960	1,305,295	391,665
Employee Benefits	834,407	426,173	51.1%	748,739	469,250	62.7%	748,739	469,250	279,489
Contractual Services	52,374	31,785	60.7%	70,194	46,356	66.0%	70,194	46,356	23,838
Fleet Services	14,868	6,512	43.8%	8,280	10,041	121.3%	8,280	10,041	(1,761)
Supplies and Materials	201,900	93,124	46.1%	159,700	183,801	115.1%	159,700	183,801	(24,101)
Utilities	80,750	56,679	70.2%	67,687	59,043	87.2%	67,687	59,043	8,644
Training and Conferences	23,739	1,486	6.3%	6,050	899	14.9%	6,050	899	5,151
Telephone Services	6,540	5,123	78.3%	7,000	4,907	70.1%	7,000	4,907	2,093
Cable/Satellite TV Service	1,825	1,261	69.1%	1,200	744	62.0%	1,200	744	456
Postage and Mailing	850	108	12.7%	850	70	8.2%	850	70	780
Indirect Costs	272,270	204,203	75.0%	281,188	210,891	75.0%	281,188	210,891	70,297
Self Insurance	24,310	24,310	100.0%	32,185	32,185	100.0%	32,185	32,185	0
Dues and Memberships	500	1,499	299.8%	1,000	908	90.8%	1,000	908	92
Misc. Other Charges	26,367	0	0.0%	6,000	1,926	32.1%	6,000	1,926	4,074
Rentals and Leases	4,309	2,162	50.2%	3,410	2,335	68.5%	3,410	2,335	1,075
Specific Use Equipment	0	13,770	100.0%	0	14,586	100.0%	0	14,586	(14,586)
Health and Dental Benefits for Retirees	63,168	45,792	72.5%	63,168	47,376	75.0%	63,168	47,376	15,792
Unemployment Compensation	1,000	0	0.0%	1,000	0	0.0%	1,000	0	1,000
Workers Comp Indemnity Pymt	10,000	0	0.0%	10,000	0	0.0%	10,000	0	10,000
Professional Services	5,276	4,728	89.6%	13,061	4,778	36.6%	13,061	4,778	8,283
Serial Bond Principal	7,000	7,000	100.0%	7,175	7,175	100.0%	7,175	7,175	0
Serial Bond Interest	3,124	1,649	52.8%	2,770	1,474	53.2%	2,770	1,474	1,296
TrTo Int Ser Fleet Fund	35,410	0	0.0%	0	0	0.0%	0	0	0
Total Expenditures	3,505,171	1,971,569	56.2%	3,187,617	2,404,040	75.4%	3,187,617	2,404,040	783,577
TOTAL FUND BALANCE		**199,762**			**362,741**				

May 28, 2024

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: Children's Services Act (CSA) Fund Financial Report for the period ending March 31, 2024.

The attached CSA Fund Financial Summary outlines the financial activity through March 31, 2024. Under the State guidelines, CSA prior year obligations are paid through September 30th of each year. However, the annual budget is prepared on a fiscal year basis (July-June). Because of the State guidelines, expenditures for this fund are unique due to the overlap of grants each fiscal year.

REVENUES

- Public Assistance – Welfare and Administration

  The Public Assistance revenue source is the reimbursement received from the State for local expenses incurred under CSA for providing services to at-risk youth and their families. The current rate of reimbursement for community-based services is 86.32%, residential services is 65.8%, and for all other services, 72.64%.

  - State of Virginia reimbursements for the Children's Services grant through the 3rd quarter are $4,274,407 or 90.2% of the adopted FY24 budget.

- CSA Contribution – General Fund and Schools

  - Required local match for all State funds received through the 3rd quarter of FY24; $147,406 or 75.0% from the City of Lynchburg Schools and $1,815,691 or 77.7% from the City of Lynchburg General Fund have been received.

- Miscellaneous Revenue/Budget Designations

  - Miscellaneous Revenue comprised of CSA parental co-payments, child support and recoupments from social security payments. Revenue received through the 3rd quarter of FY24 were $70,041 or 144.0% of the adopted FY24 budget.

EXPENSES

- Administrative expenses
  - CSA administrative expenses comprised of salaries and supplies. Expenditures through the 3rd quarter of FY24 were $52,000 or 66.4% of the adopted FY24 budget.

- Sum-Sufficient– Foster Care
  - Foster care expenses comprise residential facilities, day care, maintenance and enhanced payments to foster parents and foster care prevention services. Expenditures through the 3rd quarter of FY24 were $2,899,998 or 86.5% of the adopted FY24 budget.

- Sum-Sufficient– Special Education
  - Special education expenditures comprised of Special Education to students for the City of Lynchburg Schools. Expenditures can increase and decrease due to enrollments in private day placement schools. Expenditures through the 3rd quarter of FY24 were $2,680,448 or 92.1% of the adopted FY24 budget.

- Non-Sum Sufficient Services (Non-Mandated)
  - Non-Sum Sufficient expenditures comprised of counseling, mentoring, crisis intervention, and foster care prevention services. Expenditures through the 3rd quarter of FY 2024 were $12,085 or 3.2% of the adopted FY24 budget. Non-Sum Sufficient services are provided almost exclusively to youth involved in the court system. The Court Services are accessing alternate funding for court-involved youth to decrease expenditures in this category.

- Community Base (Sum/Non-Sum Sufficient) Services
  - Community services may include assessment, crisis stabilization, therapy, or intervention services provided in the child's home. Community Based Services through the 3rd quarter of FY 2024 total $499,684, or 82.5% of the adopted FY24 budget.
  -

The Children's Services Act has requested additional funding for the third quarter of FY24. Special education expenses have increased by 24%, Foster Care maintenance which include child care have increased by 14% along with Community based services by 4%.

SUMMARY

While the number of children currently in foster care fluctuates during the year, more children fall into the "Sum-Sufficient" mandated classification and access CSA funds due to the severity of their needs. Other factors impacting the budget can be an increase of children receiving more intensive services for extended periods, increased vendor rates, parental agreements, and an increase in special educational services.

Respectfully submitted,

Preston Sellers
Director of Human Services

c:

Wynter Benda, City Manager
Gregory Patrick, Deputy City Manager
Kent White, Assistant City Manager
Donna Witt, Director of Financial Services
Rhonda Allbeck, Assistant Director of Financial Services
Kathy Collins, Financial Professional IV

Children's Services Act
Special Revenue Fund
Financial Summary
March 31, 2024

	FY 2023 Amended Budget	FY 2023 Actual 3 QTR YTD	FY 2023 % of Budget	FY 2024 Amended Budget	FY 2024 Actual 3 QTR YTD	FY 2024 % of Budget
Beginning Fund Balance		362,856		0	84,739	
Revenues:						
Public Assistance - Welfare and Administration	5,503,828	3,580,325	65.1%	4,738,816	4,274,407	90.2%
Transfer from Lynchburg City Schools	196,541	147,406	75.0%	196,541	147,406	75.0%
Transfer from General Fund	2,039,543	1,529,657	75.0%	2,336,588	1,815,691	77.7%
Miscellaneous/Special Welfare	48,700	18,508	38.0%	48,650	70,041	144.0%
Budget Designations	319,950	0		0	0	0.0%
Total Revenues	8,108,562	5,275,896	65.1%	7,320,595	6,307,545	86.2%
Expenses:						
Administrative Expenses	71,917	49,308	68.6%	78,323	52,000	66.4%
Sum-Sufficient - Foster Care	3,252,280	2,682,988	82.5%	3,351,750	2,899,998	86.5%
Sum-Sufficient - Special Education	3,686,708	2,159,043	58.6%	2,908,865	2,680,448	92.1%
Non-Sum Sufficient Services (Non-Mandated)	375,907	15,120	4.0%	375,907	12,085	3.2%
Sum- and Non-Sum Sufficient Services (Community Based)	721,750	383,575	53.1%	605,750	499,684	82.5%
Miscellaneous/Budget Designations/Transfer to GF	0	0		0	0	
Total Expenditures	8,108,562	5,290,034	65.2%	7,320,595	6,144,215	83.9%
ENDING FUND BALANCE	0	348,718		0	248,069	

May 28, 2024

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: March 31, 2024 Quarterly Financial Report – Water Operating Fund

The attached Water Operating Fund Financial Summary summarizes the financial activity for this fund through March 31, 2024. This quarterly report provides comparative financial information for the same period of the prior fiscal year. Projected variances between the FY 2024 Adopted Budget and the Department's year-end projections are described below.

REVENUES

Following the completion of the third quarter, overall revenues for FY 2024 are projected to be $437,300 (2.5%) more than budget. Explanations of this variance follow:

- **Charges for Services:**

  Revenue in this category is projected to be $331,700 (2.2%) more than budget. This is primarily due to more than expected revenues from water connections, availability fees and water cost plus billings.

- **Water Contracts:**

  Revenue in this category reflects billing activity to the counties of Amherst, Bedford, and Campbell, and to the industries of CertainTeed and Frito-Lay. Revenue is projected to be $118,000 (4.9%) less than budget. This is primarily due to CertainTeed's, Frito-Lay's and Campbell County's decreased water purchases.

- **Interest and Other:**

  Interest and Other is projected to be $223,600 (61.7%) more than budget. This is mostly due to higher than anticipated interest rates on investments.

EXPENSES

Overall expenses for FY 2024 are projected to be $392,800 (2.0%) over budget. Explanations of this variance follow:

- **Departmental Operation and Maintenance:**

Departmental Operation and Maintenance expenses are projected to be $717,800 (5.7%) over budget. This category includes the Water Treatment Plant, Meter Operations, Water Line Maintenance and Administration. (Water Treatment - $276,100 over budget, Meter Operations - $24,500 savings, Water Line Maintenance – $471,900 over budget, Administration - $5,700 over savings). This variance is broken down as follows:

➢ Personnel Services and Benefits		$ (69,700)
➢ Chemicals		(118,000)
➢ Utilities		(145,000)
➢ Internal Service Charges		(47,100)
➢ Supplies and Materials		(162,400)
➢ Contractual Services		(78,400)
➢ All Other		(97,200)
	Total	**$ (717,800)**

Personnel Services and Benefits is expected to be overbudget mostly due to estimated vacancies are better than expected for water utility line technicians and overtime costs associated with Water Treatment Plant operators. Chemicals and Utilities are over budget due to recent dry weather period beginning in last summer to December. The average annual water pumped from James River over the previous nine years was 3.9%. The first six months of this fiscal year the average monthly use from James River was 30.4%. Supplies and Materials increase is primarily due to an increase in cost of parts used for repairs of the water distribution system. Contractual Services budget overrun is due to high cost to repair a water main break in a vault on the north side of James River and legal services needed to secure water rights to the James River. All Other increase is mostly associated with the water main break on Commerce Street resulting in damages to Bluffwalk's sidewalk and landscape.

- **Non-Departmental Operation and Maintenance:**

Non-Departmental Operation and Maintenance expenses are projected to be at budget.

- **Capital Outlay:**

Purchases in this category are projected to be $77,00 (52.7%) under budget. This is associated with the following items: 1) Obtaining a replacement copier and printer using a five-year lease approach rather than straight purchase. 2) Two additional vehicles that were scheduled to arrive in FY 2024 will not arrive until FY 2025.

- **Transfers to Capital:**

Transfers to Capital are projected to be at budget.

- **Debt Service:**

  Expenditures in debt service are projected to be $248,000 (6.0%) under budget. This is mostly due to lesser use of line of credit proceeds planned for several large projects that had beginning construction dates deferred resulting in $186,000 savings. Many of these large projects were impacted by additional time required for resolution to easement issues. One project was bid with costs that significantly exceeded cost estimate and thus required a rebid. Another project was delayed due to a of hold up of rail road permits. Additional savings of $62,000 in the first year's payment of principal and interests costs of the 2023 General Obligation Bonds Issuance was incurred due to less than expected borrowings.

EXPENSES FROM CAPITAL PROJECTS

- The Commerce Street Renewal Project is substantially complete. $107,000 in expenditures on this project is projected to not be capitalized. In accordance with generally accepted accounting principles, project work funded in the capital funds that do not result in asset capitalization is required to be expensed.

SUMMARY

The third quarter report reflects a stable FY 2024 financial position for this fund. Under the Council adopted financial policies two important financial ratios are included, debt coverage ratio and fund balance ratio. The projected debt coverage ratio for the fiscal year is projected to be 1.20, which is at Council's financial policy minimum target of 1.20. The projected fund balance ratio for the fiscal year is 32% compared to the target range of 25% - 40%.

Respectfully submitted,

Timothy A. Mitchell, P.E.
Director of Water Resources

cc: Wynter Benda, City Manager
Greg Patrick, Deputy City Manager
Donna Witt, Chief Financial Officer

WATER OPERATING FUND
FINANCIAL SUMMARY
Quarter Ending March 31, 2024

	FY 2023 Adopted Budget	FY 2023 Actual Q3 YTD	FY 2023 % of Budget	FY 2024 Adopted Budget	FY 2024 Actual Q3 YTD	FY 2024 % of Budget	FY 2024 Adopted Budget	FY 2024 Projection	FY 2024 $ Variance Adopted Budget vs. Projected
REVENUES:									
Charges for Services	$13,979,043	$10,053,928	72%	$14,860,284	$10,776,182	73%	$14,860,284	$15,191,984	$331,700
Water Contracts	2,192,970	1,651,191	75%	2,428,678	1,647,499	68%	2,428,678	2,310,678	(118,000)
Interest and Other	25,500	302,789	1187%	362,500	464,616	128%	362,500	586,100	223,600
	$16,197,513	**$12,007,908**		**$17,651,462**	**$12,888,297**		**$17,651,462**	**$18,088,762**	**$437,300**
EXPENSES									
Departmental O&M	$11,897,363	$8,398,205	71%	$12,536,401	$9,594,991	77%	$12,536,401	$13,254,201	($717,800)
Non-Departmental O&M	249,636	131,492	53%	306,714	135,288	44%	306,714	306,714	-
Capital Outlay/Purchases	47,000	16,485	35%	146,000	53,360	37%	146,000	69,000	77,000
Transfers to Capital	2,000,000	1,500,000	75%	2,400,000	1,815,626	76%	2,400,000	2,400,000	-
Debt Service	3,404,650	2,774,637	81%	4,037,167	3,047,097	75%	4,037,167	3,789,167	248,000
	$17,598,649	**$12,820,819**		**$19,426,282**	**$14,646,362**		**$19,426,282**	**$19,819,082**	**($392,800)**
EXPENSES FROM CAPITAL PROJECTS:		**$0**			**$0**			**($107,000)**	

KEY RATIOS:

Unrestricted cash target range as a % of operating expenses & debt service:	25% - 40%	
Unrestricted cash as a % of operating expenses & debt service:	32%	
Financial Policy targeted debt coverage ratio minimum:	1.20	
Ending debt coverage ratio:	1.20	(a)

Note (a) Calculation of debt coverage includes $125,000 of capitalizable costs for internal labor charges applicable to time spent on capital project activities.

May 28, 2024

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: March 31, 2024 Quarterly Financial Report – Sewer Operating Fund

The attached Sewer Operating Fund Financial Summary summarizes the financial activity for this fund through March 31, 2024. This quarterly report provides comparative financial information for the same period of the prior fiscal year. Projected variances between the FY 2024 Adopted Budget and the Department's year-end projections are described below.

REVENUES

Following the completion of the third quarter, overall revenues for FY 2024 are projected to be $2,181,400 (7.2%) greater than budget. Explanations of this variance follow:

- **Charges for Services:**

  Revenue in this category is projected to be $1,127,000 (4.5%) over budget that is mostly attributable to the following: 1) Inside City Sewer Sales increase of $188,000 related to commercial, industrial and institutional customers. 2) Sewer Hauler Charges increase of $600,000. 3) Connection and Availability Fees increase of $265,000.

- **Sewer Contracts:**

  Revenue in this category reflects billing activity in the counties of Amherst, Bedford, and Campbell and the industries of CertainTeed and Frito-Lay. Revenue is projected to be $452,900 (9.4%) over budget. Due to significant cost increases at Water Resources Recovery Facility (WRRF), counties of Amherst, Bedford and Campbell all recently consented to increase their monthly sewer operating billings to cover their shared allocations of plant operating cost. These billing increases are projected to be $249,000 more than budget. County reimbursements of WRRF FY 2023 completed projects are expected to be $147,900 over budget. This is directly related to all three counties electing to reimburse nearly 100% of their share of FY 2023 completed projects with PayGo rather than financing most of their shared project costs under the terms of the City's latest bond issuance. Additional revenue of $100,000 from Frito-Lay is expected. These increases in revenue are offset by a projected decrease in CertainTeed's sewer sales of $44,000.

- **Interest and Other:**

  Revenue in this category is projected to be $601,500 (112%) greater than budget. This is primarily due to higher than anticipated interest rates on investments.

EXPENSES

Overall expenses for FY 2024 are projected to be $642,100 (2.0%) less than budget. Explanations of this variance follow:

- **Departmental Operation and Maintenance:**

  Departmental Operation and Maintenance expenses are projected to be $423,100 (2.4%) less than budget. This category includes the Water Resources Recovery Facility (WRRF) and Sewer Line Maintenance. The WRRF is projected to have $646,200 savings and Sewer Line Maintenance is projected to be $223,100 over budget. These variances are broken down as follows:

➢ Personnel Services and Benefits	$ (159,200)
➢ Utilities	(30,000)
➢ Chemicals	336,000
➢ Internal Service Charges	(48,000)
➢ Supplies and Materials	247,400
➢ Contractual Services	162,400
➢ All Other	(85,500)
Total	**$ 423,100**

Personnel and Benefits is projected to be over budget as a result of the following: (1) Projected vacancies for sewer utility line technicians are better than projected. (2) Overtime related to emergency sewer line repairs, adequate wastewater operator coverage and industrial pretreatment workload. Chemical budgets were based on two previous years trends of significant chemical increases. Chemical pricing has stabilized as of the last contract renewal. Internal Service Charges are expected to be more than budget due to high costs of over the road tractor repairs. The savings in Supplies and Materials is primarily associated with decreased purchases for replacement tools, mechanical maintenance and repair materials, and certain laboratory supplies. Savings in Contractual Services is mostly related to a Solids Handling Study budgeted in the Sewer Operating Fund. Due to projects that will be resulting from this study, funding for this study is now being funded in the Sewer Capital Fund. Increase in All Other is associated with unbudgeted portable air condition unit rentals associated with the Water Resource Recovery Facility Control Building HVAC Project.

Non-Departmental Operation and Maintenance:

Non-Departmental Operation and Maintenance expenses are projected to be at budget.

- **Capital Outlay:**

  Purchases in Capital Outlay are projected to be $160,000 (21.5%) under budget. Due to significantly increased costs to purchase a track-hoe, decision was made to continue renting a track-hoe on an as needed basis.

- **Transfers to Capital:**

  Transfers to Capital are projected to be at budget.

- **Debt Service:**

  Expenditures in debt service are projected to be $59,000 (0.6%) below budget due to less than expected first year's payment of principal and interest costs of FY 2023 General Obligation Bond Issuance and slightly less than expected use of line of credit proceeds to fund sewer projects.

EXPENSES FROM CAPITAL PROJECTS

- The Commerce Street Renewal Project is substantially complete. $45,600 in expenditures on this project is projected to not be capitalized. In accordance with generally accepted accounting principles, project work funded in the capital funds that do not result in asset capitalization should be expensed.

SUMMARY

This third quarter report reflects a stable FY 2024 financial position for this fund. Under the Council adopted financial policies, two important financial ratios, debt coverage ratio and fund balance ratio are projected to be above or within policy targets. The projected debt coverage ratio for the fiscal year is 1.60 compared to a target range of 1.20 to 1.50. The projected fund balance ratio for the fiscal year is 38% compared to a target range 25% - 40%.

Respectfully submitted,

Timothy A. Mitchell, P.E.
Director of Water Resources

cc: Wynter Benda, City Manager
Greg Patrick, Deputy City Manager
Donna Witt, Chief Financial Officer

SEWER OPERATING FUND
FINANCIAL SUMMARY
Quarter Ending March 31, 2024

	FY 2023 Adopted Budget	FY 2023 Actual Q3 YTD	FY 2023 % of Budget	FY 2024 Adopted Budget	FY 2024 Actual Q3 YTD	FY 2024 % of Budget	FY 2024 Adopted Budget	FY 2024 Projection	FY 2024 $ Variance Adopted Budget vs. Projected
REVENUES:									
Charges for Services	$23,046,719	$16,323,932	71%	$25,011,633	$ 18,107,719	72%	$25,011,633	$26,138,633	$1,127,000
Sewer Contracts	4,470,778	3,155,486	71%	4,834,550	3,508,521	73%	4,834,550	5,287,450	452,900
Interest and Other	30,870	564,750	1829%	537,000	1,063,074	198%	537,000	1,138,500	601,500
	$27,548,367	**$20,044,168**		**$30,383,183**	**$22,679,313**		**$30,383,183**	**$32,564,583**	**$2,181,400**
EXPENSES:									
Departmental O&M	$14,716,969	$10,932,353	74%	$17,999,795	$12,239,693	68%	$17,999,795	$17,576,695	$423,100
Non-Departmental O&M	264,907	141,054	53%	334,202	145,106	43%	334,202	334,202	-
Capital Outlay/Purchases	715,000	487,659	68%	745,000	195,913	26%	745,000	585,000	160,000
Transfers to Capital	3,300,000	2,476,750	75%	3,600,000	2,700,000	75%	3,600,000	3,600,000	-
Debt service	8,820,175	5,384,840	61%	9,348,718	6,057,386	65%	9,348,718	9,289,718	59,000
	$27,817,051	**$19,422,656**		**$32,027,715**	**$21,338,099**		**$32,027,715**	**$31,385,615**	**$642,100**
EXPENSES FROM CAPITAL PROJECTS		**$0**			**$0**			**($45,600)**	

KEY RATIOS:

Unrestricted cash target range as a % of operating expenses & debt service:	25% - 40%
Unrestricted cash as a % of operating expenses & debt service:	38%
Financial Policy targeted debt coverage ratio minimum:	1.20
Ending debt coverage ratio:	1.60 (a)

Note (a) Calculation of debt coverage includes estimated $164,000 of capitalizable costs for internal labor charges applicable to time spent on capital project activities.

May 28, 2024

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: March 31, 2024 Quarterly Financial Report – Stormwater Operating Fund

The attached Stormwater Operating Fund Financial Summary summarizes the financial activity for this fund through March 31, 2024. This quarterly report provides comparative financial information for the same period of the prior fiscal year. Projected variances between the FY 2024 Budget and the Department's year-end projections are described below.

REVENUES

Following the completion of the third quarter, the overall revenues for FY 2024 are projected to exceed budget by $33,500 (.8%). Explanations of this variance follow:

- **Charges for Services:**

  Revenue in this category reflects billing activity for all known impervious areas, Virginia Stormwater Management Program (VSMP) permits and delinquent charges on past due accounts. Charges for Services are projected to be under budget by $6,500 (0.2%). This is mostly associated from a refund for overbilling an institutional customer since 2015.

- **Interest and Other:**

  Interest and Other is projected to exceed budget by $40,000 (64.5%). This is primarily due to higher than expected interest revenue on investments.

- **Transfers from Other Funds:**

  Transfers from General Fund are projected to be at budget.

EXPENSES

Overall expenses for FY 2024 are projected to be $146,800 (3.2%) below budget. Explanations of this variance follow:

- **Departmental Operation and Maintenance:**

  Departmental Operation and Maintenance is projected to be $18,400 (.5%) over budget. This variance is broken down as follows:

➢ Personnel Services		($24,000)
➢ Internal Services		(12,000)
➢ Contractual Services		76,300
➢ Supplies and Materials		17,500
➢ Public Works and Community Development		(44,000)
➢ All Other		($32,200)
	Total	**($18,400)**

  Personnel Services is projected to be over budget. This is mostly associated with better than projected vacancies for the fiscal year. Savings in Contractual Services is related to the following: 1) Several planned outfall repairs have been determined that outfall replacements are needed and will be funded in Stormwater Capital Fund. 2) Savings in Engineering Costs related to municipal separate storm sewer system (MS4) permit. 3) Planned costs for cleanout for Greenwood Pond included $20,000 of landfill fees. For cost savings, landfill fees were paid directly by Department of Water Resources. Supplies and Materials are less than budget due to savings in lab supplies and ground maintenance supplies. Public Works and Community Development costs are expected to be greater than budget due to greater volume of leaf collection and increased costs of temporary staffing. All Other will be over budget primarily due to much higher landfill fees associated with dredging Greenwood Pond as discussed earlier.

  Non-Departmental Operation and Maintenance:

  Non-Departmental Operation and Maintenance expenses are projected to be at budget.

- **Capital Outlay:**

  Capital Outlay is projected to be at budget.

- **Transfers to Capital:**

  Transfers to Capital are projected to be at budget.

- **Debt Service:**

  Debt Service expenditures are projected to be $165,200 (31.9%) under budget. This is mostly attributable to lesser use of line of credit proceeds. Lesser use of line of credit proceeds are the result from the delay of several projects needing easement issues to be resolved.

EXPENSES FROM CAPITAL PROJECTS

- In a previous year, a contractor was hired to inspect over 32,000 linear feet of stormwater systems in three neighborhoods to determine the integrity and remaining asset life in these areas. After engineering review, it's was determined that rehabilitation or replacement will not be required for ten or more years. Therefore, $117,000 paid on these projects will not capitalized as new assets. In accordance with generally accepted accounting principles, project work funded in the capital funds that do not result in asset capitalization is required to be expensed.

SUMMARY

The third quarter report reflects a stable FY 2024 financial position for this fund. Under the Council adopted financial policies, two important financial ratios, debt coverage ratio and fund balance ratio are projected to be above policy targets. The projected debt coverage ratio for the fiscal year is 1.69, which is above Council's financial policy minimum target of 1.20. The projected fund balance ratio for the fiscal year is 29% compared to the target range of 15%- 20%.

Respectfully submitted,

Timothy A. Mitchell, P.E.
Director of Water Resources

cc: Wynter Benda, City Manager
Greg Patrick, Deputy City Manager
Donna Witt, Chief Financial Officer

STORMWATER OPERATING FUND
FINANCIAL SUMMARY
Quarter Ending March 31, 2024

	FY 2023 Adopted Budget	FY 2023 Actual Q3 YTD	FY 2023 % of Budget	FY 2024 Adopted Budget	FY 2024 Actual Q3 YTD	FY 2024 % of Budget	FY 2024 Adopted Budget	FY 2024 Projection	FY 2024 $ Variance Adopted Budget vs. Projected
REVENUES:									
Charges for Services	$3,554,750	$2,437,707	69%	$3,841,830	$2,613,805	68%	$3,841,830	$3,835,330	($6,500)
Interest and Other	8,000	91,205	1140%	62,000	91,878	148%	62,000	102,000	40,000
Transfers from Other Funds	275,000	206,250	75%	275,000	206,250	75%	275,000	275,000	-
	$3,837,750	**2,735,161**		**$4,178,830**	**$2,911,933**		**$4,178,830**	**$4,212,330**	**$33,500**
EXPENSES:									
Departmental O&M	$3,623,518	$2,500,701	69%	$3,511,231	$2,525,246	72%	$3,511,231	$3,529,631	($18,400)
Non-Departmental O&M	26,210	37,707	144%	28,776	12,740	44%	28,776	28,776	-
Capital Outlay/Purchases	-	8,750		-	-		-	-	-
Transfers to Capital	270,000	202,500	75%	500,000	375,000	75%	500,000	500,000	-
Debt Service	187,854	100,988	54%	517,718	350,565	68%	517,718	352,518	165,200
	$4,107,582	**$2,850,646**		**$4,557,725**	**$3,263,552**		**$4,557,725**	**$4,410,925**	**$146,800**
EXPENSES FROM CAPITAL PROJECTS:		**$0**			**$0**			**($117,000)**	

KEY RATIOS:

Unrestricted cash target range as a % of operating expenses & debt service	15% - 20%
Projected unrestricted cash as a % of operating expenses at year end	29%
Financial Policy targeted debt coverage ratio minimum:	1.20
Ending debt coverage ratio:	1.69 (a)

Note (a) Calculation of debt coverage includes $60,000 of estimated capitalizable costs for internal labor charges applicable to time spent on capital project activities.

May 28, 2024

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: March 31, 2024 Quarterly Report - General Fund

Attached the Financial Summary for the City's General Fund (Fund) for the period ending March 31, 2024.

This quarterly report provides comparative information for the same period of the prior fiscal year and an annualized projection through the end of the current fiscal year.

NON-DEDICATED REVENUES

- **Real Estate Tax**

  Real Estate taxes are due in four quarterly installments on November 15, January 15, March 15, and May 15. As of the date of this report, there have been three installments for FY 2024 billed, and revenue (less tax relief) of $52,143,838 has been collected. The amount collected includes payments made for the entire year. Economic Development tax incentive payments totaling $172,427 have been paid during the fiscal year.

- **Personal Property Tax**

  Revenue collected through the third quarter of FY 2024 is $11,760,120, which is 53.0% of the fiscal year budget. This amount is $232,745 more than the amount collected through the third quarter of FY 2023. Personal property taxes are payable in two equal installments on June 5 and December 5. Additional billings for personal property acquisitions are due March 5 and September 5. Economic Development tax incentive payments totaling $31,109 have been paid during the fiscal year.

  In 1998, the Virginia General Assembly enacted the Personal Property Tax Relief Act (PPTRA) to reimburse citizens for a portion of the local personal property tax. In the 2004 Virginia General Assembly, the State capped the amount reimbursed to localities at $950 million for tax years 2006 and after. This action resulted in Lynchburg's share being set at $5,543,584. During the third quarter of FY 2024 the State reimbursed the City 75% as scheduled, bringing the year to date total to $5,266,405. The final payment of $277,179 is due in May 2024 (5%).

- **Consumer Utility Tax - Electric**

  Revenue of $2,439,895 has been received through collections for 8 months, which is 69.7% of the fiscal year budget.

- **Communication Sales and Use Tax**

  Revenue of $1,301,929 has been received, which is 65.1% of the fiscal year budget.

- **Local Sales Tax**

  Revenue of $12,864,779 has been received through collections for 7 months, which is 55.7% of the fiscal year budget. Economic Development tax incentives totaling $123,279 have been paid.

- **Business License Tax**

  Revenue of $2,461,875 has been collected. Since this tax is due May 1, the collection percentage, 25.0% is currently only a small part of the fiscal year budget. Economic Development tax incentive payments totaling $33,394 have been paid during the fiscal year.

- **Meals Tax**

  Revenue of $13,289,180 has been received through collections for 8 months, which is 65.6% of the fiscal year budget. Economic Development tax incentives totaling $385,472 have been paid.

- **Lodging Tax**

  Revenue of $2,476,038 has been received through collections for 8 months, which is 65.6% of the fiscal year budget. Economic Development tax incentives totaling $390,065 have been paid.

- **Amusement Tax**

  Revenue of $601,731 has been received through collections for 8 months, which is 66.9% of the fiscal year budget.

- **Permit, Fees, and Licenses**

  Revenue of $927,735 has been received, which is 85.3% of the fiscal year budget.

- **Fines and Forfeitures**

  Revenue of $215,748 has been received, which is 77.7% of the fiscal year budget. The timing of receiving court fines and parking fines varies greatly throughout the year, and staff will continue to keep a close watch on this revenue to see if an adjustment in projected revenue is necessary.

- **Interest on Investments**

  Investment income earned as of the end of the third quarter of FY 2024 is $5,241,383. This amount greatly exceeds budget due to the conservative budgeting based on the recent low interest rates.

- **Charges for Services**

  Revenue of $8,781,067 has been received, which is 83.6% of the fiscal year budget.

DEDICATED REVENUES

Intergovernmental Revenues (consisting of Constitutional Officers, Health and Human Services, and State & Federal subsidies) of $30,032,969 have been received, which is 72.7% of the fiscal year budget. The timing of submitting and receiving reimbursements for constitutional offices impacts these revenues.

EXPENDITURES

- **Operating Expenditures**

  Expenditures of $160,276,558 have been spent through the third quarter of FY 2024, which is 72.4% of the fiscal year budget.

- **Debt Service**

  Debt Service expenditures are following the FY 2024 debt schedule.

SUMMARY

This report represents nine months of fiscal activity. As the year progresses, revised estimates for revenues and expenditures will be presented to reflect the impact of changes.

Respectfully submitted,

D - S. Witt

Donna S. Witt
Chief Financial Officer

cc: Wynter C. Benda, City Manager
Greg Patrick, Deputy City Manager
Rhonda Allbeck, Assistant Director of Financial Services

Fiscal Year	Fiscal Calendar 2024
Fiscal Quarter of Year	(Multiple Items)
Fiscal Month of Year	(Multiple Items)
Fund	1001 General Fund
Account Type	Revenue
Process Status	Posted

Revenues	Adopted Budget	Budget Amendment	Amended Budget	Actual Amount 3.31.24	Remaining Budget w/o Encumbrances	Percentage of Amended Budget	Actual Amount 3.31.23
100 Taxes							
02110.0100 - Current Real Property Tax	66,581,098	-	66,581,098	54,129,963	12,451,135	81.3%	56,066,663
02110.0105 - Tax Relief For Elderly	(610,000)	-	(610,000)	(618,749)	8,749	101.4%	(589,242)
02110.0110 - Tax Relief-Rehabilitation Real Property	(1,166,030)	-	(1,166,030)	(1,367,376)	201,346	117.3%	(1,578,945)
02110.0200 - Delinquent Real Property Tax	700,000	-	700,000	646,576	53,424	92.4%	726,623
02110.0900 - Real Estate Tax- Economic Development Incentive	(185,183)	-	(185,183)	(172,427)	(12,756)	93.1%	(35,821)
02120.0100 - Current PSC Tax	2,700,000	-	2,700,000	2,318,407	381,593	85.9%	2,776,265
02130.0101 - Current Personal Property Tax PCI	22,175,000	-	22,175,000	11,760,120	10,414,880	53.0%	11,527,375
02130.0201 - Delinquent Personal Property Tax PCI	1,500,000	-	1,500,000	1,379,199	120,801	91.9%	1,250,237
02130.0205 - Recovery-C/O Personal Property Tax	-	-	-	81	(81)	0.0%	-
02130.0900 - Personal Property Tax- Economic Development Incentive	(21,079)	-	(21,079)	(31,109)	10,030	147.6%	(31,184)
02170.0100 - Penalty-PSC Tax	-	-	-	5,616	(5,616)	0.0%	6,855
02170.0105 - Penalty-Delinquent Tax	700,000	-	700,000	613,628	86,372	87.7%	632,095
02170.0200 - Interest-PSC Tax	-	-	-	985	(985)	0.0%	170
02170.0205 - Interest-Delinquent Tax	300,000	-	300,000	234,087	65,913	78.0%	270,224
02510.0000 - Local Sales And Use Tax	23,100,000	-	23,100,000	12,864,779	10,235,221	55.7%	12,790,349
02510.0900 - Local Sales & Use Tax- Economic Development Incentive	(98,583)	-	(98,583)	(123,279)	24,696	125.1%	(117,975)
02515.0100 - Consumer Utility Tax-Electric	3,500,000	-	3,500,000	2,439,895	1,060,105	69.7%	2,488,733
02515.0105 - Consumer Utility Tax-Gas	613,488	-	613,488	409,414	204,074	66.7%	417,722
02515.0120 - Right of Way Fees	225,000	-	225,000	146,809	78,191	65.2%	197,786
02515.0900 - Pen & Int - Consumer Utility Tax, None	-	-	-	1	(1)	0.0%	2
02517.0000 - Communication Sales & Use Tax	2,000,000	-	2,000,000	1,301,929	698,071	65.1%	1,378,233
02520.0000 - Business License Tax	9,850,000	-	9,850,000	2,461,875	7,388,125	25.0%	2,400,078
02520.0010 - Consumption Tax-Electric	307,877	-	307,877	203,932	103,945	66.2%	208,128
02520.0015 - Consumption Tax-Gas	26,698	-	26,698	19,417	7,281	72.7%	21,862
02520.0030 - Pen & Int-Business License	96,072	-	96,072	71,183	24,889	74.1%	87,152
02520.0900 - Business License Tax- Economic Development Incentive	(30,176)	-	(30,176)	(33,394)	3,218	110.7%	(33,404)
02530.0001 - Motor Vehicle Licenses PCI	-	-	-	154,620	(154,620)	0.0%	175,882
02530.0201 - Delinquent Motor Vehicle License	190,000	-	190,000	89,752	100,248	47.2%	111,769
02535.0000 - Bank Stock Tax	750,000	-	750,000	212,736	537,264	28.4%	2,568
02540.0100 - Recordation Tax-City	675,000	-	675,000	410,653	264,347	60.8%	555,655
02540.0200 - Probate Tax	19,098	-	19,098	21,991	(2,893)	115.1%	18,068
02545.0000 - Tobacco Tax	800,000	-	800,000	529,816	270,184	66.2%	509,843
02550.0000 - Amusement Tax	900,000	-	900,000	601,731	298,269	66.9%	557,363
02550.0005 - Pen & Int - Amusement Tax	-	-	-	1,584	(1,584)	0.0%	5,437
02555.0000 - Lodging Tax	3,775,000	-	3,775,000	2,476,038	1,298,962	65.6%	2,338,153
02555.0005 - Pen & Int - Lodging Tax	-	-	-	1,599	(1,599)	0.0%	1,889
02555.0900 - Lodging Tax- Economic Development Incentive	(342,931)	-	(342,931)	(390,065)	47,134	113.7%	(398,618)
02560.0000 - Meals Tax	20,265,000	-	20,265,000	13,289,180	6,975,820	65.6%	12,856,522
02560.0005 - Pen & Int - Meals Tax	49,793	-	49,793	62,474	(12,681)	125.5%	61,682
02560.0900 - Meals Tax- Economic Development Incentive	(314,850)	-	(314,850)	(385,472)	70,622	122.4%	(345,420)
100 Taxes Total	**159,030,292**	**-**	**159,030,292**	**105,738,199**	**53,292,093**	**66.5%**	**107,310,774**
110 Permits, Fees, & Licenses							
03005.0000 - Animal Licenses	4,000	-	4,000	2,408	1,592	60.2%	4,519
03010.0200 - Permit Parking Fees	200,000	-	200,000	177,409	22,591	88.7%	166,378
03010.0205 - Permit Parking Fees- Lease Agreement, None	50,000	-	50,000	3,080	46,920	6.2%	42,994
03010.0400 - Land Disturbing Fees	20,000	-	20,000	21,118	(1,118)	105.6%	14,105
03010.0600 - Transfer Fees	2,000	-	2,000	1,725	275	86.3%	1,754
03010.0700 - Zoning Appeal Fees-Inspc	1,000	-	1,000	200	800	20.0%	475
03010.0702 - Zoning Certification Letter	3,500	-	3,500	3,700	(200)	105.7%	2,100
03010.0705 - Legal Notice Advertising	10,000	-	10,000	5,854	4,146	58.5%	6,982
03010.0710 - Site Plan Reviews	15,000	-	15,000	11,902	3,098	79.3%	15,388
03010.0715 - Conditional Use Permits	3,000	-	3,000	2,883	117	96.1%	2,865
03010.0720 - Re-zoning Fees	8,000	-	8,000	4,670	3,330	58.4%	12,940
03010.0800 - Subdivision Plat Review	14,000	-	14,000	5,625	8,375	40.2%	10,153
03010.0900 - Building Insp Permit Fee	490,000	-	490,000	461,335	28,665	94.2%	372,047
03010.0901 - Elevator Inspect Admin Fee	20,000	-	20,000	16,840	3,160	84.2%	17,146
03010.0902 - Elevator Inspect Admin Fee Pen & Int	-	-	-	215	(215)	0.0%	268
03010.0920 - Sign Inspect Permit Fee	6,000	-	6,000	2,900	3,100	48.3%	4,000
03010.0925 - Demolition Fees	5,000	-	5,000	2,300	2,700	46.0%	6,395
03010.0927 - Building Plan Review	35,000	-	35,000	31,090	3,910	88.8%	30,028
03010.0928 - Vacant Building Registration Fee	30,000	-	30,000	36,047	(6,047)	120.2%	31,784
03010.0929 - Pen & Int-Vacant Building Registration Fee	-	-	-	5,034	(5,034)	0.0%	3,252
03010.0930 - Certificate of Occupancy for Existing Building	-	-	-	1,125	(1,125)	0.0%	1,875
03010.0931 - Temporary Certificate of Occupancy, None	-	-	-	8,250	(8,250)	0.0%	8,100
03010.0932 - Working Without a Building Permit	-	-	-	600	(600)	0.0%	-
03010.0933 - Short Term Rental Fee, None	15,000	-	15,000	9,750	5,250	65.0%	10,650
03010.0934 - Vacant Property Registration- Civil Penalties, None	18,000	-	18,000	13,030	4,970	72.4%	37,076
03010.0935 - Short Term Rental Program- Civil Penalty, None	3,000	-	3,000	1,500	1,500	50.0%	5,455
03010.0936 - Non-Compliance Penalty, None	-	-	-	-	-	0.0%	3,000
03010.0937 - Derelict- Civil Penalties, None	5,000	-	5,000	-	5,000	0.0%	-
03010.1000 - False Alarm Service Assessment	110,000	-	110,000	20,772	89,228	18.9%	35,133
03010.1005 - False Alarm Permit Fee, None	-	-	-	55,809	(55,809)	0.0%	-
03010.1100 - Concealed Weapon Permit	-	-	-	-	-	0.0%	20,815
03010.2005 - Taxicab Application Fees	3,000	-	3,000	900	2,100	30.0%	1,550
03010.2010 - Precious Metal Premits	1,600	-	1,600	200	1,400	12.5%	400
03010.2011 - Rental Reinspect/FollowUp	-	-	-	2,200	(2,200)	0.0%	950
03010.2012 - Rental Intial Inspection	-	-	-	1,300	(1,300)	0.0%	1,050
03010.2013 - Annual/Periodic Inspect Fee	15,000	-	15,000	1,300	13,700	8.7%	1,150
03010.2014 - Rental Intial Inspect-No Show	-	-	-	1,000	(1,000)	0.0%	1,650
03010.2015 - Rental Inspect- Pre Court	-	-	-	400	(400)	0.0%	250
03010.2016 - Rental Inspect-Annual No Show	-	-	-	600	(600)	0.0%	100
03010.2020 - Mobile Vendor License Fee	900	-	900	940	(40)	104.4%	1,260
03010.2027 - Right of Way Permit Fees, None	-	-	-	-	-	0.0%	-
03010.2028 - Dumpster Permit Fee , None	-	-	-	1,700	(1,700)	0.0%	100
03010.2029 - Dumpster Permit Fee- 30 Day Extension, None	-	-	-	500	(500)	0.0%	-
03010.2030 - Small Cell Facility (SCF)- Permit Fee, None	-	-	-	50	(50)	0.0%	-

Revenues	Adopted Budget	Budget Amendment	Amended Budget	Actual Amount 3.31.24	Remaining Budget w/o Encumbrances	Percentage of Amended Budget	Actual Amount 3.31.23
03010.2050 - Misc Permit Fee & License	-	-	-	9,474	(9,474)	0.0%	5,821
110 Permits, Fees, & Licenses Total	**1,088,000**	**-**	**1,088,000**	**927,735**	**160,265**	**85.3%**	**881,956**
120 Fines & Forfeitures							
03510.0100 - Court Fines And Forfeitures, None	175,000	-	175,000	137,297	37,703	78.5%	59,618
03510.0105 - Criminal Court Fees	2,500	-	2,500	1,541	959	61.6%	1,615
03510.0200 - Parking Fines	100,000	-	100,000	76,910	23,090	76.9%	82,504
120 Fines & Forfeitures Total	**277,500**	**-**	**277,500**	**215,748**	**61,752**	**77.7%**	**143,736**
130 Use of Money & Property							
04010.0100 - Interest on Investment	1,200,000	-	1,200,000	2,023,806	(823,806)	168.7%	1,057,161
04010.0101 - Interest-City Capital	700,000	-	700,000	1,635,254	(935,254)	233.6%	333,701
04010.0123 - Interest-Health Ins Resrv	-	-	-	56,208	(56,208)	0.0%	56,887
04010.0124 - Interest-OPEB	-	-	-	136,841	(136,841)	0.0%	19,651
04010.0131 - Interest Income- ARPA Funds Invested at LGIP, None	-	-	-	-	-	0.0%	682,820
04010.0132 - Interest Income - Nonjudicial Excess Funds, None	-	-	-	2,720	(2,720)	0.0%	-
04010.0156 - Interst-MktValueGain/Loss	-	-	-	1,041,894	(1,041,894)	0.0%	371,163
04010.0157 - Interest-SNAP Income	-	-	-	-	-	0.0%	7,997
04010.0200 - Lease Interest Income, None	-	-	-	-	-	0.0%	(8,562)
04020.0105 - Gen Govt Property Rental	133,893	-	133,893	114,248	19,645	85.3%	101,555
04020.0115 - Public Safety Prop Rent	36,250	-	36,250	37,616	(1,366)	103.8%	36,250
04020.0125 - Human Services Prop Rent	100,000	-	100,000	75,000	25,000	75.0%	75,000
04020.0135 - Downtown Parking Deck Lease, None	15,000	-	15,000	6,250	8,750	41.7%	6,900
04020.0200 - Culture & Rec. Prop Rent	15,070	-	15,070	11,303	3,768	75.0%	11,303
04020.0201 - Prop Rental-Stadium	20,000	-	20,000	16,655	3,345	83.3%	19,469
04020.0202 - Prop Rental-Market/Park.	120,000	-	120,000	82,199	37,801	68.5%	80,850
04020.0205 - Market Rent- Pen & Int	1,600	-	1,600	1,240	360	77.5%	1,264
04020.0207 - Rental of Museum Facilities, None	500	-	500	150	350	30.0%	-
130 Use of Money & Property Total	**2,342,313**	**-**	**2,342,313**	**5,241,383**	**(2,899,070)**	**223.8%**	**2,853,409**
140 Charges for Services							
04510.0900 - Collection & Tax Lien Fees	35,000	-	35,000	43,195	(8,195)	123.4%	58,317
04510.0901 - DMV Admin Fee	280,000	-	280,000	263,787	16,213	94.2%	238,299
04510.0915 - Processng Fee - Payroll deduction	4,000	-	4,000	4,155	(155)	103.9%	3,670
04510.0916 - Indirect Cost&Svc DetHome	281,188	-	281,188	210,891	70,297	75.0%	204,203
04510.0918 - Indirect Cost&Srvc Water	1,205,540	-	1,205,540	904,155	301,385	75.0%	848,102
04510.0919 - Indirect Cost&Srvc Sewer	295,346	-	295,346	209,183	86,163	70.8%	209,005
04510.0920 - Indirect Cost&Srvc WWTP	579,179	-	579,179	446,711	132,469	77.1%	446,331
04510.0921 - Indirect Cost&Srvc Airprt	181,137	-	181,137	135,853	45,284	75.0%	138,078
04510.0922 - Indirect Cost&Svc Strmwtr	343,855	-	343,855	257,891	85,964	75.0%	228,104
04515.0101 - Document Reprod Costs	7,000	-	7,000	6,720	280	96.0%	5,240
04515.0200 - Court Room Sheriff Fee, None	66,000	-	66,000	75,720	(9,720)	114.7%	51,974
04515.0300 - Fees For Court Officers	7,244	-	7,244	7,244	(0)	100.0%	7,244
04515.0301 - Legal Service Charges	40,000	-	40,000	-	40,000	0.0%	-
04515.0303 - Probation Supervisor Fee	8,000	-	8,000	7,206	794	90.1%	10,285
04515.0304 - Jail Fee, None	1,500	-	1,500	1,978	(478)	131.9%	1,562
04515.0305 - E-Summons Fee, None	14,000	-	14,000	17,088	(3,088)	122.1%	12,066
04515.0400 - Commonwealth Atty.Fees	5,000	-	5,000	3,665	1,335	73.3%	3,823
04515.0401 - CA Coll Fees- Gen Dist Ct	55,000	-	55,000	41,376	13,624	75.2%	20,248
04515.0402 - CA Coll Fees- J&D Court	1,050	-	1,050	2,517	(1,467)	239.7%	2,960
04515.0403 - CA Coll Fees- Circuit Crt	62,600	-	62,600	29,341	33,259	46.9%	36,393
04515.0404 - CA Coll Fees- FOIA Requests, None	2,500	-	2,500	40	2,460	1.6%	-
04520.0300 - Fire Prevention Fees	2,000	-	2,000	3,000	(1,000)	150.0%	3,000
04520.0301 - Ambulance Service Fees	3,300,130	-	3,300,130	2,302,605	997,525	69.8%	2,444,843
04520.0304 - Delinq Ambulance>120 Days	200,000	-	200,000	166,131	33,869	83.1%	188,345
04520.0305 - LFD Off Duty, None	-	-	-	94,864	(94,864)	0.0%	80,227
04520.0306 - LFD Off Duty - Penalty and Interest, None	-	-	-	313	(313)	0.0%	5,854
04520.0307 - Lynchburg Fire Dept Charges, None	-	-	-	-	-	0.0%	1,038
04520.0308 - Lynchburg Fire Dept Charges- Pen and Int, None	-	-	-	-	-	0.0%	25
04520.0901 - PIER Contract Payments	26,500	-	26,500	23,000	3,500	86.8%	26,500
04520.0903 - Police-Schools Resource Officer (SRO) Prog	140,000	-	140,000	144,323	(4,323)	103.1%	134,499
04520.0904 - Local Reimb-COL Confined Space	50,000	-	50,000	37,500	12,500	75.0%	37,500
04520.0905 - Police Report Sales	2,200	-	2,200	1,420	780	64.5%	2,098
04520.0906 - Range Use Fee	13,800	-	13,800	13,600	200	98.6%	13,600
04520.0908 - DUI Fees, None	-	-	-	2,206	(2,206)	0.0%	3,417
04520.0909 - LPD Off Duty	1,100,000	-	1,100,000	814,918	285,083	74.1%	631,650
04525.0106 - Downtown Parking Fees	35,000	-	35,000	30,175	4,825	86.2%	26,718
04525.0107 - PW Admin Stormwater Charges	165,199	-	165,199	156,866	8,333	95.0%	176,927
04525.0108 - PW Eng Stormwater Charges	12,334	-	12,334	16,993	(4,659)	137.8%	16,912
04525.0109 - PW-Leaf Collection Stormwater Charges, None	189,494	-	189,494	186,915	2,579	98.6%	206,325
04525.0218 - Trash Bag Srvc-Waste Zero	-	-	-	68,236	(68,236)	0.0%	72,028
04525.0219 - Landlord Set Out Program , None	6,000	-	6,000	4,347	1,653	72.5%	10,426
04525.0220 - Refuse Disposal Fee, None	-	-	-	535,761	(535,761)	0.0%	1,798,025
04525.0221 - Penalty- Refuse Disposal Fee, None	-	-	-	2,511	(2,511)	0.0%	16,334
04525.0300 - Bldg Maint Charge-Other	10,142	-	10,142	7,607	2,536	75.0%	7,607
04530.0409 - Human Services Court Order Fees	-	-	-	116	(116)	0.0%	2,440
04530.0410 - Lynchburg Youth Group Home Charges	625,000	-	625,000	557,050	67,950	89.1%	547,850
04535.0100 - Swimming Pool Fees	30,000	-	30,000	23,303	6,697	77.7%	16,066
04535.0150 - Recreation Program Fees	461,000	-	461,000	384,107	76,893	83.3%	401,157
04535.0151 - Recreation Program- Scholarship Fees , None	-	-	-	2,872	(2,872)	0.0%	324
04535.0200 - Point of Honor Admission Fees	-	-	-	-	-	0.0%	-
04535.0300 - Library Fines & Fees	10,000	-	10,000	23,943	(13,943)	239.4%	22,006
04535.0301 - Law Library Fees	30,000	-	30,000	22,761	7,239	75.9%	21,651
04535.0303 - Lost/Damaged Library Prop	3,000	-	3,000	2,331	669	77.7%	3,848
04535.0304 - Delinq Library Fines & Fees	-	-	-	-	-	0.0%	10
04535.0305 - Delinq Library Lost/Damaged	5,000	-	5,000	771	4,229	15.4%	2,655
04535.0306 - Delinq Library Pen & Int	1,000	-	1,000	231	769	23.1%	1,543
04540.0103 - Charges For Demolition	-	-	-	8,646	(8,646)	0.0%	-
04540.0105 - Comm Develop Stormwater Charges	584,360	-	584,360	438,270	146,090	75.0%	437,198
04540.0108 - Neighborhood Services - Derelict Residential DERR, None	-	-	-	1,500	(1,500)	0.0%	-
04540.0110 - Derelict Demolition DEMO, None	-	-	-	94	(94)	0.0%	-
04599.0002 - Secure Vacant Stru Reimb	-	-	-	1,858	(1,858)	0.0%	540
04599.0004 - Neighborhood Services, None	25,000	-	25,000	27,853	(2,853)	111.4%	18,825
04599.0009 - Penalty and Interest- Neighborhood Services Receivables, None	-	-	-	3,357	(3,357)	0.0%	887
140 Charges for Services Total	**10,502,298**	**-**	**10,502,298**	**8,781,067**	**1,721,231**	**83.6%**	**9,906,800**
150 Miscellaneous Revenue							
05030.0105 - Suspense Revenue/Exp Ref	-	-	-	1,853	(1,853)	0.0%	-

Revenues	Adopted Budget	Budget Amendment	Amended Budget	Actual Amount 3.31.24	Remaining Budget w/o Encumbrances	Percentage of Amended Budget	Actual Amount 3.31.23
05050.0105 - Pmt In Lieu Tax-WestCntbr	54,438	-	54,438	43,649	10,789	80.2%	54,438
05050.0110 - Pymt In Lieu of Tax-LRHA	25,000	-	25,000	-	25,000	0.0%	-
05050.0228 - Recreation Program - Donations, None	-	-	-	9,951	(9,951)	0.0%	978
05050.0230 - Friends of Lynchburg Library	18,529	-	18,529	6,348	12,181	34.3%	6,348
05050.0232 - Digg's Trust Rec-Pt Honor	37,000	-	37,000	43,321	(6,321)	117.1%	27,750
05050.0400 - Sale-Salvage/Surplus Prop	-	-	-	6,783	(6,783)	0.0%	2,583
05050.0415 - Proceeds frm PropRoom.com	-	-	-	495	(495)	0.0%	304
05050.2001 - Cash Overage And Shortage	-	-	-	(1,183)	1,183	0.0%	(2,402)
05050.2011 - Reimb.POH Carriage House	27,000	-	27,000	42,339	(15,339)	156.8%	24,305
05050.2013 - Photo Reprod And Royalty	100	-	100	20	80	20.0%	-
05050.2016 - Dedicated Misc Rev HumSvc	-	-	-	-	-	0.0%	-
05050.2025 - Credit Card Rebate	100,000	-	100,000	108,021	(8,021)	108.0%	112,910
05050.2028 - WardsCrossingWestSvcFee	143,277	-	143,277	-	143,277	0.0%	-
05050.2034 - P&R Spec Event Sponsorship, None	10,000	-	10,000	6,950	3,050	69.5%	9,200
05050.2049 - Residential Trash Violation, None	12,000	-	12,000	15,900	(3,900)	132.5%	18,426
05050.2055 - Hillcats - Donation Youth Athletic Programs	10,000	-	10,000	10,000	-	100.0%	10,000
05050.2056 - Commission on City Vending Machine Sales	-	-	-	3,928	(3,928)	0.0%	3,146
05050.2059 - Court Restitution, None	-	-	-	702	(702)	0.0%	7,272
05050.2060 - Community Market Retail Sales, None	-	-	-	-	-	0.0%	-
05050.2065 - FOIA Requests, None	-	-	-	300	(300)	0.0%	94
05050.2066 - P&R Special Events- GF Support Revenue, None	10,000	-	10,000	-	10,000	0.0%	25,000
05050.2070 - Rehab-Renovation Program Fees, None	-	-	-	13,750	(13,750)	0.0%	-
05050.2090 - Miscellaneous Revenue	50,000	-	50,000	82,266	(32,266)	164.5%	261,937
150 Miscellaneous Revenue Total	**497,344**	**-**	**497,344**	**395,392**	**101,952**	**79.5%**	**562,288**
300 State Non-Categorical Aid							
06100.0300 - Rolling Stock Taxes	88,000	-	88,000	95,630	(7,630)	108.7%	88,731
06100.0400 - Mobile Home Titling Taxes	1,000	-	1,000	14,154	(13,154)	1415.4%	1,557
06100.0600 - Deeds Of Conveyance	175,000	-	175,000	137,145	37,855	78.4%	177,306
06100.0900 - Auto Rental Tax-DMV	375,000	-	375,000	415,990	(40,990)	110.9%	399,284
06100.0905 - Peer to Peer Vehicle Sharing Tax, None	2,500	-	2,500	3,472	(972)	138.9%	3,798
06100.1108 - Personal Prop Tax Relief	5,543,584	-	5,543,584	5,266,405	277,179	95.0%	5,266,405
300 State Non-Categorical Aid Total	**6,185,084**	**-**	**6,185,084**	**5,932,795**	**252,289**	**95.9%**	**5,937,080**
310 State Shared Exp (Cat.)							
06510.0200 - Commissioner of Revenue	211,517	8,146	219,663	149,748	69,915	68.2%	129,696
06510.0300 - Treasurer	125,536	5,788	131,324	87,415	43,909	66.6%	82,090
06510.1000 - Registrar/Electoral Board	106,350	-	106,350	-	106,350	0.0%	-
06515.0100 - Clerk of Cir Crt-Fringes	714,612	45,865	760,477	478,232	282,245	62.9%	444,541
06515.0200 - Sheriff	1,250,032	65,066	1,315,098	760,193	554,905	57.8%	808,004
06515.0400 - Commonwealth Attorney	1,173,058	59,726	1,232,784	835,825	396,959	67.8%	770,461
310 State Shared Exp (Cat.) Total	**3,581,105**	**184,591**	**3,765,696**	**2,311,414**	**1,454,282**	**61.4%**	**2,234,792**
320 State Categorical Aid							
06820.0200 - Juvenile Correct-Block Gt	-	-	-	-	-	0.0%	185,787
06820.0201 - Wireless E911	400,000	-	400,000	283,741	116,259	70.9%	298,978
06820.0203 - HB 599 Law Enforc.Asst	3,250,000	-	3,250,000	2,826,894	423,106	87.0%	2,687,712
06825.0100 - Street And Highway Maint.	9,542,434	-	9,542,434	7,156,826	2,385,609	75.0%	7,206,826
06830.0412 - Health Department	-	-	-	102,050	(102,050)	0.0%	148,158
06830.0413 - SS State Adm Sub 0901	1,994,278	6,804	2,001,082	1,817,998	183,084	90.9%	1,675,280
06830.0414 - SS State Prog Sub 0902	4,909,131	-	4,909,131	2,710,961	2,198,170	55.2%	2,517,509
06835.0102 - SNAP Program Reimb	30,000	-	30,000	24,033	5,967	80.1%	27,873
06835.0300 - Finan Asst-Public Library	204,716	-	204,716	177,214	27,502	86.6%	204,449
320 State Categorical Aid Total	**20,330,559**	**6,804**	**20,337,363**	**15,099,716**	**5,237,647**	**74.2%**	**14,952,572**
330 State Aid in Suspense							
05030.0100 - Suspense Rev-Va EDI Pmts	-	-	-	-	-	0.0%	1,918
330 State Aid in Suspense Total	**-**	**-**	**-**	**-**	**-**	**0.0%**	**1,918**
500 Fed Direct Non-Categorical Aid							
07530.0010 - American Rescue Plan Act (ARPA) Funding, None	-	-	-	-	-	0.0%	20,707,374
500 Fed Direct Non-Categorical Aid Total	**-**	**-**	**-**	**-**	**-**	**0.0%**	**20,707,374**
520 Fed Cat Aid- Pass Thru							
07830.0420 - Fed Pass Thru:Cost AIIDMG	573,000	-	573,000	-	573,000	0.0%	-
07830.0421 - SS Fed Adm Sub 0901	6,354,883	9,396	6,364,279	4,079,743	2,284,536	64.1%	3,788,868
07830.0422 - SS Fed Prog Sub 0902	3,870,010	112,056	3,982,066	2,521,264	1,460,802	63.3%	2,439,754
07830.0428 - Finance-Social Srvc-Fed	-	-	-	-	-	0.0%	1,003
07830.0430 - USDA Funding - Group Home, None	18,000	-	18,000	22,923	(4,923)	127.3%	20,738
07875.0003 - Human Service Lease	62,874	-	62,874	41,917	20,957	66.7%	31,437
07875.0021 - FINI Double-Dollars	30,000	-	30,000	23,198	6,802	77.3%	24,855
520 Fed Cat Aid- Pass Thru Total	**10,908,767**	**121,452**	**11,030,219**	**6,689,044**	**4,341,175**	**60.6%**	**6,306,656**
700 Proceed From Indebtedness							
08510.0001 - Proceeds From Bond Sale	-	-	-	-	-	0.0%	3,490,739
08510.0004 - Proceeds From Bonds-Sch, None	-	-	-	-	-	0.0%	4,435,000
08510.0009 - Bond Proceeds Premium, None	-	-	-	-	-	0.0%	311,528
08510.0010 - Bond Proceeds Prem School, None	-	-	-	-	-	0.0%	414,651
08550.0000 - Proceeds - Line of Credit	-	153,950	153,950	153,950	-	100.0%	-
700 Proceed From Indebtedness Total	**-**	**153,950**	**153,950**	**153,950**	**-**	**100.0%**	**8,651,918**
710 Operating Transfers In							
09301.0003 - TrfFrmCtyCp-Capital Proj	-	-	-	-	-	0.0%	25,000
710 Operating Transfers In Total	**-**	**-**	**-**	**-**	**-**	**0.0%**	**25,000**
Grand Total	**214,743,262**	**466,797**	**215,210,059**	**151,486,442**	**63,723,617**	**70.4%**	**180,476,274**

Fiscal Year	Fiscal Calendar 2024
Fiscal Quarter of Year	(Multiple Items)
Fund	1001 General Fund
Account Type	Expenses
Process Status	Posted

Expenditures	Adopted Budget	Budget Amendment	Amended Budget	Actual Amount 3.31.24	Remaining Budget w/ Encumbrances	Percentage Used w/ Encumbrances	Actual Amount 3.31.23
2022 Communications/Public Engagement							
0021 Communications/Public Engagement	971,746	354,496	1,326,242	874,948	315,685	76.2%	404,703
0022 Customer Service Center	-	-	-	-	-	0.0%	144,193
0029 Local Government Channel	-	-	-	-	-	0.0%	122,152
2022 Communications/Public Engagement Total	**971,746**	**354,496**	**1,326,242**	**874,948**	**315,685**	**76.2%**	**671,048**
2023 Council / Manager							
0010 City Council and Clerk	267,801	15,620	283,421	162,757	120,664	57.4%	-
0028 City Manager Offices	1,267,638	104,243	1,371,881	887,055	455,495	66.8%	968,387
2023 Council / Manager Total	**1,535,439**	**119,863**	**1,655,302**	**1,049,812**	**576,159**	**65.2%**	**968,387**
2030 City Attorney							
0050 City Attorney	1,088,555	60,672	1,149,227	729,289	419,461	63.5%	657,777
0051 Risk Management	1,328,236	-	1,328,236	1,328,236	-	100.0%	1,318,278
2030 City Attorney Total	**2,416,791**	**60,672**	**2,477,463**	**2,057,525**	**419,461**	**83.1%**	**1,976,055**
2035 State Treasurer							
0060 State Treasurer	194,612	8,639	203,251	142,964	60,287	70.3%	136,292
2035 State Treasurer Total	**194,612**	**8,639**	**203,251**	**142,964**	**60,287**	**70.3%**	**136,292**
2040 Commissioner Of Revenue							
0070 Com Rev-State/Loc Budget	940,480	44,027	984,507	656,368	320,020	67.5%	595,882
2040 Commissioner Of Revenue Total	**940,480**	**44,027**	**984,507**	**656,368**	**320,020**	**67.5%**	**595,882**
2045 City Assessor							
0080 City Assessor	754,777	26,282	781,059	524,390	255,806	67.2%	469,964
2045 City Assessor Total	**754,777**	**26,282**	**781,059**	**524,390**	**255,806**	**67.2%**	**469,964**
2050 Finance							
0090 Office of Management & Budget	933,887	111,668	1,045,555	747,522	286,185	72.6%	600,817
0093 Billings And Collections	1,825,332	214,900	2,040,232	1,217,815	642,618	68.5%	1,105,172
0094 Procurement	535,010	23,475	558,485	381,720	175,518	68.6%	366,099
0095 Accounting	1,122,070	167,549	1,289,619	785,790	370,542	71.3%	777,056
2050 Finance Total	**4,416,299**	**517,592**	**4,933,891**	**3,132,847**	**1,474,863**	**70.1%**	**2,849,144**
2055 Human Resources							
0110 Human Resources	1,172,393	47,696	1,220,089	843,273	373,149	69.4%	716,992
0111 Occupational Health Svs	216,440	-	216,440	179,005	37,435	82.7%	74,676
2055 Human Resources Total	**1,388,833**	**47,696**	**1,436,529**	**1,022,278**	**410,584**	**71.4%**	**791,668**
2057 Information Technology							
0115 Application Services	1,519,595	50,005	1,569,600	899,596	670,004	57.3%	907,046
0116 Network Services	2,024,341	71,856	2,096,197	1,437,765	658,432	68.6%	1,327,279
0117 I T Administration	741,705	27,546	769,251	476,073	284,937	63.0%	349,989
0125 GIS	395,654	15,012	410,666	297,375	113,291	72.4%	288,033
2057 Information Technology Total	**4,681,295**	**164,419**	**4,845,714**	**3,110,810**	**1,726,663**	**64.4%**	**2,872,347**
2065 Registrar							
0150 Registrar	311,531	114,635	426,166	354,578	67,496	84.2%	220,525
0151 Electoral Board	136,127	611	136,738	123,802	12,936	90.5%	189,018
2065 Registrar Total	**447,658**	**115,246**	**562,904**	**478,380**	**80,432**	**85.7%**	**409,543**
2090 Education							
0200 Lcl Sch Oper Contribution	39,360,355	15,000	39,375,355	25,265,000	14,110,355	64.2%	30,025,000
2090 Education Total	**39,360,355**	**15,000**	**39,375,355**	**25,265,000**	**14,110,355**	**64.2%**	**30,025,000**
2105 Circuit Court-Judge							
0300 Circuit Court-Judge	175,161	4,453	179,614	122,333	55,551	69.1%	104,494
2105 Circuit Court-Judge Total	**175,161**	**4,453**	**179,614**	**122,333**	**55,551**	**69.1%**	**104,494**
2110 General District Court							
0310 General District Court	61,273	1,451	62,724	26,248	34,216	45.4%	20,723
2110 General District Court Total	**61,273**	**1,451**	**62,724**	**26,248**	**34,216**	**45.4%**	**20,723**
2115 Juvenile & Dr Dist Court							
0320 Juvenile & Dr Dist Court	28,400	4,403	32,803	17,638	12,386	62.2%	20,519
2115 Juvenile & Dr Dist Court Total	**28,400**	**4,403**	**32,803**	**17,638**	**12,386**	**62.2%**	**20,519**
2120 24th Court Service Unit							
0330 24th Court Service Unit	1,960	20	1,980	1,964	(4)	100.2%	507
2120 24th Court Service Unit Total	**1,960**	**20**	**1,980**	**1,964**	**(4)**	**100.2%**	**507**
2125 Commonwealth's Attorney							
0340 Commonwealth Attorney	2,056,844	85,608	2,142,452	1,471,417	670,110	68.7%	1,286,338
0343 Com Aty Fines & Fees Coll	69,327	2,818	72,145	51,313	20,169	72.0%	51,206
2125 Commonwealth's Attorney Total	**2,126,171**	**88,426**	**2,214,597**	**1,522,730**	**690,278**	**68.8%**	**1,337,544**
2130 Magistrate's Office							
0350 Magistrate's Office	8,166	35	8,201	745	7,371	10.1%	967
2130 Magistrate's Office Total	**8,166**	**35**	**8,201**	**745**	**7,371**	**10.1%**	**967**
2135 Circuit Court-Clerk							
0360 Circuit Court-Clerk	1,156,500	45,865	1,202,365	858,298	344,067	71.4%	777,794

Expenditures	Adopted Budget	Budget Amendment	Amended Budget	Actual Amount 3.31.24	Remaining Budget w/ Encumbrances	Percentage Used w/ Encumbrances	Actual Amount 3.31.23
2135 Circuit Court-Clerk Total	**1,156,500**	**45,865**	**1,202,365**	**858,298**	**344,067**	**71.4%**	**777,794**
2200 City Sheriff							
0400 City Sheriff And Jail	2,870,450	121,385	2,991,835	2,025,127	966,708	67.7%	1,803,804
2200 City Sheriff Total	**2,870,450**	**121,385**	**2,991,835**	**2,025,127**	**966,708**	**67.7%**	**1,803,804**
2240 Police							
0420 Police Operations	25,186,708	1,589,479	26,776,187	17,169,366	8,767,845	67.3%	15,715,237
0421 Animal Warden	401,013	13,129	414,142	266,393	147,749	64.3%	260,009
0429 Range Operations	13,800	6,964	20,764	9,925	10,249	50.6%	14,603
0430 Police Off Duty Employmnt	1,030,440	2,169	1,032,609	744,928	287,681	72.1%	709,226
2240 Police Total	**26,631,961**	**1,611,741**	**28,243,702**	**18,190,612**	**9,213,524**	**67.4%**	**16,699,074**
2245 Emergency Services							
0422 Emergency Communications	3,778,330	446,908	4,225,238	2,593,142	1,569,633	62.9%	2,304,794
2245 Emergency Services Total	**3,778,330**	**446,908**	**4,225,238**	**2,593,142**	**1,569,633**	**62.9%**	**2,304,794**
2270 Fire							
0444 Fire Operations And Ems	23,025,065	1,409,333	24,434,398	16,875,123	7,485,363	69.4%	15,469,983
0446 TRT- PIER Program	76,500	-	76,500	35,851	40,459	47.1%	47,618
0447 Fire Training Division	-	-	-	133,464	(133,464)	0.0%	-
2270 Fire Total	**23,101,565**	**1,409,333**	**24,510,898**	**17,044,439**	**7,392,358**	**69.8%**	**15,517,601**
2400 Public Works							
0600 Public Works Administrat.	1,214,903	45,345	1,260,248	818,544	399,847	68.3%	825,489
0605 Engineering	4,793,742	197,370	4,991,112	3,453,573	1,419,548	71.6%	3,203,080
0632 Street Maintenance,II	4,355,086	973,723	5,328,809	2,702,026	256,156	95.2%	2,469,584
0635 Snow Removal	462,852	109,548	572,400	125,434	136,548	76.1%	249,345
0640 Refuse Collection	5,185,417	1,082,190	6,267,607	3,357,243	1,790,606	71.4%	3,905,953
0645 Parks/Grounds Maintenance	4,865,657	832,753	5,698,410	3,596,026	1,711,924	70.0%	3,267,113
0649 Baseball Stadium Maint	140,032	5,991	146,023	152,694	(20,356)	113.9%	99,703
0650 Building Maintenance	4,482,931	222,965	4,705,896	3,109,684	1,402,754	70.2%	3,064,050
0660 Human Services Maint.	45,174	4,761	49,935	43,959	(7,702)	115.4%	38,032
2400 Public Works Total	**25,545,794**	**3,474,646**	**29,020,440**	**17,359,184**	**7,089,325**	**75.6%**	**17,122,350**
2555 Health							
0800 Health Operations	700,000	-	700,000	496,242	203,758	70.9%	602,613
2555 Health Total	**700,000**	**-**	**700,000**	**496,242**	**203,758**	**70.9%**	**602,613**
2561 Juvenile Services							
0905 Juvenile Detention Home	863,000	87,841	950,841	1,119,285	(168,444)	117.7%	576,041
0906 Juvenile Services	2,166,101	280,353	2,446,454	1,625,741	807,757	67.0%	1,568,049
0915 Csa Service Providers	-	-	-	-	-	0.0%	1,529,657
2561 Juvenile Services Total	**3,029,101**	**368,194**	**3,397,295**	**2,745,026**	**639,313**	**81.2%**	**3,673,747**
2562 Social Services							
0901 Social Services Admin.	10,942,307	682,914	11,625,221	8,021,394	3,569,651	69.3%	7,530,624
0902 Public Assistance	8,924,638	-	8,924,638	5,852,981	3,071,657	65.6%	5,736,276
0915 Csa Service Providers	2,083,588	253,000	2,336,588	1,815,691	520,897	77.7%	-
2562 Social Services Total	**21,950,533**	**935,914**	**22,886,447**	**15,690,066**	**7,162,204**	**68.7%**	**13,266,900**
2563 Recreation Services							
0116 Network Services	22,385	1,890	24,275	13,860	10,415	57.1%	16,639
1002 Parks/Rec/Market	462,779	19,001	481,780	329,097	145,820	69.7%	327,712
1010 Recreation, General Admin	759,432	102,501	861,933	530,300	318,050	63.1%	555,947
1011 Recreation Services	168,840	-	168,840	51,859	116,981	30.7%	115,526
1013 Recreation, Athletic	182,369	7,935	190,304	51,255	139,049	26.9%	137,454
1015 Recreation, Park Services	887,142	65,422	952,564	626,765	298,066	68.7%	603,294
1022 Recreation, Aquatics	148,945	28,996	177,941	87,908	81,392	54.3%	90,459
1023 Recreation, Naturalist	206,337	8,788	215,125	141,176	73,949	65.6%	132,682
1027 Recreation Programs	589,134	-	589,134	482,646	103,766	82.4%	431,903
1028 City-wide Centers	325,719	10,062	335,781	215,505	120,276	64.2%	186,696
1029 Neighborhood Centers	883,547	39,613	923,160	559,803	363,357	60.6%	557,474
2563 Recreation Services Total	**4,636,629**	**284,208**	**4,920,837**	**3,090,174**	**1,771,121**	**64.0%**	**3,155,787**
2610 Libraries							
1100 Public Library	1,864,926	144,642	2,009,568	1,355,818	622,517	69.0%	1,207,319
1120 Law Library	10,000	-	10,000	7,171	2,829	71.7%	8,057
2610 Libraries Total	**1,874,926**	**144,642**	**2,019,568**	**1,362,989**	**625,346**	**69.0%**	**1,215,376**
2611 Museum System							
1150 Museum	489,269	37,419	526,688	356,824	165,414	68.6%	267,635
2611 Museum System Total	**489,269**	**37,419**	**526,688**	**356,824**	**165,414**	**68.6%**	**267,635**
2715 Community Development							
1200 Director-Comm Plan/Dev	380,301	17,192	397,493	259,300	132,136	66.8%	258,728
1201 Planning	467,344	210,739	678,083	362,944	166,269	75.5%	321,186
1202 Inspections	1,315,042	107,824	1,422,866	853,030	515,688	63.8%	783,492
1205 Zoning	416,823	18,853	435,676	286,944	148,732	65.9%	294,176
2715 Community Development Total	**2,579,510**	**354,608**	**2,934,118**	**1,762,218**	**962,825**	**67.2%**	**1,657,582**
2720 Office Of Economic Devel							
1300 Economic Development	1,926,556	102,620	2,029,176	1,379,460	599,530	70.5%	1,453,122
2720 Office Of Economic Devel Total	**1,926,556**	**102,620**	**2,029,176**	**1,379,460**	**599,530**	**70.5%**	**1,453,122**
5000 Nondept Employee Benefits							

Expenditures	Adopted Budget	Budget Amendment	Amended Budget	Actual Amount 3.31.24	Remaining Budget w/ Encumbrances	Percentage Used w/ Encumbrances	Actual Amount 3.31.23
1430 Non-allocated Emp Benefit	4,410,887	-	4,410,887	2,264,934	2,145,953	51.3%	2,895,230
5000 Nondept Employee Benefits Total	**4,410,887**	**-**	**4,410,887**	**2,264,934**	**2,145,953**	**51.3%**	**2,895,230**
5050 Non-Departmental							
1506 Water Oper Fund Payments	901,524	-	901,524	676,143	225,381	75.0%	655,382
1508 Stormwater Fee-City Bldgs	101,000	-	101,000	66,571	34,429	65.9%	61,965
1509 Stormwater Fee-School Bld	79,000	-	79,000	52,265	26,735	66.2%	48,649
1512 College Lake Dam Repairs	-	108,995	108,995	9,058	(9,058)	108.3%	1,672
1515 Alternative to CARES Funding	-	19,153	19,153	12,073	-	100.0%	307,636
1517 Real Estate Credit	-	-	-	(34)	34	0.0%	1,234,414
1566 Managed Vacancy Program	(2,000,000)	-	(2,000,000)	-	(2,000,000)	0.0%	-
1567 Years of Service Awards	15,000	-	15,000	8,590	6,410	57.3%	11,928
1568 Retirement Recognition	5,000	-	5,000	6,607	(1,607)	132.1%	910
1569 Take Your Kids to Work Dy	1,000	-	1,000	43	957	4.3%	-
1570 Emp Appreciation Luncheon	10,000	-	10,000	2,900	7,100	29.0%	1,327
1573 Payment-Fleet Capital Chg	2,509,861	-	2,509,861	2,380,188	129,673	94.8%	2,181,346
1574 Health Management Program	15,000	-	15,000	(13,899)	28,899	-92.7%	(10,982)
1575 Employee Committee Funds	8,000	960	8,960	457	7,543	15.8%	1,074
1576 Line of Duty Act	400,000	-	400,000	268,870	131,130	67.2%	281,178
1578 Poverty Intiative	-	-	-	-	-	0.0%	2,932
1579 Recruitment	50,000	-	50,000	19,572	30,428	39.1%	31,746
1580 International Festival	7,500	2,980	10,480	499	9,981	4.8%	1,718
1581 Workplace Safety & Wellness	60,000	-	60,000	66,205	(6,205)	110.3%	27,944
1637 City Cemetery Master Plan	166,858	-	166,858	166,858	-	100.0%	166,858
5050 Non-Departmental Total	**2,329,743**	**132,088**	**2,461,831**	**3,722,967**	**(1,378,171)**	**156.0%**	**5,007,699**
5060 Support Local/State Organ							
1702 V.P.I. Extension Service	41,748	-	41,748	20,889	(8)	100.0%	22,010
1705 Lynchburg Humane Society	520,000	-	520,000	520,000	-	100.0%	355,440
1707 Cent Va Alli for Comm Liv	15,000	-	15,000	15,000	-	100.0%	15,000
1708 Horizon Behavioral Health	649,880	-	649,880	487,410	-	100.0%	432,384
1709 Cvcc Board & Related Oper	1,931	-	1,931	1,931	-	100.0%	1,956
1711 Cent Va Planning Dist Com	51,635	-	51,635	51,635	-	100.0%	49,979
1715 Greater Lynch. Transit Co	1,974,463	-	1,974,463	1,974,463	-	100.0%	949,839
1721 Blue Ridge Regional Jail	5,011,046	-	5,011,046	3,768,782	(10,497)	100.2%	3,636,026
1724 Legal Aid Society	13,160	-	13,160	13,160	-	100.0%	13,160
1739 Contrib- Amazement Square	460	-	460	-	460	0.0%	-
1743 Central Va Reg Radio Brd	717,336	-	717,336	697,365	19,971	97.2%	701,611
1750 Downtown Lynchburg Association	-	-	-	-	-	0.0%	37,500
5060 Support Local/State Organ Total	**8,996,659**	**-**	**8,996,659**	**7,550,635**	**9,926**	**99.9%**	**6,214,906**
7450 Debt Service							
5990 Principal Bonds/BANS/LOC	10,999,205	-	10,999,205	6,279,905	4,719,300	57.1%	14,360,160
5994 Interest Bonds/BANS/LOC	7,471,256	-	7,471,256	5,422,934	2,048,322	72.6%	4,275,245
5996 Debt Issuance Costs	-	156,520	156,520	155,588	932	99.4%	229,789
5997 Debt - Misc. Charges	2,200	-	2,200	700	1,500	31.8%	1,688
7450 Debt Service Total	**18,472,661**	**156,520**	**18,629,181**	**11,859,127**	**6,770,054**	**63.7%**	**18,866,882**
7570 Other Financing Uses							
9710 Operating Transfers Out	15,042,804	11,005,110	26,047,914	21,777,241	4,270,673	83.6%	32,404,811
7570 Other Financing Uses Total	**15,042,804**	**11,005,110**	**26,047,914**	**21,777,241**	**4,270,673**	**83.6%**	**32,404,811**
Grand Total	**229,033,294**	**22,203,920**	**251,237,214**	**172,135,685**	**71,073,672**	**71.7%**	**188,157,790**

Finance Committee
Agenda Item IV.3.
Information Only

AGENDA ITEM SUMMARY

MEETING DATE	PRESENTED BY
May 28, 2024	Donna Witt, Chief Financial Officer

AGENDA ITEM # IV.3

FY 2024 General Fund Reserve for Contingencies

RECOMMENDATION

Receive an update on the FY 2024 General Fund Reserve for Contingencies.

SUMMARY

The General Fund Reserve for Contingencies is a reserve in the General Fund Operating Budget designed to provide a source of funding for items not included in the current budget. Requests for use of this reserve is recommended by the Finance Committee with final approval by City Council.

The FY 2024 Reserve for Contingencies was adopted at $1,200,000, including $50,000 for City Manager's Discretionary expenditures. Updates are presented at the monthly Finance Committee meeting.

PRIOR ACTION(S)

May 23, 2023: City Council, Adoption of the FY 2024 Operating and Capital Budgets

FISCAL IMPACT

As noted in Attachment A.

CONTACT(S)

Donna Witt, Chief Financial Officer

ATTACHMENT(S)

1. General Fund Reserve for Contingencies FY 2024 - May 2024 Finance Committee

REVIEWED BY

D-S. Witt

Donna Witt, Chief Financial Officer

Date: May 22, 2024

ATTACHMENT A

FY 2024 GENERAL FUND RESERVE FOR CONTINGENCIES

	Reserve for Contingencies	City Manager's Discretionary Funding
BEGINNING BALANCE, JULY 1, 2023	$1,150,000	$50,000
Carryforward to FY 2024 Reserve for Contingencies - FY 2024 Adopted Budget	0	0
BALANCE	**$1,150,000**	**$50,000**
APPROPRIATIONS (Second Reading)		
General Registrar - City Council Appropriated Up to $100,000 for Staffing and Other Expenses (9/12/2023)	($100,000)	
Lynchburg City Schools - City Council Appropriated $15,000 for Schools Operating Budget - Instruction (2/13/2024)	($15,000)	
TOTAL APPROPRIATIONS	**($115,000)**	**$0**
REMAINING BALANCE	**$1,035,000**	**$50,000**
ITEMS INTRODUCED		
TOTAL INTRODUCED ITEMS	**$0**	**$0**
REMAINING BALANCE	**$1,035,000**	**$50,000**
PENDING ITEMS		
TOTAL PENDING ITEMS	**$0**	**$0**
ENDING BALANCE, JUNE 30, 2024	**$1,035,000**	**$50,000**

AGENDA ITEM SUMMARY

MEETING DATE	PRESENTED BY
May 28, 2024	Donna Witt, Chief Financial Officer

AGENDA ITEM # IV.4

Monthly Revenue Collections Update

RECOMMENDATION

Review collections received from five of the City's revenue sources during Fiscal Year 2024. This report reflects revenues collected through March 2024.

SUMMARY

A comparison of collections received by month is provided for the following revenues:

1. Sales and Use Tax
2. Consumer Utility Tax - Electric
3. Meals Tax
4. Lodging Tax
5. Amusement Tax

PRIOR ACTION(S)

May 23, 2023: City Council, Adoption of the FY 2024 Operating and Capital Budgets

FISCAL IMPACT

As noted on report.

CONTACT(S)

Donna Witt, Chief Financial Officer

ATTACHMENT(S)

1. Monthly Tax Revenues Comparison FY 2024- Finance Committee Report - May 2024

REVIEWED BY

D. S. Witt

Donna Witt, Chief Financial Officer

Date: May 22, 2024

Comparison of Collections
Budget to Actual
Fiscal Year 2024

SALES & USE TAX
ADOPTED FY 2024 BUDGET - $23,100,000

	Actual FY 2021	Actual FY 2022	Actual FY 2023	Adopted FY 2024	Actual FY 2024	Actual FY 2024 to Adopted FY 2024	Actual FY 2024 to Actual FY 2023
JULY	$1,503,837	$1,595,392	$1,752,856	$1,537,816	$1,756,307	$218,491	$3,451
AUGUST	1,396,989	1,567,107	1,734,950	1,510,552	1,735,715	225,163	$765
SEPTEMBER	1,531,422	1,702,723	1,910,727	1,641,274	1,873,719	232,445	($37,008)
OCTOBER	1,498,945	1,727,124	1,826,541	1,664,794	1,779,505	114,711	($47,036)
NOVEMBER	1,516,545	1,705,132	1,755,273	1,643,596	1,849,100	205,504	$93,827
DECEMBER	1,908,243	2,128,639	2,339,927	2,051,819	2,244,272	192,453	($95,655)
JANUARY	1,321,858	1,623,094	1,470,075	1,564,518	1,626,161	61,643	$156,086
FEBRUARY	1,283,097	1,496,509	1,697,755	1,442,502	1,834,554	392,052	$136,799
MARCH	1,808,603	1,942,133	1,887,157	1,872,044	1,874,286	2,242	($12,871)
TOTAL	**$13,769,539**	**$15,487,853**	**$16,375,261**	**$14,928,915**	**$16,573,619**	**$1,644,704**	**$198,358**

CONSUMER UTILITY TAX - ELECTRIC
ADOPTED FY 2024 BUDGET - $3,500,000

	Actual FY 2021	Actual FY 2022	Actual FY 2023	Adopted FY 2024	Actual FY 2024	Actual FY 2024 to Adopted FY 2024	Actual FY 2024 to Actual FY 2023
JULY	$329,721	$320,905	$323,534	$304,202	$305,391	$1,189	($18,143)
AUGUST	331,969	340,374	326,175	322,660	315,489	(7,171)	($10,686)
SEPTEMBER	313,877	321,494	316,174	304,762	313,758	8,996	($2,416)
OCTOBER	260,312	285,740	264,598	270,869	259,987	(10,882)	($4,611)
NOVEMBER	248,561	265,895	248,183	252,057	240,492	(11,565)	($7,691)
DECEMBER	309,832	331,167	339,268	313,932	336,512	22,580	($2,756)
JANUARY	362,641	336,155	359,207	318,660	350,274	31,614	($8,933)
FEBRUARY	354,521	361,163	311,595	342,367	317,994	(24,373)	$6,399
MARCH	317,734	296,578	287,499	281,143	278,122	(3,021)	($9,377)
TOTAL	**$2,829,168**	**$2,859,471**	**$2,776,233**	**$2,710,652**	**$2,718,019**	**$7,367**	**($58,214)**

	Actual Collected FY 2021 [2]	Actual Collected FY 2022 [2]	Actual Collected FY 2023 [2]	Adopted FY 2024	Actual Assessed FY 2024	Actual Assessed FY 2024 to Adopted FY 2024	Actual Collected FY 2024 [2]	Actual Collected FY 2024 to Adopted FY 2024	Actual Collected FY 2024 to Collected FY 2023
MEALS TAX									
ADOPTED FY 2024 BUDGET - $20,265,000									
JULY [1]	$1,090,332	$1,381,484	$1,450,812	$1,527,821	$1,585,769	$57,948	$1,445,285	($82,536)	($5,527)
AUGUST	1,186,360	1,506,141	1,608,171	1,615,040	1,724,625	109,585	1,701,730	86,690	93,559
SEPTEMBER	1,203,439	1,457,339	1,636,715	1,674,556	1,703,056	28,500	1,815,498	140,942	178,783
OCTOBER	1,283,797	1,537,383	1,677,356	1,763,468	1,768,908	5,440	1,759,675	(3,793)	82,319
NOVEMBER	1,109,005	1,452,953	1,531,231	1,603,331	1,674,352	71,021	1,672,125	68,794	140,894
DECEMBER	1,124,410	1,560,912	1,727,245	1,704,604	1,767,891	63,287	1,730,918	26,314	3,673
JANUARY	1,044,041	1,277,126	1,550,911	1,614,987	1,514,859	(100,128)	1,497,034	(117,953)	(53,877)
FEBRUARY	1,242,188	1,494,478	1,674,080	1,666,230	1,690,478	24,248	1,666,914	684	(7,166)
MARCH	1,527,017	1,608,939	1,765,436	1,821,943	1,821,765	(178)	1,629,726	(192,217)	(135,710)
TOTAL	**$10,810,589**	**$13,276,755**	**$14,621,957**	**$14,991,980**	**$15,251,703**	**$259,723**	**$14,918,905**	**($73,075)**	**$296,948**
LODGING TAX									
ADOPTED FY 2024 BUDGET - $3,775,000									
JULY [1]	$155,637	$242,273	$268,473	$298,039	$307,142	$9,103	$287,424	($10,615)	$18,951
AUGUST	213,511	333,446	335,707	416,611	365,472	(51,139)	367,347	(49,264)	31,640
SEPTEMBER	257,411	263,845	301,809	324,922	341,747	16,825	341,274	16,352	39,465
OCTOBER	226,390	317,407	384,448	409,407	406,663	(2,744)	411,122	1,715	26,674
NOVEMBER	160,421	194,097	241,126	273,178	317,120	43,942	297,618	24,440	56,492
DECEMBER	112,888	193,575	251,366	220,465	219,276	(1,189)	229,855	9,390	(21,511)
JANUARY	108,941	173,332	265,409	225,638	250,992	25,354	244,962	19,324	(20,447)
FEBRUARY	199,008	276,290	289,815	304,230	300,146	(4,084)	296,436	(7,794)	6,621
MARCH	190,764	233,321	316,835	292,506	304,919	12,413	298,825	6,319	(18,010)
TOTAL	**$1,624,971**	**$2,227,586**	**$2,654,988**	**$2,764,996**	**$2,813,477**	**$48,481**	**$2,774,863**	**$9,867**	**$119,875**
AMUSEMENT TAX									
ADOPTED FY 2024 BUDGET - $900,000									
JULY [1]	$13,970	$59,351	$46,938	$95,133	$89,628	($5,505)	$88,097	($7,036)	$41,159
AUGUST	19,248	55,160	97,916	60,078	63,590	3,512	62,359	2,281	(35,557)
SEPTEMBER	19,538	45,639	60,593	66,819	64,099	(2,720)	62,730	(4,089)	2,137
OCTOBER	18,752	55,688	70,383	74,624	81,316	6,692	93,525	18,901	23,142
NOVEMBER	17,830	54,292	64,081	66,127	63,027	(3,100)	57,177	(8,950)	(6,904)
DECEMBER	15,570	91,535	84,585	89,871	101,542	11,671	102,333	12,462	17,748
JANUARY	19,575	46,525	65,873	61,592	60,967	(625)	61,315	(277)	(4,558)
FEBRUARY	27,526	59,372	66,994	70,926	76,250	5,324	74,195	3,269	7,201
MARCH	32,509	74,242	81,059	84,707	83,052	(1,655)	81,332	(3,375)	273
TOTAL	**$184,518**	**$541,804**	**$638,422**	**$669,877**	**$683,471**	**$13,594**	**$683,063**	**$13,186**	**$44,641**

[1] Due to year end accounting activities, a portion of revenues associated with May and June were posted in June and July.
[2] "Actual Collected" includes all revenue received per month regardless of whether the payment is current or delinquent.