



THE CITY OF
LYNCHBURG

FINANCE COMMITTEE
City Council Committee

Tuesday, April 22, 2025 | 3:00 PM
2nd Floor Training Room- City Hall
900 Church Street
Lynchburg, VA 24504

AGENDA

- I. Welcome** *Councilmember Marty Misjuns, Chair*
- II. General Business**
 - II.1. Overview of Downtown Improvement Districts
 - II.2. Accept \$125,000 from the Awareness Garden Foundation to improve parking at the Ed Page entrance to the Blackwater Creek Trail
 - II.3. Revisit Resolution for Federal Grant Guidelines - To Uphold Constitutional Principles and Merit-Based Governance
- III. Other Information**
 - III.4. FY 2025 General Fund Reserve for Contingencies Update
 - III.5. Monthly Revenue Collections Update
- IV. Roll Call**
- V. Next Regular Meeting**
 - V.6. The next Finance Committee meeting is Tuesday, May 27, 2025 at 3 p.m.



AGENDA ITEM SUMMARY

MEETING DATE

April 22, 2025

PRESENTED BY

Ashley Kershner, DLA Executive Director

AGENDA ITEM # II.1

Overview of Downtown Improvement Districts

RECOMMENDATION

Staff will provide a refresher presentation and continue discussion regarding implementing a Downtown Improvement District.

SUMMARY

Staff will provide an overview of options for a Downtown Improvement District.

PRIOR ACTION(S)

March 25, 2025: Finance Committee

FISCAL IMPACT

CONTACT(S)

Ashley Kershner, DLA Executive Director
Gregory Patrick, Deputy City Manager

ATTACHMENT(S)

1. DID Presentation 3.24.25 AK

REVIEWED BY

Donna Witt, Chief Financial Officer

Date:

Gregory Patrick, Deputy City Manager

Date:

DOWNTOWN IMPROVEMENT DISTRICTS (DIDS) 101

Tuesday, April 15, 2025



WHAT IS A DID?

- Public-private partnership where property owners invest in the area's vitality and economic success
- Operates by collecting assessment revenues from property owners within the district
- Enhances but does not replace regular city services
- Funds are used for marketing, maintenance, beautification, public safety enhancements, business support, etc.
- Must be approved by local governments and/or property owners
- Typically requires enabling legislation at the state or local level



WHERE ARE DIDS USED?

DIDs exist in diverse settings, including:

- **Urban Downtowns** – Supporting business districts and economic growth.
- **Commercial Corridors** – Enhancing shopping and dining hubs.
- **Tourism Areas** – Creating inviting destinations for visitors.
- **Historic Districts** – Maintaining cultural landmarks while supporting local businesses.
- **Suburban Retail Centers** – Competing with newer developments through revitalization.



WHAT ARE DIDS NOT USED FOR?

- **General Government Services** – DIDs supplement, not replace, municipal services like police, fire, and public schools.
- **Zoning and Land Use Regulation** – DIDs advocate for policies but do not control zoning, permitting, or land use decisions.
- **Large-Scale Public Works Projects** – Major infrastructure like bridges, highways, and sewer systems fall outside DID funding.
- **Law Enforcement & Arrest Powers** – DIDs may fund security programs, but they do not replace police or enforce laws directly.



HOW ARE DIDS ESTABLISHED?

To establish a DID, the city passes an ordinance defining the DID's boundaries, funding mechanism, and governance structure.

Two potential paths based on planned DID activities:

1. City Council goes through public hearing process and then votes; **OR**
2. 50% of property owners must sign petition, then city council votes.



PUBLIC ENGAGEMENT

Before a Downtown Improvement District (DID) is established, public engagement ensures that property owners, businesses, and city officials assess feasibility and align on priorities.

- 1. Planning & Feasibility:** Stakeholders evaluate the costs, benefits, and impact of a DID, including financial feasibility, service needs, and how it complements city services.
- 2. Stakeholder Engagement:** Property and business owners participate in discussions, surveys, and meetings to define priorities, desired services, and governance structures.



WHAT ACTIVITIES DOES A DID FUND?



PUBLIC SPACE ENHANCEMENTS

- **Sidewalk Improvements:** Decorative paving, widening, and ADA accessibility.
- **Street Furniture:** Benches, trash cans, and bike racks
- **Wayfinding & Navigation:** Coordinated signage, maps, and kiosks to help pedestrians locate key destinations.
- **Lighting Upgrades:** LED streetlights, decorative lighting, parking lot lighting.
- **Green Spaces:** Planters, trees, parks, parklets, and mini plazas.





BEAUTIFICATION & MAINTENANCE

- **Street Cleaning & Waste Removal:** Daily sidewalk sweeping and trash collection.
- **Graffiti Mitigation:** Prompt removal and protective coatings.
- **Seasonal Décor & Landscaping:** Hanging baskets, holiday lights, and tree wells.
- **Public Art & Murals:** Investing in creative visual enhancements.
- **Facade Improvement Grants:** Supporting storefront renovations and signage upgrades.



PUBLIC EXPERIENCE & SAFETY ENHANCEMENTS

- **Ambassador Programs:** Providing visitor assistance and reporting maintenance needs.
- **Parking & Access:** Improving signage and coordination to make parking easier and support district access.
- **Security & Law Enforcement Partnerships:** DID-funded patrols and coordination with police.
- **Homeless Outreach & Social Services:** Connecting individuals to resources.
- **Crime Prevention:** Neighborhood watch, business safety training, and deterrence programs.



BUSINESS SUPPORT & MARKETING

- **Event Programming:** Festivals, markets, concerts, and parades.
- **Destination Branding:** Identity-building campaigns and marketing materials.
- **Digital & Social Media Marketing:** Online promotion for district businesses.
- **Collaborative Advertising & Promotions:** Joint marketing initiatives among local businesses.
- **Retail & Business Attraction:** Technical assistance and market analysis.



ECONOMIC DEVELOPMENT & GROWTH

- **Business Retention & Recruitment:** Supporting startups, entrepreneurs, and leasing efforts.
- **Workforce Development:** Partnering with training programs and incubators.
- **Real Estate & Development Advocacy:** Encouraging mixed-use spaces and adaptive reuse.
- **Market Research & Data Analytics:** Using foot traffic data and economic trends to guide decisions.

DID GOVERNANCE & PUBLIC-PRIVATE PARTNERSHIPS

Most cities partner with nonprofit organizations to manage DIDs, ensuring efficient operations and stakeholder-driven decision-making.

How the Partnership Works:

1. City establishes priorities for the DID.
2. City selects non-profit management partner to administer the DID.
3. Non-profit partner engages stakeholders and implements programs.
4. City ensures DID funds are allocated properly, requiring annual reports, budgets, and performance assessments.



EXAMPLE DIDS IN VA

- **Roanoke (Downtown Roanoke, Inc.)** – Provides business support, marketing, event management, public space beautification, and advocacy for economic development.
- **Richmond (Venture Richmond)** – Provides cleaning services, public space improvements, and business support.
- **Staunton (Staunton Downtown Development Association)** – Focuses on beautification, events, and public space management.
- **Norfolk (Downtown Norfolk Council)** Enhances safety, cleanliness, and overall vitality through public safety ambassadors, sidewalk cleaning, graffiti removal, and marketing strategies.
- **Winchester (Old Town Winchester)** – Provides public space management of pedestrian mall, infrastructure enhancement and maintenance, beautification events, promotion, and design services.



MEASURING SUCCESS & SUSTAINABILITY

To ensure long-term impact, DIDs track performance using key metrics:

- **Foot Traffic & Business Growth** – Tracking increased visitors and retail activity.
- **Crime Reduction & Safety Perception** – Measuring the effect of security programs.
- **Property Value Increases** – Assessing the DID's role in economic uplift.
- **Stakeholder Satisfaction** – Gathering feedback from businesses and property owners.



RENEWING & ADAPTING THE DID

- Most DIDs operate on multi-year terms (typically five years) and require renewal.
- The renewal process includes assessing past impact, refining services, and securing stakeholder support.
- A well-managed DID evolves to meet changing community needs, ensuring continued success.



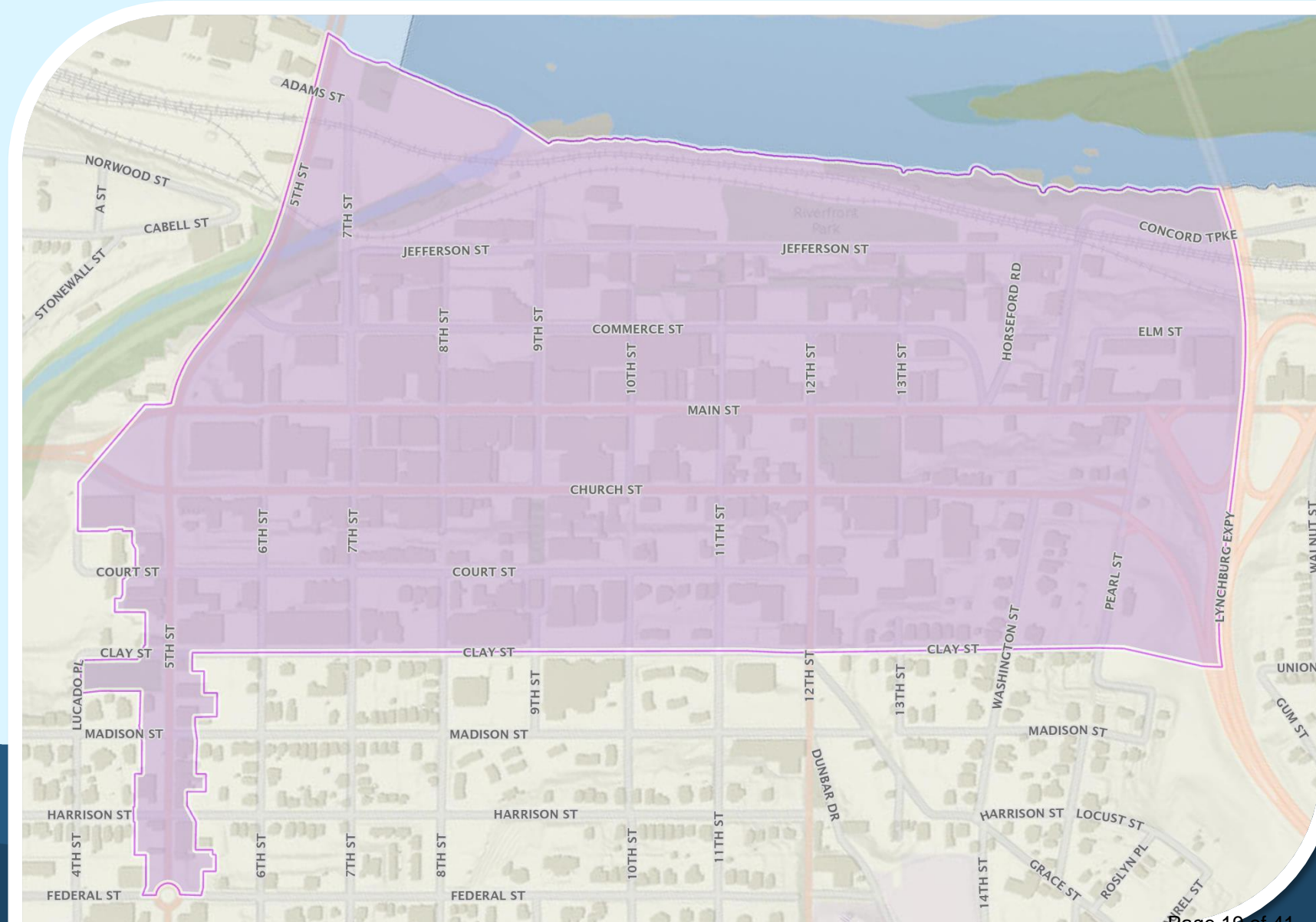
AREA OVERVIEW

674
Parcels

\$272,522,400
Taxable Value

202.5
Acres

Category	% Assessed Value*
Single-Family Residential	11.38
Multi-Family Residential	14.20
Commercial	41.93
Industrial	1.32
Exempt	31.17



POTENTIAL REVENUE



Owner	Assessed Value w/ Rehab	One Cent
VIRGINIAN HOTEL LLC	\$20,293,000	\$2,029
BLUFFWALK CENTER LP	\$10,047,600	\$1,004
CITY MARKET LOFTS LLC	\$9,402,500	\$940
JAMESVIEW INVESTMENTS LLC	\$7,551,900	\$755
LYNCHBURG GRAND HOTEL, LLC	\$7,500,000	\$750
WEST ON MAIN LLC	\$6,268,200	\$626
AC CAPITAL LLC	\$6,203,500	\$620
GISH HOLDINGS LLC	\$5,257,500	\$525
700 MAIN ST LLC	\$4,752,000	\$475
ROSENBERG FAMILY FUND	\$4,400,000	\$440





UNIQUE CONSIDERATIONS IN LYNCHBURG

- DLA has existed for 27 years, providing many of the services that a DID would provide.
- Many DLA existing donors and sponsors are Downtown property owners.
- DIDs cannot replace existing City services.

AGENDA ITEM SUMMARY

MEETING DATE

April 22, 2025

PRESENTED BY

Gregory Patrick, Deputy City Manager

AGENDA ITEM # II.2

Accept \$125,000 from the Awareness Garden Foundation to improve parking at the Ed Page entrance to the Blackwater Creek Trail

RECOMMENDATION

Consideration of adopting a Resolution amending the FY 2025 City Capital Projects Fund budget and appropriating \$125,000 with resources of \$125,000 from a matching gift donation from The Awareness Garden Foundation to improve parking at the Ed Page entrance to the Blackwater Creek Trail.

SUMMARY

In January 2024, City Council appropriated \$250,000 to add additional parking at the Ed Page entrance of the Blackwater Creek Trail off Langhorne Road. This funding is being matched by a \$125,000 gift from The Awareness Garden Foundation. The Awareness Garden is a public green space for people to gather and reflect on lives impacted by Cancer. The Garden is also located at the Ed Page entrance to the Blackwater Creek Trail. This gift is part of a larger capital campaign to expand the Garden's footprint and enhance its amenities.

PRIOR ACTION(S)

January 23, 2024: City Council Meeting - appropriated \$250,000 for this project.

FISCAL IMPACT

\$0; the appropriated funds are a matching gift donation.

CONTACT(S)

Gregory Patrick, Deputy City Manager

ATTACHMENT(S)

1. RESOLUTION - Awareness Garden Foundation Donation 2025

REVIEWED BY

D - s. Witt

Donna Witt, Chief Financial Officer

Gregory Patrick, Deputy City Manager

Date: April 17, 2025

Date:

RESOLUTION:

BE IT RESOLVED that the FY 2025 City Capital Projects Fund budget is amended and \$125,000 is appropriated with resources of \$125,000 from a matching gift donation from The Awareness Garden Foundation to improve parking at the Ed Page entrance to the Blackwater Creek Trail.

Introduced:

Adopted:

Certified:

Clerk of Council

AGENDA ITEM SUMMARY

MEETING DATE

April 22, 2025

PRESENTED BY

Donna Witt, Chief Financial Officer

AGENDA ITEM # II.3

Revisit Resolution for Federal Grant Guidelines - To Uphold Constitutional Principles and Merit-Based Governance

RECOMMENDATION

Staff does not recommend approval of the proposed resolution To Uphold Constitutional Principles and Merit-Based Governance. Federal grant guidelines continue to evolve under President Trump. Once grant guidelines are finalized at the federal level, they flow to the Commonwealth for adoption by the General Assembly. City staff reviews each grant before applying to ensure compliance can be followed as required, making the proposed attached resolution unnecessary.

SUMMARY

Attached resolution and article provided by Council Member Misjuns.

The attached article was provided by Council Member Misjuns for Other Information at the January 28, 2025, Finance Committee meeting. It provides a declaration by President Trump regarding Diversity, Equity and Inclusion (DEI) Programs and the prohibited use of federal funds for these programs. Council Member Misjuns has requested a grant policy that prohibits any DEI programs or positions.

The attached resolution was provided by Council Member Misjuns during the special called meeting of the Finance Committee on February 6, 2025. No recommendation was made for this item.

PRIOR ACTION(S)

January 28, 2025: Finance Committee
February 6, 2025: Finance Committee
February 25, 2025: Finance Committee
March 25, 2025: Finance Committee

FISCAL IMPACT

CONTACT(S)

Donna Witt, Chief Financial Officer

ATTACHMENT(S)

1. Grant Guidelines Resolution - Drafted by MMisjuns
2. Ending Illegal Discrimination And Resto...it-Based Opportunity The White House

REVIEWED BY

Donna Witt, Chief Financial Officer

Date:

A RESOLUTION TO UPHOLD CONSTITUTIONAL PRINCIPLES AND MERIT-BASED GOVERNANCE

WHEREAS, Presidential Executive Orders signed on January 20 and January 21, 2025, direct federal agencies to ensure that recipients of federal funding certify compliance with the principles of constitutional merit and the prohibition of Diversity, Equity, and Inclusion (DEI) programs that undermine these principles; and

WHEREAS, adherence to these principles is necessary to maintain the City of Lynchburg's eligibility for federal grant funding and to uphold the values of fairness, unity, and equal opportunity for all individuals; and

WHEREAS, in Fiscal Year 2024, the City of Lynchburg received significant federal aid totaling millions of dollars across various departments, as reported in the Schedule of Expenditures of Federal Awards, including:

- \$2,387,538 from the Department of Agriculture;
- \$8,685,316 from the Department of Health and Human Services;
- \$794,011 from the Department of Housing and Urban Development;
- \$580,608 from the Department of Justice;
- \$1,037,125 from the Department of Labor;
- \$989,896 from the Department of Homeland Security;
- \$6,245,192 from the Department of Treasury;
- \$335,946 from the Department of Transportation;
- \$772,134 from the Environmental Protection Agency;
- \$2,745,289 from the Federal Aviation Administration; and
- \$202,990 from the Federal Emergency Management Agency; and

WHEREAS, Lynchburg City Schools also benefited from substantial federal funding in Fiscal Year 2024, including:

- \$6,222,819 from the Department of Agriculture; and
- \$23,540,635 from the Department of Education; and

WHEREAS, the continuation of this critical federal funding is essential for the operation and success of city services and educational programs, making compliance with federal requirements a top priority; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LYNCHBURG:

The City of Lynchburg shall adopt practices of merit-based governance and reject DEI programs as defined in this resolution, ensuring no taxpayer funds directly or indirectly support or subsidize the advancement or promotion of DEI programs. The following provisions outline the methods by which the City will certify compliance and reverse the effects of prior DEI initiatives:

DEFINITIONS

As used in this resolution:

“Contractor” means any person, individual, group of persons, organization, corporation, or business of any kind that enters into a contract, or enters into a subcontract pursuant to a contract, with any municipal or public entity operated, controlled, paid for, or under the jurisdiction of the City of Lynchburg, Virginia.

“Discriminatory Equity Ideology” means an ideology that treats individuals as members of preferred or disfavored groups rather than as individuals, and minimizes agency, merit and capability in favor of immoral generalizations, including that:

1. Members of one race, color, sex, or national origin are morally or inherently superior to members of another race, color, sex, or national origin;
2. An individual, by virtue of the individual's race, color, sex, or national origin, is inherently racist, sexist, or oppressive, whether consciously or unconsciously;
3. An individual's moral character or status as privileged, oppressing, or oppressed is primarily determined by the individual's race, color, sex, or national origin;
4. Members of one race, color, sex, or national origin cannot and should not attempt to treat others without respect to their race, color, sex, or national origin;
5. An individual, by virtue of the individual's race, color, sex, or national origin, bears responsibility for, should feel guilt, anguish, or other forms of psychological distress because of, should be discriminated against, blamed, or stereotyped for, or should receive adverse treatment because of actions committed in the past by other members of the same race, color, sex, or national origin, in which the individual played no part;
6. An individual, by virtue of the individual's race, color, sex, or national origin, should be discriminated against or receive adverse treatment to achieve diversity, equity, or inclusion;
7. Virtues such as merit, excellence, hard work, fairness, neutrality, objectivity, and racial colorblindness are racist or sexist or were created by members of a particular race, color, sex, or national origin to oppress members of another race, color, sex, or national origin; or
8. The City of Lynchburg, the Commonwealth of Virginia, or the United States of America is fundamentally racist, sexist or otherwise discriminatory.

"Diversity, Equity, and Inclusion (DEI) Concepts" means any ideology, principle, or belief that:

1. Promotes prioritization of characteristics such as race, ethnicity, sex, gender identity, or sexual orientation over merit, qualifications, or individual performance;
2. Asserts individuals should be treated differently based on inherent characteristics rather than individual actions or achievements;
3. Encourages or mandates adopting concepts of systemic oppression, privilege, or bias tied to inherent characteristics;
4. Supports racial, social, or environmental justice programs that prioritize group identity over individual merit;
5. Advocates for or promotes radical gender ideology, including the denial of biological sex, the forced use of preferred pronouns, or policies that compel speech related to gender identity;
6. Preferred pronouns should be published, communicated or included in discourse;
7. Advocates for, promote, or endorse medical treatments, surgeries, or interventions for gender transition, including hormone therapy or surgical procedures, particularly in minors; unlawfully practices medicine by offering diagnoses and treatment without the requisite license; or otherwise unlawfully facilitates the social transition of a minor; or
8. Advances divisive ideologies rather than unity, equal treatment, and opportunity for all.

"Diversity, Equity, and Inclusion (DEI) Program" means any initiative, policy, activity, training, or program that:

1. Incorporates, promotes, or applies DEI Concepts as defined above;
2. Promotes or applies Discriminatory Equity Ideology as defined in this resolution;
3. Is funded, implemented, or supported by public resources, either directly or indirectly, to advance ideological or divisive objectives.

COMMUNICATION AND ACTIONS BY PUBLIC ENTITIES

1. No communication by any municipal entity or official representative shall adopt, express, or promote any Discriminatory Equity Ideology or DEI Concepts as defined in this resolution.
2. No employee, contractor, or staff member in any municipal entity shall face adverse treatment for refusing to support, believe, or endorse any Discriminatory Equity Ideology or DEI Concepts.

3. No public funds shall be expended to promote, advertise, or advance any Discriminatory Equity Ideology or DEI Programs.

CERTIFICATION REQUIREMENT FOR CITY TRANSACTIONS

The City Manager is directed to ensure that all contracts, leases, grants, and agreements entered into by the City of Lynchburg include the following provision:

CERTIFICATION OF NON-OPERATION OF DEI PROGRAMS: All contractors, subcontractors, vendors, grantees, lessees, or recipients of city funds certify that no Diversity, Equity, and Inclusion (DEI) Programs, as defined in City Resolution [Resolution Number], are being operated, funded, or promoted in connection with their engagement with the City of Lynchburg. Violations of this certification shall result in penalties, termination of the agreement, or disqualification from future engagements.

CERTIFICATION REQUIREMENT FOR LYNCHBURG CITY SCHOOLS

Lynchburg City Schools shall annually certify that:

1. No DEI Programs, as defined in this resolution, are being operated, funded, or promoted.
2. No curriculum is being taught advancing the "Discriminatory Equity Ideology," or "DEI Concepts," as defined in this resolution.

Failure to certify compliance shall limit local funding to the state-mandated minimum.

CERTIFICATION FOR TUITION ASSISTANCE PROGRAMS

All employees participating in city-funded tuition assistance programs shall certify that:

No coursework, degree programs, or certifications funded by the City involve the elements of DEI Programs as defined in this resolution. For the purpose of continuing education to maintain a certification necessary to a position, exceptions may be made on a case-by-case basis.

Violations of this certification shall require reimbursement of tuition assistance funds.

REVIEW AND ACTION PLAN ON DEI PRACTICES

The City Manager shall review all city programs, policies, and expenditures since January 1, 2021, and:

1. Publish a list of all city programs, policies or expenditures that supported, advocated for or implemented:
 - a. Discriminatory Equity Ideology
 - b. DEI Concepts
 - c. DEI Programs
2. Costs associated with implementation, including compensated leave for participation;
3. Organizations providing services aligned with DEI Concepts or DEI Programs.

A report of these findings shall be submitted to City Council within 90 days of the adoption of this resolution.

Within 120 days, the City Manager shall deliver an action plan to:

1. Prevent future implementation of DEI Programs;
2. End funding for organizations promoting Discriminatory Equity Ideology or DEI Concepts;
3. Train all supervisors and managers to recognize and prevent the illegal and discriminatory promotion or application of Discriminatory Equity Ideology or DEI Concepts; and
4. Train all employees on their right to work in an environment free of the illegal and discriminatory promotion or application of Discriminatory Equity Ideology or DEI Concepts,

retaliation on the basis of political belief or activities, reinforce constitutional principles and protected rights under state and federal law, and promote merit-based principles.

The retraining program shall reverse the ideological effects of prior DEI training. This program shall:

1. Reinforce constitutional principles, including fairness, equal opportunity, and merit-based practices;
2. Promote unity and collaboration across all departments;
3. Address and correct divisive or discriminatory ideologies introduced by prior DEI training.

The retraining program shall be implemented for all new employees by July 1, 2025, and all current employees shall complete the retraining by July 1, 2026.

ABANDONMENT OF DEI-AFFILIATED GROUPS AND PROGRAMS

The City of Lynchburg shall disband Action 4 Change, an employee group promoting the Government Alliance on Race and Equity (GARE) philosophy of social justice and cease all related activities.

The City shall cease and/or discontinue participation in programs by:

1. Leadership Lynchburg, a program of the Lynchburg Regional Business Alliance; and
2. Virginia Center for Inclusive Communities (VCIC) at the University of Lynchburg.

The City shall immediately disband any internal DEI committees within departments. Any employee "affinity groups" that are exclusive based on race, sex, or other inherent characteristics and were created as a result of DEI Concepts or practices are prohibited from meeting during city-funded time. Such groups may meet on employees' personal time or through charged leave without the use of city resources.

IMPLEMENTATION AND AMENDMENTS

All city policies and procedures shall be updated to reflect this resolution within 180 days of adoption.

The City Attorney's Office and the Clerk of Council are explicitly required to comply with all provisions of this resolution, ensuring that no DEI Concepts or DEI Programs are incorporated, promoted, or supported within their respective offices. These offices shall also certify compliance annually to City Council.

This resolution shall become effective immediately upon its adoption.

SEVERABILITY

The provisions of this resolution are severable. If any part is declared invalid or unconstitutional, the remaining provisions shall remain in effect.

Adopted:

Certified: _____ Clerk



PRESIDENTIAL ACTIONS

ENDING ILLEGAL DISCRIMINATION AND RESTORING MERIT- BASED OPPORTUNITY

January 21, 2025

By the authority vested in me as President by the Constitution and the laws of the United States of America, it is hereby ordered:

Section 1. Purpose. Longstanding Federal civil-rights laws protect individual Americans from discrimination based on race, color, religion, sex, or national origin. These civil-rights protections serve as a bedrock supporting equality of opportunity for all Americans. As President, I have a solemn duty to ensure that these laws are enforced for the benefit of all Americans.

Yet today, roughly 60 years after the passage of the Civil Rights Act of 1964, critical and influential institutions of American society, including the Federal Government, major corporations, financial institutions, the medical industry, large commercial airlines, law enforcement agencies, and institutions of higher education have adopted and actively use dangerous, demeaning, and immoral race- and sex-based preferences under the guise of so-called “diversity, equity, and inclusion” (DEI) or “diversity, equity, inclusion, and accessibility” (DEIA) that can violate the civil-rights laws of this Nation.

Illegal DEI and DEIA policies not only violate the text and spirit of our longstanding Federal civil-rights laws, they also undermine our national unity, as they deny, discredit, and undermine the traditional American values of hard work, excellence, and individual achievement in favor of an unlawful, corrosive, and pernicious identity-based spoils system. Hardworking Americans who deserve a shot at the American Dream should not be stigmatized, demeaned, or shut out of opportunities because of their race or sex.

These illegal DEI and DEIA policies also threaten the safety of American men, women, and children across the Nation by diminishing the importance of individual merit, aptitude, hard work, and determination when selecting people for jobs and services in key sectors of American society, including all levels of government, and the medical, aviation, and law-enforcement communities. Yet in case after tragic case, the American people have witnessed first-hand the disastrous consequences of illegal, pernicious discrimination that has prioritized how people were born instead of what they were capable of doing.

The Federal Government is charged with enforcing our civil-rights laws. The purpose of this order is to ensure that it does so by ending illegal preferences and discrimination.

Sec. 2. Policy. It is the policy of the United States to protect the civil rights of all Americans and to promote individual initiative, excellence, and hard work. I therefore order all executive departments and agencies (agencies) to terminate all discriminatory and illegal preferences, mandates, policies, programs, activities, guidance, regulations, enforcement actions, consent orders, and requirements. I further order all agencies to enforce our longstanding civil-rights laws and to combat illegal private-sector DEI preferences, mandates, policies, programs, and activities.

Sec. 3. Terminating Illegal Discrimination in the Federal Government. (a) The following executive actions are hereby revoked:

- (i) Executive Order 12898 of February 11, 1994 (Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations);
- (ii) Executive Order 13583 of August 18, 2011 (Establishing a Coordinated Government-wide Initiative to Promote Diversity and Inclusion in the Federal Workforce);
- (iii) Executive Order 13672 of July 21, 2014 (Further Amendments to Executive Order 11478, Equal Employment Opportunity in the Federal Government, and

Executive Order 11246, Equal Employment Opportunity); and

(iv) The Presidential Memorandum of October 5, 2016 (Promoting Diversity and Inclusion in the National Security Workforce).

(b) The Federal contracting process shall be streamlined to enhance speed and efficiency, reduce costs, and require Federal contractors and subcontractors to comply with our civil-rights laws. Accordingly:

(i) Executive Order 11246 of September 24, 1965 (Equal Employment Opportunity), is hereby revoked. For 90 days from the date of this order, Federal contractors may continue to comply with the regulatory scheme in effect on January 20, 2025.

(ii) The Office of Federal Contract Compliance Programs within the Department of Labor shall immediately cease:

(A) Promoting “diversity”;

(B) Holding Federal contractors and subcontractors responsible for taking “affirmative action”; and

(C) Allowing or encouraging Federal contractors and subcontractors to engage in workforce balancing based on race, color, sex, sexual preference, religion, or national origin.

(iii) In accordance with Executive Order 13279 of December 12, 2002 (Equal Protection of the Laws for Faith-Based and Community Organizations), the employment, procurement, and contracting practices of Federal contractors and subcontractors shall not consider race, color, sex, sexual preference, religion, or national origin in ways that violate the Nation’s civil rights laws.

(iv) The head of each agency shall include in every contract or grant award:

(A) A term requiring the contractual counterparty or grant recipient to agree that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the government’s payment decisions for purposes of section 3729(b)(4) of title 31, United States Code; and

(B) A term requiring such counterparty or recipient to certify that it does not operate any programs promoting DEI that violate any applicable Federal anti-discrimination laws.

(c) The Director of the Office of Management and Budget (OMB), with the assistance of the Attorney General as requested, shall:

(i) Review and revise, as appropriate, all Government-wide processes, directives, and guidance;

(ii) Excise references to DEI and DEIA principles, under whatever name they may appear, from Federal acquisition, contracting, grants, and financial assistance procedures to streamline those procedures, improve speed and efficiency, lower costs, and comply with civil-rights laws; and

(iii) Terminate all “diversity,” “equity,” “equitable decision-making,” “equitable deployment of financial and technical assistance,” “advancing equity,” and like

mandates, requirements, programs, or activities, as appropriate.

Sec. 4. Encouraging the Private Sector to End Illegal DEI Discrimination and Preferences. (a) The heads of all agencies, with the assistance of the Attorney General, shall take all appropriate action with respect to the operations of their agencies to advance in the private sector the policy of individual initiative, excellence, and hard work identified in section 2 of this order.

(b) To further inform and advise me so that my Administration may formulate appropriate and effective civil-rights policy, the Attorney General, within 120 days of this order, in consultation with the heads of relevant agencies and in coordination with the Director of OMB, shall submit a report to the Assistant to the President for Domestic Policy containing recommendations for enforcing Federal civil-rights laws and taking other appropriate measures to encourage the private sector to end illegal discrimination and preferences, including DEI. The report shall contain a proposed strategic enforcement plan identifying:

- (i) Key sectors of concern within each agency's jurisdiction;
- (ii) The most egregious and discriminatory DEI practitioners in each sector of concern;
- (iii) A plan of specific steps or measures to deter DEI programs or principles (whether specifically denominated "DEI" or otherwise) that constitute illegal discrimination or preferences. As a part of this plan, each agency shall identify up to nine potential civil compliance investigations of publicly traded corporations, large non-profit corporations or associations, foundations with assets of 500 million dollars or more, State and local bar and medical associations, and institutions of higher education with endowments over 1 billion dollars;
- (iv) Other strategies to encourage the private sector to end illegal DEI discrimination and preferences and comply with all Federal civil-rights laws;
- (v) Litigation that would be potentially appropriate for Federal lawsuits, intervention, or statements of interest; and
- (vi) Potential regulatory action and sub-regulatory guidance.

Sec. 5. Other Actions. Within 120 days of this order, the Attorney General and the Secretary of Education shall jointly issue guidance to all State and local educational agencies that receive Federal funds, as well as all institutions of higher education that receive Federal grants or participate in the Federal student loan assistance program under Title IV of the Higher Education Act, 20 U.S.C. 1070 et seq., regarding the measures and practices required to comply with *Students for Fair Admissions, Inc. v. President and Fellows of Harvard College*, 600 U.S. 181 (2023).

Sec. 6. Severability. If any provision of this order, or the application of any provision

to any person or circumstance, is held to be invalid, the remainder of this order and the application of its provisions to any other persons or circumstances shall not be affected thereby.

Sec. 7. Scope. (a) This order does not apply to lawful Federal or private-sector employment and contracting preferences for veterans of the U.S. armed forces or persons protected by the Randolph-Sheppard Act, 20 U.S.C. 107 et seq.

(b) This order does not prevent State or local governments, Federal contractors, or Federally-funded State and local educational agencies or institutions of higher education from engaging in First Amendment-protected speech.

(c) This order does not prohibit persons teaching at a Federally funded institution of higher education as part of a larger course of academic instruction from advocating for, endorsing, or promoting the unlawful employment or contracting practices prohibited by this order.

Sec. 8. General Provisions. (a) Nothing in this order shall be construed to impair or otherwise affect:

(i) the authority granted by law to an executive department, agency, or the head thereof; or

(ii) the functions of the Director of the Office of Management and Budget relating to budgetary, administrative, or legislative proposals.

(b) This order shall be implemented consistent with applicable law and subject to the availability of appropriations.

(c) This order is not intended to and does not create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

THE WHITE HOUSE,
January 21, 2025.

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AGENDA ITEM SUMMARY

MEETING DATE

April 22, 2025

PRESENTED BY

Donna Witt, Chief Financial Officer

AGENDA ITEM # III.4

FY 2025 General Fund Reserve for Contingencies Update

RECOMMENDATION

Receive an update on the FY 2025 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 2025 Reserve for Contingencies was adopted at \$1,200,000, including \$50,000 for City Manager's Discretionary expenditures. Updates are presented at the Finance Committee meeting.

PRIOR ACTION(S)

May 28, 2024: City Council, Adoption of the FY 2025 Operating Budget

FISCAL IMPACT

As noted in Attachment A.

CONTACT(S)

Donna Witt, Chief Financial Officer

ATTACHMENT(S)

1. General Fund Reserve for Contingencies - Finance Committee - April 2025

REVIEWED BY

Donna Witt, Chief Financial Officer

Date: April 17, 2025

FY 2025 GENERAL FUND RESERVE FOR CONTINGENCIES

	<u>Reserve for Contingencies</u>	<u>City Manager's Discretionary Funding</u>
BEGINNING BALANCE, JULY 1, 2024	\$1,150,000	\$50,000
Carryforward to FY 2025 Reserve for Contingencies - FY 2025 Adopted Budget	0	0
BALANCE	<u>\$1,150,000</u>	<u>\$50,000</u>
APPROPRIATIONS (Second Reading)		
Community Development - Demolition of Blighted Properties (2/18/2025)	(\$116,160)	
TOTAL APPROPRIATIONS	<u>(\$116,160)</u>	<u>\$0</u>
REMAINING BALANCE	<u>\$1,033,840</u>	<u>\$50,000</u>
ITEMS INTRODUCED		
TOTAL INTRODUCED ITEMS	<u>\$0</u>	<u>\$0</u>
REMAINING BALANCE	<u>\$1,033,840</u>	<u>\$50,000</u>
PENDING ITEMS		
TOTAL PENDING ITEMS	<u>\$0</u>	<u>\$0</u>
ENDING BALANCE, JUNE 30, 2025	<u>\$1,033,840</u>	<u>\$50,000</u>

AGENDA ITEM SUMMARY

MEETING DATE

April 22, 2025

PRESENTED BY

Donna Witt, Chief Financial Officer

AGENDA ITEM # III.5

Monthly Revenue Collections Update

RECOMMENDATION

Review collections received from five of the City's revenue sources during Fiscal Year 2025. This report reflects revenues collected through February 2025.

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 28, 2024: City Council, Adoption of the FY 2025 Operating Budget

FISCAL IMPACT

As noted on report.

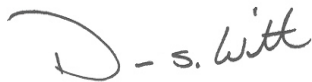
CONTACT(S)

Donna Witt, Chief Financial Officer

ATTACHMENT(S)

1. Monthly Tax Revenues Comparison FY 2025 - April 2025

REVIEWED BY



Donna Witt, Chief Financial Officer

Date: April 17, 2025

**Comparison of Collections
Budget to Actual
Fiscal Year 2025**

	Actual FY 2022	Actual FY 2023	Actual FY 2024	Adopted FY 2025	Actual FY 2025	Actual FY 2025 to Adopted FY 2025	Actual FY 2025 to Actual FY 2024
SALES & USE TAX							
ADOPTED FY 2025 BUDGET - \$22,000,000							
JULY	\$1,595,392	\$1,752,856	\$1,756,307	\$1,757,960	\$1,858,087	\$100,127	\$101,780
AUGUST	1,567,107	1,734,950	1,735,715	1,737,349	1,925,891	188,542	\$190,176
SEPTEMBER	1,702,723	1,910,727	1,873,719	1,875,483	1,782,891	(92,592)	(\$90,828)
OCTOBER	1,727,124	1,826,541	1,779,505	1,781,180	1,873,631	92,451	\$94,126
NOVEMBER	1,705,132	1,755,273	1,849,100	1,850,840	1,909,776	58,936	\$60,676
DECEMBER	2,128,639	2,339,927	2,244,272	2,246,384	2,339,069	92,685	\$94,797
JANUARY	1,623,094	1,470,075	1,626,161	1,627,692	1,608,074	(19,618)	(\$18,087)
FEBRUARY	1,496,509	1,697,755	1,834,554	1,836,281	1,548,164	(288,117)	(\$286,390)
TOTAL	\$13,545,720	\$14,488,104	\$14,699,333	\$14,713,169	\$14,845,583	\$132,414	\$146,250
CONSUMER UTILITY TAX - ELECTRIC							
ADOPTED FY 2025 BUDGET - \$3,500,000							
JULY	\$320,905	\$323,534	\$305,391	\$303,585	\$328,167	\$24,582	\$22,776
AUGUST	340,374	326,175	315,489	313,624	326,991	13,367	\$11,502
SEPTEMBER	321,494	316,174	313,758	311,903	302,612	(9,291)	(\$11,146)
OCTOBER	285,740	264,598	259,987	258,450	258,383	(67)	(\$1,604)
NOVEMBER	265,895	248,183	240,492	239,070	247,468	8,398	\$6,976
DECEMBER	331,167	339,268	336,512	334,522	319,405	(15,117)	(\$17,107)
JANUARY	336,155	359,207	350,274	348,203	372,667	24,464	\$22,393
FEBRUARY	361,163	311,595	317,994	316,114	356,718	40,604	\$38,724
TOTAL	\$2,562,893	\$2,488,734	\$2,439,897	\$2,425,471	\$2,512,411	\$86,940	\$72,514

	Actual Collected FY 2022 ²	Actual Collected FY 2023 ²	Actual Collected FY 2024 ²	Adopted FY 2025	Actual Assessed FY 2025	Actual Assessed FY 2025 to Adopted FY 2025	Actual Collected FY 2025 ²	Actual Collected FY 2025 to Adopted FY 2025	Actual Collected FY 2025 to Collected FY 2024
MEALS TAX									
ADOPTED FY 2025 BUDGET - \$21,500,000									
JULY ¹	\$1,381,484	\$1,450,812	\$1,445,285	\$1,664,742	\$1,568,899	(\$95,843)	\$1,463,383	(\$201,359)	\$18,098
AUGUST	1,506,141	1,608,171	1,701,730	1,810,513	1,741,484	(69,029)	1,754,060	(56,453)	52,330
SEPTEMBER	1,457,339	1,636,715	1,815,499	1,787,870	1,754,453	(33,417)	1,740,798	(47,072)	(74,701)
OCTOBER	1,537,383	1,677,356	1,759,675	1,857,002	1,807,476	(49,526)	1,731,117	(125,885)	(28,558)
NOVEMBER	1,452,953	1,531,231	1,672,125	1,757,737	1,754,056	(3,681)	1,734,682	(23,055)	62,557
DECEMBER	1,560,912	1,727,245	1,730,918	1,855,934	1,776,624	(79,310)	1,665,808	(190,126)	(65,110)
JANUARY	1,277,126	1,550,911	1,497,034	1,590,301	1,559,018	(31,283)	1,573,286	(17,015)	76,252
FEBRUARY	1,494,478	1,674,080	1,666,914	1,774,666	1,615,283	(159,383)	1,388,842	(385,824)	(278,072)
TOTAL	\$11,667,816	\$12,856,521	\$13,289,180	\$14,098,765	\$13,577,293	(\$521,472)	\$13,051,976	(\$1,046,789)	(\$237,204)
LODGING TAX									
ADOPTED FY 2025 BUDGET - \$4,300,000									
JULY ¹	\$242,273	\$268,473	\$287,424	\$341,838	\$304,097	(\$37,741)	\$323,561	(\$18,277)	\$36,137
AUGUST	333,446	335,707	367,347	406,757	401,148	(5,609)	400,907	(5,850)	33,560
SEPTEMBER	263,845	301,809	341,274	380,352	333,670	(46,682)	327,595	(52,757)	(13,679)
OCTOBER	317,407	384,448	411,122	452,601	376,556	(76,045)	376,203	(76,398)	(34,919)
NOVEMBER	194,097	241,126	297,618	352,943	267,609	(85,334)	273,200	(79,743)	(24,418)
DECEMBER	193,575	251,366	229,855	244,046	203,646	(40,400)	204,711	(39,335)	(25,144)
JANUARY	173,332	265,409	244,962	279,345	246,476	(32,869)	248,082	(31,263)	3,120
FEBRUARY	276,290	289,815	296,436	334,052	281,210	(52,842)	276,505	(57,547)	(19,931)
TOTAL	\$1,994,265	\$2,338,153	\$2,476,038	\$2,791,934	\$2,414,412	(\$377,522)	\$2,430,764	(\$361,170)	(\$45,274)
AMUSEMENT TAX									
ADOPTED FY 2025 BUDGET -									
JULY ¹	\$59,351	\$46,938	\$88,097	\$96,977	\$84,443	(\$12,534)	\$83,599	(\$13,378)	(\$4,498)
AUGUST	55,160	97,916	62,359	68,804	77,609	8,805	79,458	10,654	17,099
SEPTEMBER	45,639	60,593	62,730	69,355	69,951	596	70,629	1,274	7,899
OCTOBER	55,688	70,383	93,525	87,983	80,926	(7,057)	81,550	(6,433)	(11,975)
NOVEMBER	54,292	64,081	57,177	68,195	92,301	24,106	91,894	23,699	34,717
DECEMBER	91,535	84,585	102,333	109,868	108,375	(1,493)	108,913	(955)	6,580
JANUARY	46,525	65,873	61,315	65,967	63,229	(2,738)	60,978	(4,989)	(337)
FEBRUARY	59,372	66,994	74,195	82,502	67,445	(15,057)	67,473	(15,029)	(6,722)
TOTAL	\$467,562	\$557,363	\$601,731	\$649,651	\$644,279	(\$5,372)	\$644,494	(\$5,157)	\$42,763

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.