

FINANCE COMMITTEE AGENDA
Tuesday, October 28, 2014
11:30 a.m.

GENERAL BUSINESS

11:30 a.m.

1. Report on the General Fund Reserve for Contingencies

Contact: Donna Witt, Director of Financial Services

455-3968

11:35 a.m.

2. Review highlights of attached quarterly financial reports for the Greater Lynchburg Transit Company (GLTC) as well as the Regional Airport, Lynchburg Regional Juvenile Detention Center, Comprehensive Services Act, Water Operating, Sewer Operating, Stormwater Operating, and General Funds the for the quarter ending June 30, 2014.

Fund	Preparer
GLTC	Karen Walton, General Manager of GLTC
Regional Airport Fund	Mark Courtney, Airport Manager
Lynchburg Regional Juvenile Detention Center	Tamara Rosser, Director of Human Services
Comprehensive Services Act Fund	Tamara Rosser, Director of Human Services
Water Operating Fund	Tim Mitchell, Director of Water Resources
Sewer Operating Fund	Tim Mitchell, Director of Water Resources
Stormwater Operating Fund	Tim Mitchell, Director of Water Resources
General Fund	Donna Witt, Director of Financial Services

12:15 p.m.

3. Consider a request to adopt a resolution to approve the submittal of an application for Transportation Alternatives Program (TAP) funding through VDOT for construction of a sidewalk on one side of Nationwide Dr.

Contact: Lee Newland, City Engineer

455-3947

12:20 p.m.

4. Consider a request to adopt a resolution to amend the FY 2015 General Fund, Parks and Recreation, Recreation Programs budget and appropriate \$81,298 with resources from the United States Department of Agriculture, Farmers' Market Promotion Grant to address food desert challenges in the city and to promote agriculture in the Region 2000 area.

Contact: Kay Frazier, Director of Parks and Recreation

455-5868

12:25 p.m.

5. Consider a request to approve the submittal of an application for \$52,542 from the 2014 State Homeland Security Program (SHSP) grant from U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) for the Lynchburg Fire Department's CBRNE (Chemical, Biological, Radiological, Nuclear, Explosive) Equipment project.

Contact: Fire Chief Brad Ferguson

455-6340

12:30 p.m.

6. Review of the Permanent Supportive Housing Program (formerly Shelter Plus Care) Renewal Grant Application for the Federal Fiscal Year (FY) 2014 Funds in the FY 2013-FY 2014 Continuum of Care Program Competition from the U. S. Department of Housing and Urban Development (HUD).

Contact: Melva Walker, Grants Manager

455-3916

12:35 p.m.

7. Receive a report on the FY 2014 Write-Off of Uncollectible Accounts Receivable

Contact: Donna Witt, Director of Financial Services

455-3968

12:40 p.m.

8. Review collections received from five of the City's largest revenue sources.

Contact: Donna Witt, Director of Financial Services

455-3968

12:45 p.m.

9. Roll Call

The next Finance Committee meeting is Tuesday, November 25, 2014, at 11:30 a.m.

FY 2015 GENERAL FUND RESERVE FOR CONTINGENCIES

	Reserve for Contingencies	City Manager's Discretionary Funding
BEGINNING BALANCE, JULY 1, 2014	\$550,000	\$50,000
Anticipated carryforward to FY 2015 Reserve for Contingencies - 05/13/14 Council Meeting	600,000	
BALANCE	\$1,150,000	\$50,000
APPROPRIATIONS (Second Reading)		
Police Department Tasers - 06/24/14 Council Meeting	(\$115,713)	
School Resource Officer Grant local match and additional costs - 06/24/14 Council Meeting	(83,765)	
Two Community Centers - 09/09/14 Council Meeting	(139,720)	
TOTAL APPROPRIATIONS	(\$339,198)	\$0
REMAINING BALANCE	\$810,802	\$50,000
ITEMS INTRODUCED		
TOTAL INTRODUCED ITEMS	\$0	\$0
REMAINING BALANCE	\$810,802	\$50,000
PENDING ITEMS		
State reimbursement of Reverse 911 Grant matching funds - 10/14/14 Council Meeting/1st Quarter Adjustments	\$17,095	
Insurance settlement for damages to the Holiday Inn Parking Deck - 10/14/14 Council Meeting/1st Quarter Adjustments	100,000	
Use of FY 2014 fund balance for the Two Community Centers - 10/14/14 Council Meeting/1st Quarter Adjustments	139,720	
TOTAL PENDING ITEMS	\$256,815	\$0
PROJECTED BALANCE	\$1,067,617	\$50,000

Greater Lynchburg Transit Company



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gberkley@gltconline.com
www.GLTCOnline.com

October 4, 2014

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

RE: June 30, 2014 Quarterly Financial Report – Greater Lynchburg Transit Company

The attached Greater Lynchburg Transit Company Comparative Income Statement summarizes the financial activities for the fourth quarter of FY14 and YTD data for the fiscal year.

REVENUE

Revenue came in well above projection during the final quarter of FY 14 with a 19% increase over the budget. All university partners contributed more than what was originally projected due to increased service. YTD Farebox revenue came in at a healthy 6% over budget. Unexpected DRPT revenue came in through the new transportation bill. Due to GLTC's ridership and cost metrics, we received a healthy increase.

EXPENDITURES

We made some adjustments to a few individual line items to make them align more accurately with operations. You can see a good example illustrated in the Other Salaries & Wages on both Fixed Route and Paratransit. The Total Expenses line for the year tracked on budget.

SUMMARY

With increases in revenue, and expenses tracking according to budget, GLTC's operational budget ended the year in the black.

Respectfully submitted,

Karen Walton

Karen Walton
General Manager

c: L. Kimball Payne III, City Manager
Bonnie Svrcek, Deputy City Manager
Donna Witt, Director of Financial Services

CENTRAL VIRGINIA TRANSIT MANAGEMENT CO INC.
QUARTERLY INCOME STATEMENT
AS OF JUNE 30, 2014

	QTR TO DATE						
	FY2014	FY2014	%	FY2014	FY2014	%	
	QTD	QTD	VAR	YTD	YTD	of	
	ACTUAL	BUDGET		ACTUAL	BUDGET	Budget	
REVENUE							
FRT Passenger Revenue	\$ 241,438	\$ 237,540	2%	\$ 1,010,759	\$ 950,160	6%	
DRT Passenger Revenue	21,726	23,231	-6%	81,156	92,922	-13%	
Contracts (LC Access)	4,952	4,349	14%	25,261	21,746	16%	
Contracts (CVCC Access)	6,189	-	100%	12,378	-	100%	
Liberty University Revenue	283,169	215,866	31%	1,005,196	1,079,329	-7%	
Other Contract Revenue	2,865	12,200	-77%	13,740	48,800	-72%	
Non-Operating Revenue	1,605	6,250	-74%	40,845	25,000	63%	
Advertising Revenue	13,583	16,250	-16%	42,100	65,000	-35%	
City Operating Assistance	298,560	298,560	0%	1,194,239	1,194,239	0%	
County Operating Assistance	14,373	17,071	-16%	57,492	68,282	-16%	
State Operating Assistance	568,243	346,781	64%	1,673,517	1,387,122	21%	
Federal Operating Assistance	493,430	461,334	7%	1,973,720	1,845,336	7%	
TOTAL REVENUE	\$ 1,950,133	\$ 1,639,430	19%	\$ 7,130,402	\$ 6,777,936	5%	
EXPENSES							
FIXED ROUTE							
Operator Labor	\$ 335,483	\$ 329,355	2%	\$ 1,543,571	\$ 1,317,419	17%	
Operator-Overtime	32,442	30,082	8%	64,021	120,327	-47%	
Other Salaries & Wages	40,655	55,136	-26%	165,944	220,542	-25%	
Supervisors-Overtime	5,306	4,050	31%	15,506	16,200	-4%	
Fringe Benefits	249,010	257,153	-3%	1,005,635	1,028,611	-2%	
TOTAL FIXED ROUTE	\$ 662,896	\$ 675,775	-2%	\$ 2,794,675	\$ 2,703,099	3%	
DEMAND RESPONSE							
Operator Labor	\$ 66,844	\$ 67,258	-1%	\$ 265,228	\$ 269,030	-1%	
Operator-Overtime-PTS	1,147	1,375	-17%	3,255	5,500	-41%	
Other Salaries & Wages	22,939	16,294	41%	91,699	65,175	41%	
Fringe Benefits	54,316	51,431	6%	202,461	205,722	-2%	
TOTAL DEMAND RESPONSE	\$ 145,246	\$ 136,357	7%	\$ 562,643	\$ 545,427	3%	
MAINTENANCE							
Other Salaries & Wages	\$ 136,157	\$ 136,672	0%	\$ 549,477	\$ 546,688	1%	
Inspection&Maint,Srvc-Overtime	7,709	5,412	42%	24,818	21,647	15%	
Fringe Benefits	85,989	85,718	0%	322,816	342,870	-6%	
Fuel & Lubricants	200,459	234,575	-15%	823,051	938,300	-12%	
Tires & Tubes	15,118	12,037	26%	55,954	48,146	16%	
Other Materials & Supplies	92,697	76,925	21%	329,942	307,698	7%	
TOTAL MAINTENANCE	\$ 538,129	\$ 551,337	-2%	\$ 2,106,059	\$ 2,205,349	-5%	
ADMINISTRATION							
Other Salaries & Wages	\$ 48,432	\$ 51,475	-6%	\$ 200,894	\$ 205,899	-2%	
Fringe Benefits	29,038	34,287	-15%	112,924	137,148	-18%	
Services	124,808	108,357	15%	470,907	433,426	9%	
Utilities	26,931	29,250	-8%	105,627	117,000	-10%	
Casualty & Liability Expenses	53,997	76,500	-29%	270,938	306,000	-11%	
Other Materials & Supplies	65,395	10,022	553%	84,756	40,088	111%	
Miscellaneous	36,736	21,125	74%	60,548	84,500	-28%	
TOTAL ADMINISTRATION	\$ 385,335	\$ 331,015	16%	\$ 1,306,594	\$ 1,324,061	-1%	
TOTAL EXPENSES	\$ 1,731,606	\$ 1,694,484	2%	\$ 6,769,971	\$ 6,777,936	0%	
NET INCOME/(LOSS)	\$ 218,527	\$ (55,054)	-497%	\$ 360,431	\$ -	100%	



Lynchburg Regional Airport

350 Terminal Drive, Lynchburg, Virginia 24502 • (434) 455-6090 • Fax (434) 239-9027



October 13, 2014

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: June 30, 2014 – Annual (FY 2014) Financial Summary - Lynchburg Regional Airport

REGIONAL AIRPORT FUND

The attached Lynchburg Regional Airport Operating Fund Financial Summary reflects the financial activity for this Fund for the fiscal year ending June 30, 2014. Despite a generally sluggish regional economy, the airport managed a 5.6% increase in airport-generated revenue led by record-breaking totals from both the parking and rental car concessions. Core departmental expenses increased by \$3,172 (+0.02%) while overall expenses decreased by \$107,341 (-3.8%). The subsidy from the General Fund to the airport for FY 2014 was \$218,809 which was \$70,252 less than the original adopted budget and \$117,521 less than the FY 2013 subsidy. It is projected that the annual subsidy from the City will be completely eliminated by FY 2016.

REVENUE HIGHLIGHTS

- Airfield Revenue: Landing fees revenue was \$7,049 more than budget, reflecting a generally higher mix of jet aircraft in FY 2014.
- Terminal Revenue: Revenue was \$149,385 more than budget after increasing parking rates by \$1 per day and the addition of National Car Rental as a new tenant/concession.
- General Aviation: Revenue was \$51,608 more than budget due to better than expected fuel-sales related revenue and newly implemented aircraft parking fees.
- State Airport Aid: Revenue was \$68,815 more than budget due to having more state-assisted non-recurring airport maintenance and repair projects than expected.
- General Fund Subsidy: As previously mentioned, the operating subsidy from the City was \$218,809 which was \$70,252 less than originally budgeted.

EXPENSE HIGHLIGHTS

- Terminal Operations: \$53,933 less than budget due largely to savings resulting from extended position vacancies during the year and less maintenance on recently replaced equipment.
- Administration: \$48,680 less than budget due primarily to incurring fewer contractual services than anticipated.
- Snow Removal: \$14,142 more than budget due to having significantly more snow and ice events during this fiscal year.
- Other Airport Expense: \$11,796 less than budget due primarily to less than expected accrual/contribution for the annually calculated current and future retiree benefits.

SUMMARY

Despite a generally sluggish regional economy, modest revenue increases exceeded budget expectations. This, combined with expenses held to well within budget, resulted in a FY 2014 operating subsidy of \$218,809 which was a \$117,521 decrease from the FY 2013 subsidy. Based on steady air service levels, competitive airfares, and growing passenger demand combined with decreasing debt service, the City subsidy to the airport is expected to be eliminated completely within the next two years.

Respectfully submitted,


Mark F. Courtney, A.A.E.
Airport Director

cc: L. Kimball Payne III, City Manager
Bonnie Svrcek, Deputy City Manager
Donna Witt, Director of Financial Services
Wesley Campbell, Airport Finance Manager

LYNCHBURG REGIONAL AIRPORT
OPERATING FUND FINANCIAL SUMMARY
June 30, 2014

	FY 2013 Amended Budget	FY 2013 Actual (thru 6/30/13)	FY 2013 % of Budget	*	FY 2014 Amended Budget	FY 2014 Actual (thru 6/30/14)	FY 2014 % of Budget	*	FY 2014 Amended Budget	FY 2014 Actual (thru 6/30/14)	FY 2014 \$ Variance Actual vs. Amended Budget
BEGINNING NET ASSETS		\$ 32,507,809		*		\$ 31,042,521 (1)		*		\$ 31,042,521 (1)	
Less: Invested in Capital Assets, net of related debt		31,723,484		*		30,210,365		*		30,210,365	
BEGINNING UNRESTRICTED NET ASSETS	<u>\$ 558,143</u>	<u>\$ 784,325</u>		*	<u>\$ 583,331</u>	<u>\$ 832,156</u>		*	<u>\$ 583,331</u>	<u>\$ 832,156</u>	<u>\$ -</u>
BOND REFUNDING PROCEEDS	\$ -	\$ -		*	\$ -	\$ -		*	\$ -	\$ -	
PRIOR PERIOD AUDIT ADJUST	\$ -	\$ -		*	\$ -	\$ -		*	\$ -	\$ -	
REVENUES				*				*			
Airfield	90,000	106,188	118%	*	95,000	102,049	107%	*	95,000	102,049	7,049
Terminal	1,213,183	1,386,306	114%	*	1,307,327	1,456,712	111%	*	1,307,327	1,456,712	149,385
General Aviation	372,000	399,989	108%	*	383,000	434,608	113%	*	383,000	434,608	51,608
Other Leased Property	220,400	214,085	97%	*	214,400	219,755	102%	*	214,400	219,755	5,355
State Airport Aid	344,000	318,673	93%	*	290,000	358,815	124%	*	290,000	358,815	68,815
Federal Security Aid	120,000	107,446	90%	*	110,000	107,820	98%	*	110,000	107,820	(2,180)
General Fund Subsidy	336,330	336,330	100%	*	218,809	218,809	100%	*	218,809	218,809	0
Interest & Other	19,000	39,109	206%	*	19,000	36,066	190%	*	19,000	36,066	17,066
	<u>\$ 2,714,913</u>	<u>\$ 2,908,127</u>		*	<u>\$ 2,637,536</u>	<u>\$ 2,934,634</u>		*	<u>\$ 2,637,536</u>	<u>\$ 2,934,634</u>	<u>\$ 297,098</u>
EXPENSES				*				*			
Airfield Operations	294,822	297,917	101%	*	301,041	315,747	105%	*	301,041	315,747	(14,706)
Terminal Operations	559,898	536,298	96%	*	553,864	499,931	90%	*	553,864	499,931	53,933
General Aviation	114,906	123,571	108%	*	125,008	118,833	95%	*	125,008	118,833	6,175
Administration	657,208	616,516	94%	*	660,966	612,286	93%	*	660,966	612,286	48,680
Safety (ARFF & LEO)	402,630	407,711	101%	*	407,345	421,309	103%	*	407,345	421,309	(13,964)
Snow Removal	20,056	13,697	68%	*	20,468	34,610	169%	*	20,468	34,610	(14,142)
Debt Service	263,183	261,452	99%	*	205,865	204,166	99%	*	205,865	204,166	1,698
Non-Recurring Airport Expenses	497,460	364,964	73%	*	512,721	480,911	94%	*	512,721	480,911	31,810
Transfers to Other Airport Funds	222,500	222,500	100%	*	20,000	19,140	96%	*	20,000	19,140	860
Other Airport Expenses	57,814	15,670	27%	*	57,819	46,023	80%	*	57,819	46,023	11,796
	<u>\$ 3,090,477</u>	<u>\$ 2,860,296</u>		*	<u>\$ 2,865,096</u>	<u>\$ 2,752,956</u>		*	<u>\$ 2,865,096</u>	<u>\$ 2,752,956</u>	<u>\$ 112,140</u>
ENDING UNRESTRICTED NET ASSETS	<u>\$ 182,579</u>	<u>\$ 832,156</u>		*	<u>\$ 355,771</u>	<u>\$ 1,013,834</u>		*	<u>\$ 355,771</u>	<u>\$ 1,013,834</u> (2)	

FOOTNOTES:

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

Total Net Assets per CAFR 6/30/13	\$ 35,885,879
Less: Net Assets in Capital & PFC Funds	\$ (4,843,358)
Total Beginning Net Assets	\$ 31,042,521

2) FY 2014 Ending Unrestricted Net Assets is comprised of the following:

Des. for Debt Service (Rental Car Facility)	\$ 158,294	(\$204,886.55 + \$208.24 interest - \$46,801 reserve drawdown = \$158,293.79)
Des. for Maintenance (Rental Car Facility)	\$ 75,767	(\$43,937.98 + \$31,828.69 year-end increase)
Reserve for Encumbrances	\$ 155,771	(encumbrances carried forward to FY15)
Undesignated Retained Earnings	\$ 624,002	
	<u>\$ 1,013,834</u>	

October 28, 2014

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

RE: June 30, 2014 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 June 30, 2014 for FY 2014. The financial spreadsheet provides comparative year to date data for the same period of FY 2014.

REVENUES

Charges for Services

Revenue in this category for the fourth quarter is \$1,620,736 or 96.7% of the budget. This is due to a decrease in revenues from non-contracting localities.

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 in 2014 were \$1,074,463 or 98.1% 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 the fiscal year 2014 are \$37,504 or 83.3% of the budget.

EXPENDITURES

Overall expenditures for the fourth quarter of FY 2014 were \$2,732,724 and were within budget. Allocated costs for the contracting localities through the fourth quarter of FY14 were approximately 85%; Lynchburg's allocated share is approximately 15%.

Juvenile Population

The average number of juveniles being served per day through the fourth quarter of FY 2014 is 18.24 as compared to 21.41 in FY 2013.

SUMMARY

The fourth quarter report reflects a continuing downward trend in the juvenile population at the Lynchburg Regional Detention Home and other facilities in the State of Virginia. The Lynchburg Regional Detention Home is an outstanding facility recognized by the juvenile judicial system for providing educational services, mental health services, physical health services, and partnerships with local area businesses.

Respectfully submitted,



Tamara Rosser
Director, Department of Juvenile Services

c: L. Kimball Payne, III, City Manager
Bonnie Svrcek, Deputy City Manager
Donna Witt, Director, Financial Services
Robin Mamola, Accounting Supervisor, Human Services
Kathy Collins, Accountant, Juvenile Services

Lynchburg Regional Juvenile Detention Center
Special Revenue Fund
Financial Summary
Fourth Quarter: As of June 30, 2014

	FY 2013 Amended Budget	FY 2013 Actual 4 QTR YTD	FY 2013 % of Budget	FY 2014 Amended Budget	FY 2014 Actual 4 QTR YTD	FY 2014 % of Budget
<i>Beginning Funds at July 1</i>						
<i>Revenues:</i>						
Charges for Services	1,796,789	1,652,483	92.0%	1,676,322	1,620,736	96.7%
Intergovernmental- Department of Juvenile Justice Block Grant	1,095,120	1,139,994	104.1%	1,095,120	1,074,463	98.1%
Intergovernmental- USDA	45,000	26,575	59.1%	45,000	37,504	83.3%
Miscellaneous	0	0	0.0%	6,705	32	0.0%
Budget Designations	100,830	0	0.0%	94,137	0	0.0%
<i>Total Revenues</i>	3,037,739	2,819,052	92.8%	2,917,284	2,732,735	93.7%
<i>Expenditures:</i>						
Salaries	1,406,306	1,384,377	98.4%	1,412,955	1,440,301	101.9%
Employee Benefits	642,677	558,593	86.9%	582,715	543,092	93.2%
Contractual Services	38,492	74,754	194.2%	42,267	41,979	99.3%
Internal Services	9,170	8,079	88.1%	11,900	11,153	93.7%
Supplies and Materials	130,170	105,592	81.1%	130,170	90,371	69.4%
Utilities	85,800	80,242	93.5%	85,800	78,907	92.0%
Training and Conferences	3,050	2,901	95.1%	3,050	2,552	83.7%
Telecommunications	4,500	3,518	78.2%	4,500	3,201	71.1%
Postage and Mailing	850	434	51.1%	850	638	75.0%
Indirect Costs	236,450	236,450	100.0%	237,218	237,218	100.0%
Self Insurance	15,752	15,752	100.0%	15,752	15,752	100.0%
Dues and Memberships	500	716	143.2%	500	407	81.4%
Rentals and Leases	2,308	2,205	95.5%	324	2,205	681.2%
Site Improvements	0	16,250	0.0%	0	0	0.0%
Health and Dental Benefits for Retirees	28,144	25,707	91.3%	28,144	26,025	92.5%
Professional Services	6,746	3,710	55.0%	3,975	3,975	100.0%
SpecialUseEquipment	2,000	0	0.0%	2,000	20,468	0.0%
Debt Service	273,198	273,197	100.0%	183,681	183,681	100.0%
USDA Grant	45,000	26,575	59.1%	45,000	30,799	68.4%
Budget Designations	96,626	0	0.0%	116,483	0	0.0%
Contingency	10,000	0	0.0%	10,000	0	0.0%
<i>Total Expenditures</i>	3,037,739	2,819,052	92.8%	2,917,284	2,732,724	93.7%
<i>TOTAL FUND BALANCE</i>	0	0		0	0	
<i>TOTAL ASSIGNED FUND BALANCE Maint./Equipment</i>	100,000	100,000		100,000	100,012	

October 28, 2014

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: Comprehensive Services Act (CSA) Fund Financial Report for the period ending June 30, 2014.

The attached CSA Fund Financial Summary summarizes the financial activity for this Fund through June 30, 2014. 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 (July-June). Because of the State guidelines, expenditures for this fund are unique due to the overlap of grants each fiscal year. Accordingly, this report reflects only the current grant year financial activity for FY 2014.

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 troubled 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 funds to assist in administering the grant, (\$29,730 for FY 2014) are provided by the State each year, and have been received in full. A local match is required for all state funds received. Reimbursements received for expenditures incurred through the fourth quarter of FY 2014 are \$2,947,502 or 83.1% of the budget. State YTD reimbursements are currently under budget, due to some decreases in Foster Care expenditures.

- CSA Contribution – General Fund and Schools

These revenue sources are comprised of the required local match for all State funds received for the Comprehensive Services Act. For FY 2014 the budgeted School contribution is \$196,541 and the year-to-date budgeted General Fund contribution is \$1,250,005. For the fourth quarter of FY 2014, local matching funds for programs in the amount of \$1,238,852 or 99.1% of the budget for the General Fund and \$196,541 or 100% of the budget for Schools have been received.

- Miscellaneous Revenue

These revenues are mainly comprised of recoupments from children's social security payments for expenditures incurred on their behalf. For the fourth quarter of FY 2014, miscellaneous revenues in the amount of \$56,160 or 51.1% of the budget were collected.

EXPENSES

- Administrative expenses

CSA Administrative funds are used for salaries, supplies, and materials. Budgeted funds for FY 2014 are \$62,977. Actual fourth quarter administrative expenditures for FY 2014 were \$60,321 or 95.8% of the budget.

- Mandated – Foster Care

Foster care expenses include funds for residential facilities, day care, maintenance payments to foster parents, enhanced maintenance payments to foster parents and foster care prevention. The Virginia Enhanced Maintenance Assessment Tool (VEMAT) was introduced as the required, state-wide tool to be used when assessing a child's need for additional supervision and support and may require an enhanced maintenance payment for the foster or adoptive parent. In February 2013, all VEMAT rates were automatically reduced statewide. Actual fourth quarter foster care expenditures for FY 2014 were \$2,064,488 or 75.8% of the budget. YTD CSA foster care expenditures are below budget due to decreased VEMAT payments and transferring some of this population to 100% reimbursable IV-E funding.

- Mandated – Special Education

Special Education expenses include services for Special Education students from the Lynchburg City Schools. Actual fourth quarter special education expenditures for FY 2014 were \$1,703,724 or 100.8% of the budget. Based on information received from Lynchburg City Schools, we anticipate these expenses to continue to increase as more students are placed at the Rivermont School because of behavior issues. The goal is to transition students back to their home school as quickly as possible, but that's determined on a case by case basis. There is also an increase in the number of support services for students at the Rivermont School such as speech therapy.

- Non-Mandated Services

Non-mandated expenditures are for services such as counseling, mentoring, crisis intervention, and foster care prevention services. Actual fourth quarter non-mandated expenditures for FY 2014 were \$330,438 or 87.9% of the budget.

- Community Based Services

This category includes services to children while they are living at home, in the home of an extended family, in a regular foster family home, or in an independent living arrangement. Community services may include assessment, crisis stabilization, therapy, or intervention services provided in the child's home. Actual fourth quarter community based expenditures for FY 2014 were \$305,078 or 121.9% of the budget.

SUMMARY

The Comprehensive Services Act Fund creates a collaborative system of services and funding that is child-centered, family-focused, and community-based when addressing the strengths and needs of at-risk youths and their families in the City of Lynchburg

While the number of children currently in foster care fluctuates throughout the year, the overall number of children receiving CSA services has increased for FY 2014. Other factors continue to impact this budget, including referrals from Horizon Behavioral Health Services and the local Court Services Unit. These factors also include an increased number of children receiving more intensive services for longer periods of time, increased vendor rates, an increase in the number of services provided by the vendors, parental agreements, and an increase in special educational services.

The Community Policy and Management Team, in collaboration with the professional community, continues to work hard and is diligent and deliberate in efforts to reduce costs associated with CSA. We continue to work with the professional community to develop services in an effort to reduce cost.

Respectfully submitted,



Tamara T. Rosser
Director of Human Services

c: L. Kimball Payne, III, City Manager
Bonnie Svrcek, Deputy City Manager
Donna Witt, Director of Financial Services
Rhonda Allbeck, Assistant Director of Financial Services
Robin Mamola, Financial Professional IV
Courtney Blankenstein, Financial Professional III

**Comprehensive Services Act
Special Revenue Fund
Financial Summary
June 30, 2014**

	FY 2013	FY 2013	FY 2013	FY 2014	FY 2014	FY 2014
	Amended Budget	Actual 4th QTR YTD	% of Budget	Amended Budget	Actual 4th QTR YTD	% of Budget
<i>Beginning Fund Balance</i>	329,544	329,544		329,544	466,552	
<i>Revenues:</i>						
Public Assistance - Welfare and Administration	3,767,468	3,146,215	83.5%	3,547,071	2,947,502	83.1%
Transfer from Lynchburg City Schools	196,541	196,541	100.0%	196,541	196,541	100.0%
Transfer from General Fund	1,453,852	1,338,852	92.1%	1,250,005	1,238,852	99.1%
Miscellaneous	110,000	51,230	46.6%	110,000	56,160	51.1%
<i>Total Revenues</i>	5,527,861	4,732,838	85.6%	5,103,617	4,439,055	87.0%
<i>Expenses:</i>						
Administrative Expenses	62,283	58,732	94.3%	62,977	60,321	95.8%
Mandated - Foster Care	3,071,764	2,207,023	71.8%	2,723,805	2,064,488	75.8%
Mandated - Special Education	1,673,060	1,732,460	103.6%	1,690,757	1,703,724	100.8%
Non-Mandated Services	375,836	380,865	101.3%	375,836	330,438	87.9%
Community Based	341,242	331,066	97.0%	250,242	305,078	121.9%
<i>Total Expenditures</i>	5,524,185	4,710,146	85.3%	5,103,617	4,464,049	87.5%
<i>ENDING FUND BALANCE</i>	333,220	352,236		329,544	441,558	

October 28, 2014

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: June 30, 2014 Quarterly Financial Report – Water Operating Fund

The attached Water Operating Fund Financial Summary summarizes the financial activity for this fund through June 30, 2014. This quarterly report provides comparative financial information for the same period of the prior fiscal year. Variances between the FY 2014 adopted budget and the Department's actual are described below.

REVENUES

Following the completion of the fourth quarter, overall revenues for FY 2014 were \$128,388 (.94%) more than the FY 2014 budget. Explanations follow:

- **Charges for Services:**

Revenue in this category was \$321,212 (3.03%) over budget. Inside water sales exceeded budget by \$121,688 primarily due to slightly higher water sales to commercial and non-contract industrial customers. \$93,097 is attributable to a July 1, 2013 adjustment to the monthly service charge. A review of all water and sewer accounts, water only accounts and sewer only accounts was made to accurately allocate the Water and Sewer Fund revenue connected to the fixed monthly charge increase. There is a corresponding decrease in the Sewer Fund of approximately the same amount. In addition, water connection fees and water cost plus charges were over budget \$44,654 and \$36,023, respectively.

- **Water Contracts:**

This revenue account reflects billing activity to counties of Amherst, Bedford, and Campbell, and the industries of Rock-Tenn and Frito-Lay. The net revenue from this source was \$189,997 (6.92%) less than budget primarily due to declining consumption in Bedford and Campbell Counties and less than anticipated water use by Rock-Tenn.

- **Interest and Other:**

Interest and other earnings was \$2,827 less than budget due to \$17,278 increase in salvage sales of surplus property, miscellaneous revenue and recording additional amounts due from Federal Emergency Management Agency (FEMA) and Virginia Department of Emergency Management (VDEM) offset by a decrease in interest earnings from investments of \$8,490 and Build America Bonds interest subsidy decrease of \$11,615 due to the signing of federal law for the “Bipartisan Budget Act 2013” in December, 2013.

EXPENSES

Overall expenses for FY 2014 were \$1,037,216 (7.57%) less than the FY 2014 budget. Explanations of this variance follow:

- **Departmental Operation and Maintenance Expenses:**

This category includes the Water Treatment Plant, Meter Operations, Water Line Maintenance and Administration. Expenses in this category were \$800,896 (8.99%) less than the FY 2014 budget (Water Treatment - \$508,255 savings, Meter Operations - \$99,035 savings, Water Line Maintenance - \$89,896 savings, Administration - \$103,710 savings). This variance is broken down as follows:

➤ Personnel Services and Benefits	\$131,164
➤ Chemicals	\$264,898
➤ Communication and Utilities	\$120,400
➤ Contractual Services	\$ 93,518
➤ Supplies and Materials	\$120,578
➤ All Other	\$70,338
Total	\$800,896

The most significant variances were savings related to chemicals and electricity which occur when James River water does not need to be pumped and treated. Due to wet weather conditions our water source for the fiscal year was exclusively on the Pedlar Reservoir. Savings in Personnel Services and Benefits were mostly due to vacancies in Administration. The savings in Supplies and Materials was mostly attributable to less than anticipated water line repairs and fewer replacements of manual read meters with radio read meters. Currently, 76% of all water meters are now radio read. Contractual Services savings were a net result of several factors: 1) New World .Net implementation services that were not fully completed in FY 2014 resulted in a savings of \$101,619; 2) Water plant and water system maintenance and repair costs were less than budget by \$98,015; and 3) Increased costs for line protection services, building maintenance and use of temporary employment agency to cover one vacant administration position of \$120,938.

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

Non-Departmental operation and maintenance was less than budget by \$26,924 (13.28%). This was mostly attributable to savings in non-operating employee benefits of \$50,712 offset by higher than anticipated recording of allowance for doubtful accounts of \$30,449.

- **Capital Outlay and Transfers to Other Funds**

Purchases and transfers in this category were \$110,072 less than budget. This was due to no capital expenses incurred in the operating budget during the fiscal year.

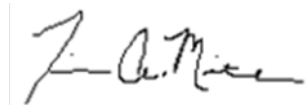
- **Debt Service:**

Expenditures for debt service were \$99,324 (2.69%) under budget mostly due to interest savings for financed projects. Several projects such Midtown Connector, Fifth Street Phase II, and Blue Ridge Farms Phase II anticipated start dates were delayed and/or construction schedules completion dates were deferred.

SUMMARY

This fourth quarter report reflects a stable FY 2014 financial position for this fund. Under the Council adopted financial policies, the two important financial ratios, debt coverage and fund balance were within or above policy targets. The debt coverage ratio for the end of the fiscal year was 1.54 compared to a target of 1.20. The fund balance ratio for the end of the fiscal year was 60% compared to a target range of 25% - 40%.

Respectfully submitted,



Timothy A. Mitchell, P.E.
Director of Utilities

c: L. Kimball Payne, III, City Manager
Bonnie Svrcek, Deputy City Manager
Donna Witt, Director of Financial Services

**WATER OPERATING FUND
FINANCIAL SUMMARY
Quarter Ending June 30, 2014**

	FY 2013 Adopted Budget	FY 2013 Actual Q4 YTD	FY 2013 % of Budget	FY 2014 Adopted Budget	FY 2014 Actual Q4 YTD	FY 2014 % of Budget	FY 2014 \$ Variance Adopted Budget vs. Actual
BEGINNING NET ASSETS	\$30,411,636	\$30,411,636		\$27,631,979	\$27,631,979		
Less: Invested in Capital Assets, net of related debt	(24,458,991)	(\$24,458,991)		(20,961,222)	(20,961,222)		
BEGINNING UNRESTRICTED NET ASSETS	5,952,645	\$5,952,645		\$6,670,757	\$6,670,757		
REVENUES:							
Charges for services	\$10,522,925	\$10,549,104	100%	\$10,599,129	\$10,920,341	103%	\$321,212
Water contracts	2,637,792	2,432,319	92%	2,744,836	\$2,554,839	93%	(189,997)
Interest and other	282,211	347,003	123%	282,211	\$279,384	99%	(2,827)
	\$13,442,928	\$13,328,426		\$13,626,176	\$13,754,564		\$128,388
EXPENSES							
Departmental O&M	\$8,767,983	\$7,859,430	90%	\$8,912,287	8,111,391	91%	\$800,896
Non-departmental O&M	206,496	195,519	95%	202,713	175,789	87%	26,924
Capital Outlay/Purchases	0	11,511	0%	110,072	0	0%	110,072
Transfers - Capital	878,746	878,746	100%	800,000	800,000	100%	0
Debt service	3,658,789	3,616,888	99%	3,685,632	3,586,308	97%	99,324
	\$13,512,014	\$12,562,094		\$13,710,704	\$12,673,488		\$1,037,216
Adjustment for expenses from capital projects		(\$285,010)			(\$99,781)		
ENDING NET ASSETS	\$5,883,559	\$6,433,967		\$6,586,229	\$7,652,052		

KEY RATIOS:

Unrestricted cash target as a % of operating expenses & debt service:	40%
Unrestricted cash as a % of operating expenses & debt service:	60%
Financial Policy targeted debt coverage ratio minimum:	1.20
Ending debt coverage ratio:	1.54

Note (1) Calculation of debt coverage includes \$171,114 of capitalizable costs for internal labor charges applicable to time spent on capital project activities.

October 28, 2014

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: June 30, 2014 Quarterly Financial Report – Sewer Operating Fund

The attached Sewer Operating Fund Financial Summary summarizes the financial activity for this fund through June 30, 2014. This quarterly report provides comparative financial information for the same period of the prior fiscal year. Variances between the FY 2014 adopted budget and the Department's actual are described below.

REVENUES

Following the completion of the fourth quarter, overall revenues for FY 2014 were \$827,084 (4.17%) more than the FY 2014 budget. Explanations follow:

- **Charges for Services:**

Revenue in this category was \$514,195 over budget. Inside sewer sales exceeded budget by \$406,352 primarily due to increase in water consumption to commercial and non-contract industrial customers. Septic hauler charges, connection charges, and cut on charges were \$162,624 higher than anticipated offset by a decrease of \$49,814 for monthly service charges. A review of all water and sewer accounts, water only accounts and sewer only accounts was made to accurately allocate the Water and Sewer Fund revenue connected to the fixed monthly charge increase. There was a corresponding increase in the Water Fund of approximately the same amount.

- **Sewer Contracts:**

Revenue in this category reflects the billing activity in counties of Amherst, Bedford, and Campbell and industries of Rock-Tenn and Frito-Lay. Revenue from this source was \$303,956 (10.42%) more than budget mostly due to counties paying their proportionate share of increased operational and project costs at Regional Wastewater Treatment Plant. In addition Rock-Tenn and Frito-Lay had higher loadings resulting in higher than anticipated surcharges.

- **Interest and Other:**

Revenue in this category was \$8,933 (4.08%) over budget due to \$21,582 increase in salvage sales of surplus property, miscellaneous revenue and recording amounts due from Federal Emergency (FEMA) and Virginia Department of Emergency Management (VDEM) offset by \$12,649 from lower interest earnings from investments, less than anticipated collection fees, and Build America Bonds interest subsidy decrease due to signing of federal law for "Bipartisan Budget Act 2013" in December 2013.

EXPENSES

Overall expenses for FY 2014 were \$488,291 (2.40%) less than FY 2014 budget. Explanations of this variance follow:

- **Departmental Operation and Maintenance Expenses:**

This category includes the Wastewater Treatment Plant and Sewer Line Maintenance. Expenses in this category were \$293,302 (3.23%) less than the FY 2014 budget (Wastewater Treatment - \$187,561 savings and Sewer Line Maintenance - \$105,741 savings). This variance is broken down as follows.

➤ Personnel Services and Benefits	\$88,332
➤ Chemicals	\$31,610
➤ Communication and Utilities	(\$35,508)
➤ Sludge Disposal	\$41,583
➤ Contractual Services	(\$105,174)
➤ Supplies and Materials	\$8,780
➤ All Other	\$263,679
Total	\$293,302

The most significant savings was in the All Other category. A savings of \$163,508 for charges from Internal Services was mostly attributable to less than anticipated capital charges used for vehicle and equipment replacements. An additional \$45,362 of savings in the All Other category was for decreased need for engineering services for capital projects. Increases in Contractual Services were a net result of several factors: 1) \$77,697 increased costs for line protection services; 2) Less than expected tonnage of sludge accepted at the Region 2000 Landfill which thus increased our costs of using contracted haulers by \$77,264 to haul and dispose of the sludge at the Maplewood Landfill in Amelia County; and 3) Sewer system repairs savings of \$43,163. The savings in Personnel Services and Benefits were mostly due to vacancies at the Wastewater Treatment Plant.

- **Non-Departmental Operational and Maintenance Expenses:**

Non-Departmental expenses were \$28,378 (14.18%) less than budget. This was mostly attributable to savings in non-operating employee benefits of \$76,467 offset by higher than anticipated recording of allowance for doubtful accounts of \$47,620.

- **Capital Outlay and Transfers to Other Funds**

Purchases and transfers in this category were \$175,209 less than budget due to no capital expenses incurred during the fiscal year.

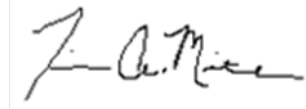
- **Debt/LOC Service Payments**

Expenditures for Debt Service and LOC Service payments were \$8,598 more than budget mostly due to the initial debt issuance costs associated with the issuance of General Obligation Improvement Bonds, Series 2014.

SUMMARY

This fourth quarter report reflects a stable FY 2014 financial position for this fund. Under the Council adopted financial policies, the two important financial ratios, debt coverage and fund balance, were within or above policy targets. The debt coverage ratio for the end of the fiscal year was 1.36 compared to a target range of 1.20 to 1.50. The fund balance ratio for the end of the fiscal year was 32% compared to a target range 15 to 25%.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "T. A. Mitchell", is enclosed within a thin black rectangular border.

Timothy A. Mitchell, P.E.
Director of Utilities

c: L. Kimball Payne, III, City Manager
Bonnie Svrcek, Deputy City Manager
Donna Witt, Director of Financial Services

**SEWER OPERATING FUND
FINANCIAL SUMMARY
Quarter Ending June 30, 2014**

	FY 2013 Adopted Budget	FY 2013 Actual Q4 YTD	FY 2013 % of Budget	FY 2014 Adopted Budget	FY 2014 Actual Q4 YTD	FY 2014 % of Budget	FY 2014 \$ Variance Adopted Budget vs. Actual
BEGINNING NET ASSETS (1)	\$91,763,517	\$91,763,517		\$118,680,799	\$118,680,799		
Less: Invested in Capital Assets, net of related debt	(81,440,531)	(81,440,531)		(107,598,364)	(107,598,364)		
BEGINNING UNRESTRICTED NET ASSETS	\$10,322,986	\$10,322,986		\$11,082,435	\$11,082,435		
REVENUES:							
Charges for services	\$16,314,331	\$16,573,162	102%	\$16,721,214	\$17,235,409	103%	\$514,195
Sewer contracts	3,053,114	2,908,369	95%	2,916,305	3,220,261	110%	303,956
Interest and other	80,421	238,250	296%	218,687	227,620	104%	8,933
	\$19,447,866	\$19,719,781		\$19,856,206	\$20,683,290		\$827,084
EXPENSES:							
Departmental O&M	\$9,112,800	\$8,400,183	92%	\$9,087,931	\$8,794,629	97%	\$293,302
Non-departmental O&M	346,454	156,065	45%	200,062	171,684	86%	28,378
Equipment Purchases	60,000	0	0%	175,209	0	0%	175,209
Transfers - Capital	1,500,000	1,500,000	100%	2,250,000	2,250,000	100%	0
Debt service	8,451,416	8,411,692	100%	8,616,567	8,625,165	100%	(8,598)
	\$19,470,670	\$18,467,940		\$20,329,769	\$19,841,478		\$488,291
Adjustment for expenses from capital projects		(\$14,784)			(\$134,024)		
ENDING NET ASSETS	\$10,300,182	\$11,560,043		\$10,608,872	\$11,790,223		

KEY RATIOS:

Unrestricted cash target as a % of operating expenses & debt service:	25%
Unrestricted cash as a % of operating expenses & debt service:	32%
Financial Policy targeted debt coverage minimum:	1.20
Ending debt coverage:	1.36 (1)

Note (1) Calculation of debt coverage includes \$159,026 of capitalizable costs for internal labor charges applicable to time spent on capital project activities.

October 28, 2014

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: June 30, 2014 Quarterly Financial Report – Stormwater Operating Fund

The attached Stormwater Operating Fund Financial Summary summarizes the financial activity for this fund through June 30, 2014. This quarterly report provides comparative financial information for the same period of the prior fiscal year. Variances between the FY 2014 adopted budget and the Department's actual are described below.

REVENUES

Following the completion of the fourth quarter, the overall revenues for FY 2014 were \$7,455 (.20%) less than the FY 2014 budget. Explanations follow:

- **Charges for Services:**

Revenue in this category reflects billing activity for all known impervious areas and delinquent charges on past due accounts. Charges for services were \$7,455 (.24%) less than budget primarily due to a discovery of one state institution that had its own municipal septic storm sewer systems (MS4) permit that was billed monthly from July 1, 2012 (which is the inception of Stormwater Fund) to April 30, 2014.

- **Transfers, Interest and Other**

The transfers from the General Fund, interest and other revenues were equal to budget.

EXPENSES

Overall expenses for FY 2014 were \$523,358 (11.39%) less than budget. A breakdown and explanations of this variance follows:

- **Departmental Operation and Maintenance Expenses:**

Departmental Operation and Maintenance expenses were \$481,877 (15.81%) less than budget. Explanations of this variance as follows:

➤ Personnel Services and Benefits	\$44,624
➤ Internal Service Charges and Fuel	(\$23,529)
➤ Supplies, Materials and All Other	(\$46,610)
➤ Contractual Services	\$98,097
➤ Public Works and Community Development	<u>\$409,295</u>
TOTAL	\$481,877

The most significant savings was for Public Works and Community Development mostly due to less than anticipated engineering services, contractor drainage work, and ditch cleaning. Additional savings is from Personnel Services and Benefits mostly due to one full time IT person reduced to part time. Significant stormwater infrastructure issues were identified resulting in supplies and materials exceeding its budget. The increased expenses for Internal Service Charges and Fuel were mostly attributable to higher than expected repair costs to a 2011 Vac-con Truck.

- **Non-Departmental Operational and Maintenance Expenses:**

Non-departmental expenses incurred a savings of \$41,481 (57.69%) that was primarily due to a budgeted collection rate of 98% compared to an actual collection rate of nearly 99%.

- **Debt/LOC Service Payments**

Currently, there is no debt for the Stormwater Fund.

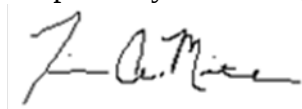
- **Capital Outlay and Transfers to Other Funds**

Purchases and transfers were equal to budget.

SUMMARY

This fourth quarter report reflects a stable FY 2014 financial position for the fund at this time. The fund balance ratio for the end of the fiscal year was 33%.

Respectfully submitted,



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

c: L. Kimball Payne, III, City Manager
Bonnie Svrcek, Deputy City Manager
Donna Witt, Director of Financial Services

STORMWATER OPERATING FUND
FINANCIAL SUMMARY
Quarter Ending June 30, 2014

	FY 2013 Adopted Budget	FY 2013 Actual Q4 YTD	FY 2013 % of Budget	FY 2014 Adopted Budget	FY 2014 Actual Q4 YTD	FY 2014 % of Budget	FY 2014 \$ Variance Adopted Budget vs. Actual
BEGINNING NET ASSETS	\$0	\$0		\$1,607,940	\$1,607,940		
Less: Invested in Capital Assets, net of related debt	0	0		0	0		
BEGINNING UNRESTRICTED NET ASSETS	\$0	\$0		\$1,607,940	\$1,607,940		
REVENUES:							
Charges for services	\$2,737,000	\$3,355,266	123%	\$3,132,000	\$3,124,545	100%	(\$7,455)
Interest and other	0	1		0	0		0
Transfers	650,000	650,000	100%	650,000	650,000	100%	0
	\$3,387,000	\$4,005,267		\$3,782,000	3,774,545		(\$7,455)
EXPENSES:							
Departmental O&M	\$2,702,784	\$2,088,480	77%	\$3,047,172	\$2,565,295	84%	\$481,877
Non-departmental O&M	136,800	8,847	6%	71,900	30,419	42%	41,481
Equipment Purchases	0	0		0	0		0
Transfers - Capital	300,000	300,000	100%	1,350,000	1,350,000	100%	0
Transfers - Sewer Operating	0	0		126,734	126,734	0%	0
Debt service	0	0		0	0		0
	\$3,139,584	\$2,397,327		\$4,595,806	\$4,072,448		\$523,358
Adjustment for expenses from capital projects		\$0			\$0		
ENDING NET ASSETS	\$247,416	\$1,607,940		\$794,134	\$1,310,037		

KEY RATIOS:

Projected unrestricted cash as a % of operating expenses at year end 33%

October 28, 2014

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: June 30, 2014 Quarterly Report - General Fund

Attached is the Financial Summary for the General Fund (Fund) for the period ending June 30, 2014. This quarterly report provides comparative information for the same period of the prior fiscal year and represents FY 2014 financial postings. This report is preliminary pending completion of the annual audit.

- **FUND BALANCE**

The General Fund ended FY 2014 with an Unassigned Fund balance of \$33.8 million. The City's Fund Balance Policy for General Fund requires maintaining an Unassigned Fund Balance equal to a targeted goal of 10% of General Fund revenues. The City ended with a projected Fund Balance ratio of 19.6%. According to the Fund Balance policy, Fund Balance in excess of 10% will be dedicated to one-time expenditures.

- **COMMITTED AND ASSIGNED BALANCE**

The General Fund ended FY 2014 with Committed and Assigned Fund balances of \$10,044,871 and \$5,029,549, respectively.

- **REVENUES**

Revenues were \$5.8 million (3.5%) more than the amended budget. City staff continually monitors the major revenue categories, revising estimates as needed.

NON-DEDICATED REVENUES

- **Real Property Tax:**

Real Estate Tax revenue for FY 2014 was 0.4%, or \$189,706, more than the amended budget per the actual Tax Levy posted in October, net of allowances and Tax Relief credits.

- Personal Property Tax:

Personal Property Tax revenue for FY 2014 was 4.3%, or \$678,231, greater than the amended budget due to an increase in new car sales.

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 2004, the Virginia General Assembly capped the amount reimbursed to localities at \$950 million. During FY 2014 the City received the total reimbursement of \$5,543,584.

- Consumer Utility Taxes:

Consumer Utility Tax revenue for FY 2014 was 7.1%, or \$296,891, greater than the amended budget. This revenue is based on user consumption.

- Communications Sales and Use Tax:

Communications Sales and Use Tax revenue for FY 2014 was 1.4%, or \$49,887, less than the amended budget. This revenue continues to decline due to fewer land lines and the lower cost of cellular service.

- Local Sales Tax:

Local Sales Tax revenue for FY 2014 was 3.0%, or \$401,319, greater than the amended budget due to continued economic recovery (albeit slow), new businesses, and an increase in the cost of goods.

- Business License Tax:

Business License Tax revenue for FY 2014 was 11.6%, or \$837,869, greater than the amended budget due in part to the success of the new Fresh Market Complex.

- Meals Tax:

Meals Tax revenue for FY 2014 was 7.5%, or \$881,743, greater than the amended budget due to continued economic recovery, new businesses, and an increase in the cost of prepared meals.

- Delinquent Taxes/Penalties:

Delinquent Taxes/Penalties revenue for FY 2014 was 39.8%, or \$1,184,103, greater than the amended budget. These collections were predominately Real Estate and Personal Property Taxes. This excess is a reflection of the continued efforts of Billings and Collections in utilizing all legal methods for collecting debt.

- Other Local Taxes:

Other Local Tax revenue for FY 2014 was 6.0%, or \$155,874, greater than the amended budget. The increase was mainly for Right of Way Tax (\$13k), Recordation Tax (\$69k), Tobacco Tax (\$25k) and Amusement Tax (\$37k).

- Motor Vehicle License Tax:

Motor Vehicle License Tax revenue for FY 2014 was 6.1%, or \$85,788, more than the amended budget. This increase reflects the increase in new car sales.

- Bank Stock Tax:

Bank Stock Tax revenue for FY 2014 was 18.4%, or \$119,284, greater than the amended budget. This tax is based on the percentage of deposits within the City of Lynchburg compared to the whole State of Virginia. In FY 2015 a refund of \$73,712, for a three year period, is included in the First Quarter Adjustments Report due to one bank erroneously reporting deposit information.

- Lodging Tax:

Lodging Tax revenue for FY 2014 was 25.0%, or \$425,145, more than the amended budget. Several factors attributed to an increase in heads in beds including the continued growth of Liberty University, the train derailment, and additional local events.

- Permits, Fees, and Licenses:

Permits, Fees, and Licenses revenue for FY 2014 was 36.3%, or \$284,370, more than the amended budget. The majority of this increase is from Inspection Permits and Building Plan Review Fees associated with new construction and/or renovations (\$220k). There were also increases in False Alarm Fees (\$24k), Rezoning Fees (\$7k), Permit Parking Fees (\$21k), and Concealed Weapons Fees (\$8k).

- Fines and Forfeitures:

Fines and forfeitures revenue for FY 2014 was 7.4%, or \$43,485, greater than the amended budget. This increase is attributed to additional Court Fines and Forfeitures (\$62k) offset by Criminal Court Fees (-\$17k) and Parking Fines (-\$2k) not meeting budget projections.

- Interest on Investments:

Interest on Investments revenue for FY 2014 was 84.5%, or \$102,050, greater than the amended budget. Due to the volatility of the market, City staff budgets revenue from investments very conservatively.

- Charges for Services:

Charges for Services revenue for FY 2014 were 0.8%, or \$49,843, greater than the amended budget. The additional revenue is predominately from Ambulance Fees (\$319k) due to additional calls, Police Off-Duty Fees (\$214k) due to additional services provided as well as payment in FY 2014 for services rendered in FY 2013, Department of Motor Vehicles (DMV) Fees (\$38k) due to additional use of the DMV Select in City Hall, and Lien Fees (\$16k). These increases are offset by Public Works Stormwater Fees (-\$410k) and Trash Decal/Tags/Bags Fees (-\$125k). Staff corrected the budget projections for Stormwater Fees in the FY 2015 Adopted Budget. Trash related revenue is expected to rebound in FY 2015 with the new bag system fully implemented.

- Miscellaneous Revenue:

Miscellaneous Revenue for FY 2014 was 148.3%, or \$340,263, greater than the amended budget, the majority of which came from the sale of real property (\$250k), reimbursement from CSX associated with the train derailment (\$50k), and ticket sales from the USA Softball event (\$46k). Some smaller revenues not meeting budget projections offset this additional revenue.

DEDICATED REVENUES

Dedicated revenues were slightly ahead of the FY 2014 amended budget by 0.5%. This demonstrates efficiency on the part of City staff and various governmental agencies in submitting payment or reimbursement to the City.

EXPENDITURES

- Operating Expenditures:

Total operating expenditures for FY 2014 were 95.7% of amended budget, compared to 98.1% for FY 2013. The actual operating expenditures in FY 2014 were 4.3%, or \$4,803,156, less than the amended budget. The decrease is primarily attributable to departments closely monitoring their spending.

- Debt Service:

Debt service expenditures are consistent with the budget. The payment schedule is based on a preset schedule and is not evenly disbursed over twelve months.

- Transfers:

Transfers of \$1,087,141 to other funds for FY 2014 were 0.1% greater than the amended budget. Transfers of \$9,734,151 to capital funds for FY 2014 were consistent with the budget.

SUMMARY

This report represents FY 2014 activity. The revenues and expenditures were adjusted in the 3rd Quarter process accordingly. The financial position of the General Fund remains stable. Staff recognizes that the gap between revenues and expenditures needs constant monitoring, and will continue to advise City Council of major developments through continued quarterly reports.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "D - S. Witt".

Donna S. Witt
Director of Financial Services

c: L. Kimball Payne, III, City Manager
Bonnie Svrcek, Deputy City Manager
Rhonda Allbeck, Assistant Director of Financial Services

GENERAL FUND
FINANCIAL SUMMARY
As of June 30, 2014

	FY 2013 Adopted Budget	FY 2013 Amended Budget	FY 2013 Actual 4th Qtr As of 6/30/13	FY 2013 % of Budget	FY 2014 Adopted Budget	FY 2014 Amended Budget	FY 2014 Actual 4th Qtr As of 6/30/14	FY 2014 % of Budget	FY 2014 Amnd Budget vs. Actual
BEGINNING BALANCE UNASSIGNED	\$ 20,199,396	\$ 28,835,658	\$ 28,835,658		\$ 22,744,259	\$ 22,744,259	\$ 31,673,717		
REVENUES:									
Non-Dedicated Revenues									
Real Property	52,998,701	52,998,701	52,582,357	99.2%	52,518,784	52,518,784	52,708,490	100.4%	189,706
Personal Property -Local	15,251,500	15,251,500	15,821,976	103.7%	15,805,000	15,805,000	16,483,231	104.3%	678,231
Public Service Corp	2,145,000	2,145,000	2,333,580	108.8%	2,330,000	2,330,000	2,313,392	99.3%	(16,608)
Consumer Utility Taxes	4,364,582	4,364,582	4,384,265	100.5%	4,185,000	4,185,000	4,481,891	107.1%	296,891
Communication Sales and Use Taxes	3,530,000	3,530,000	3,471,805	98.4%	3,462,621	3,462,621	3,412,734	98.6%	(49,887)
Local Sales Tax	13,284,506	13,284,506	13,589,747	102.3%	13,440,973	13,440,973	13,842,292	103.0%	401,319
Business License	7,000,000	7,000,000	7,463,878	106.6%	7,199,604	7,199,604	8,037,473	111.6%	837,869
Meals Tax	10,830,000	10,830,000	11,874,579	109.6%	11,785,000	11,785,000	12,666,743	107.5%	881,743
Delinquent Taxes/Penalties	2,763,500	2,763,500	3,933,573	142.3%	2,978,500	2,978,500	4,162,603	139.8%	1,184,103
Other Local Taxes	2,503,500	2,503,500	2,826,222	112.9%	2,578,947	2,578,947	2,734,821	106.0%	155,874
Motor Vehicle License	1,413,142	1,413,142	1,464,608	103.6%	1,413,142	1,413,142	1,498,930	106.1%	85,788
Bank Stock Tax	500,000	500,000	722,734	144.5%	650,000	650,000	769,284	118.4%	119,284
Lodging Tax	1,700,000	1,700,000	1,967,393	115.7%	1,700,000	1,700,000	2,125,145	125.0%	425,145
Permit, Fees & Licenses	631,700	631,700	991,098	156.9%	783,900	783,900	1,068,270	136.3%	284,370
Fines and Forfeitures	566,000	566,000	726,438	128.3%	591,000	591,000	634,485	107.4%	43,485
Interest on Investments	236,502	236,502	64,922	27.5%	120,762	120,762	222,812	184.5%	102,050
Use of Property	372,064	372,064	352,918	94.9%	361,064	361,064	405,924	112.4%	44,860
Charges for Services	5,501,448	5,501,448	5,847,627	106.3%	6,226,657	6,226,657	6,276,500	100.8%	49,843
Misc. Revenue	264,400	390,891	505,345	129.3%	229,500	229,500	569,763	248.3%	340,263
Revenue from Lynchburg City Schools	29,284	29,284	29,284	100.0%	-	-	-	-	-
Intergovernmental Revenues									
Personal Property -State	5,543,584	5,543,584	5,543,584	100.0%	5,543,584	5,543,584	5,543,584	100.0%	-
Other	505,000	505,000	509,020	100.8%	505,000	505,000	696,849	138.0%	191,849
Total Non-Dedicated Revenues	131,934,413	132,060,904	137,006,953	103.7%	134,409,038	134,409,038	140,655,216	104.6%	\$ 6,246,178
Dedicated Revenues									
Local									
Indirect Costs and Services from Enterprise Funds	1,745,299	1,745,299	1,760,299	100.9%	1,992,237	1,992,237	1,992,237	100.0%	-
Other	1,325,057	1,325,057	1,539,144	116.2%	1,224,196	1,224,196	1,580,321	129.1%	356,125
Intergovernmental Revenues									
Constitutional Officers	2,931,739	2,972,494	2,626,256	88.4%	2,975,787	3,037,337	3,034,618	99.9%	(2,719)
Human Services	12,644,822	14,952,168	14,917,538	99.8%	14,277,317	15,290,317	15,005,186	98.1%	(285,131)
House Bill 599	2,930,790	2,930,790	2,930,790	100.0%	2,930,790	2,930,790	2,930,792	100.0%	2
Aid to the Commonwealth of Virginia	(535,000)	(535,000)	-	0.0%	-	-	-	-	-
Highway Maintenance	7,105,229	7,105,229	7,097,905	99.9%	7,192,968	7,192,968	7,179,012	99.8%	(13,956)
Other	706,135	841,737	968,798	115.1%	705,326	705,326	799,231	113.3%	93,905
Total Intergovernmental Revenues	25,783,715	28,267,418	28,541,287	101.0%	28,082,188	29,156,738	28,948,839	99.3%	(207,899)
Interfund Transfers	-	18,524	18,524	100.0%	-	4,761	4,761	-	-
Total Dedicated Revenues	28,854,071	31,356,298	31,859,254	101.6%	31,298,621	32,377,932	32,526,158	100.5%	\$ 148,226
Other Financing Sources									
Proceeds from Bonds for Issuance Costs	-	4,129,625	4,129,625		-	626,308	57,468		(\$568,840)
Total Revenues	\$ 160,788,484	\$ 167,546,827	\$ 172,995,832	103.3%	\$ 165,707,659	\$ 167,413,278	\$ 173,238,842	103.5%	\$ 5,825,564
Use of Fund Balance & Reserves									
Unclassify FY13 fund balance							1,113,041		
FY13 Close Comm to Conting			846,454				760,641		
FY14 Budget reserves							992,570		
7/9/13 Council #8							1,185,000		
9/24/13 Council #2							33,113		
9/24/13 Council #2							(500,000)		
10/23/13 \$10M GO Bond							377,229		
11/26/13 Council #2							246,724		
Rmve Assignments			750,000				34,498		
Rtn Fund Bal							507,487		
Landfill closure							1,863,653		
12/19/12 GO Refunding			42,000						
3/12/13 Council #7			182,250						
2/26/13 Council #11			16,727				88,192		
2/26/13 RetSchFnds			1,124,825						
5/28/13 Council #5			17,441						
6/25/13 Council #9			139,036						
Corr Law Library reserves							15,116		
1/14/14 Council #8							589,731		
4/22/14 Council #2							62,130		
10/9/12 Council #2			3,480,000						
FY13 Carry Forward							50,000		
FY14 3rd qtr adj							10,000		
FY12 Carry Forward			453,271						
Recreation Programs			89,957						
Solid Waste Debt			355,830						
Remove designations			865,226						
Total Fund Balance, Revenues and Use of Fund Bal.	\$ 180,987,880	\$ 196,382,485	\$ 210,194,507		\$ 188,451,918	\$ 190,157,537	\$ 212,341,684		

GENERAL FUND
FINANCIAL SUMMARY
As of June 30, 2014

	FY 2013 Adopted Budget	FY 2013 Amended Budget	FY 2013 Actual 4th Qtr 6/30/13	FY 2013 % of Budget	FY 2014 Adopted Budget	FY 2014 Amended Budget	FY 2014 Actual 4th Qtr 6/30/14	FY 2014 % of Budget	FY 2014 Amnd Budget vs. Actual
BALANCE FORWARD									
Total Fund Balance, Revenues and Use of Fund Bal.	\$ 180,987,880	\$ 196,382,485	\$ 210,194,507		\$ 188,451,918	\$ 190,157,537	\$ 212,341,684		
EXPENDITURES									
Operating Expenditures - Departmental									
General Government									
Communications/Marketing	393,841	393,841	379,526	96.4%	434,163	446,274	367,629	82.4%	(78,645)
Customer Service Center	128,849	128,849	110,456	85.7%	116,065	118,834	110,863	93.3%	(7,971)
Local Government Channel	154,196	154,196	147,758	95.8%	204,814	209,848	209,453	99.8%	(395)
Council/Manager	838,589	839,289	837,857	99.8%	839,915	859,257	846,451	98.5%	(12,806)
Parking Management	331,739	325,558	371,431	114.1%	354,575	367,990	314,303	85.4%	(53,687)
Tourism	-	-	-	0.0%	-	-	192,122	0.0%	192,122
Visitor Center	-	-	-	0.0%	-	-	68,615	0.0%	68,615
City Attorney	627,712	627,712	623,789	99.4%	634,939	651,504	639,555	98.2%	(11,949)
Self-Insurance (Risk Management)	555,681	555,681	555,524	100.0%	505,356	505,356	505,356	100.0%	-
State Treasurer	147,833	147,833	142,518	96.4%	148,249	150,677	146,921	97.5%	(3,756)
Comm of Revenue	703,238	844,005	796,298	94.3%	684,508	697,749	648,933	93.0%	(48,816)
City Assessor	740,465	741,069	684,893	92.4%	705,823	739,145	711,796	96.3%	(27,349)
Director of Finance	545,980	558,072	552,888	99.1%	636,969	653,122	646,008	98.9%	(7,114)
Billings & Collections	1,312,194	1,311,387	1,253,382	95.6%	1,257,745	1,290,297	1,222,024	94.7%	(68,273)
Procurement	211,263	210,842	209,089	99.2%	269,792	278,051	286,564	103.1%	8,513
Accounting	800,073	796,657	785,386	98.6%	815,216	834,869	820,518	98.3%	(14,351)
Budget	160,715	160,715	158,271	98.5%	159,090	163,461	161,033	98.5%	(2,428)
Human Services - Finance	411,717	411,717	331,975	80.6%	330,031	338,826	334,974	98.9%	(3,852)
Human Resources	725,782	734,637	666,245	90.7%	691,129	714,814	674,243	94.3%	(40,571)
Occumational Health Services	129,493	135,390	144,480	106.7%	121,174	120,920	100,596	83.2%	(20,324)
Health Management Program	-	-	-	0.0%	-	-	-	0.0%	-
Application Services	1,233,231	1,233,231	1,212,109	98.3%	1,140,227	1,183,222	1,156,159	97.7%	(27,063)
Network Services	1,339,431	1,339,431	1,327,886	99.1%	1,336,261	1,369,095	1,324,634	96.8%	(44,461)
IT Administration	447,803	447,288	432,949	96.8%	455,949	467,512	426,761	91.3%	(40,751)
PC Replacements	-	-	-	0.0%	-	-	-	0.0%	-
IT Projects	-	-	-	0.0%	-	-	-	0.0%	-
GIS	257,645	257,645	247,104	95.9%	267,015	272,558	257,523	94.5%	(15,035)
Registrar	156,887	158,631	157,615	99.4%	161,845	163,903	160,745	98.1%	(3,158)
Electoral Board	57,282	74,122	69,841	94.2%	58,257	64,275	63,792	99.2%	(483)
Judicial									
Circuit Court - Judge	161,575	160,605	152,436	94.9%	162,092	133,585	88,830	66.5%	(44,755)
General District Court	62,550	62,550	70,427	112.6%	62,550	79,129	65,566	82.9%	(13,563)
Juvenile & Domestic District Court	15,409	15,594	13,295	85.3%	15,409	11,702	12,088	103.3%	386
24th Court Services Unit	1,632	1,632	337	20.6%	1,632	1,632	1,114	68.3%	(518)
Commonwealth Attorney	1,460,014	1,413,215	1,390,269	98.4%	1,406,739	1,477,915	1,453,550	98.4%	(24,365)
Comm Atty Fines & Fees Coll	-	65,973	60,244		64,827	64,827	58,644	90.5%	(6,183)
Magistrates Office	4,093	4,051	2,937	72.5%	4,193	5,299	2,182	41.2%	(3,117)
Circuit Court - Clerk	795,978	836,733	795,074	95.0%	798,229	808,976	785,865	97.1%	(23,111)
Sheriff	2,083,804	2,091,644	2,078,604	99.4%	2,133,193	2,161,838	2,119,209	98.0%	(42,629)
Public Safety									
Police Operations	14,725,712	15,075,327	15,157,824	100.5%	14,960,872	15,164,359	15,112,714	99.7%	(51,645)
Animal Warden	300,979	298,032	244,637	82.1%	278,208	293,055	233,326	79.6%	(59,729)
Emergency Communications	2,602,812	3,007,984	2,905,075	96.6%	2,401,588	2,495,918	2,375,132	95.2%	(120,786)
Range Operations	15,000	15,569	15,586	0.0%	15,000	16,742	13,478	80.5%	(3,264)
Off Duty Employment	-	-	412,895	0.0%	525,000	525,000	693,687	0.0%	168,687
Fire Operations and EMS	14,853,175	15,262,092	15,019,887	98.4%	15,010,712	15,185,726	14,782,638	97.3%	(403,088)
TRT-Pier	82,500	146,677	127,019	86.6%	82,500	92,500	52,926	57.2%	(39,574)
Public Works									
Public Works Administration	696,752	696,752	724,150	0.0%	703,582	714,239	682,474	95.6%	(31,765)
Engineering	3,351,569	3,438,860	3,505,465	100.0%	3,262,738	3,355,810	3,248,109	96.8%	(107,701)
Street Maintenance	3,285,782	3,897,643	3,470,789	89.0%	3,191,810	3,250,290	2,824,955	86.9%	(425,335)
Snow Removal	240,695	244,998	205,948	84.1%	187,975	227,606	260,880	114.6%	33,274
Refuse Collection	2,528,706	2,537,975	2,737,694	107.9%	2,269,620	2,412,528	2,643,926	109.6%	231,398
Parks/Grounds Maintenance	2,507,217	2,561,530	2,529,152	98.7%	2,469,597	2,516,302	2,510,861	99.8%	(5,441)
Baseball Stadium Maintenance	127,378	121,644	130,525	107.3%	93,063	97,773	102,524	104.9%	4,751
Building Maintenance	3,182,712	3,174,173	3,599,134	113.4%	3,148,263	3,202,866	3,509,021	109.6%	306,155
Human Services Maintenance	234,131	242,384	198,152	81.8%	208,383	206,662	241,071	116.6%	34,409
Subtotal Est. Operating Expenditures - Departmental	\$ 65,731,814	\$ 67,961,435	\$ 67,746,825	99.7%	\$ 65,786,882	\$ 67,163,838	\$ 66,272,341	98.7%	\$ (891,497)

GENERAL FUND
FINANCIAL SUMMARY
As of June 30, 2014

	FY 2013 Adopted Budget	FY 2013 Amended Budget	FY 2013 Actual 4th Qtr 6/30/13	FY 2013 % of Budget	FY 2014 Adopted Budget	FY 2014 Amended Budget	FY 2014 Actual 4th Qtr 6/30/14	FY 2014 % of Budget	FY 2014 Amnd Budget vs. Actual
Subtotal Est Operating Expenditures Departmental	\$ 65,731,814	\$ 67,961,435	\$ 67,746,825		\$ 65,786,882	\$ 67,163,838	\$ 66,272,341		
Continued Operating Expenditures Departmental:									
Health and Welfare									
Human Services Administration	-	-	-	0.0%	-	-	-	0.0%	-
Delta Outreach (Counties)	-	-	-	0.0%	-	-	-	0.0%	-
Social Services Administration	6,535,154	6,518,656	6,043,001	92.7%	6,563,694	6,901,780	6,581,052	95.4%	(320,728)
Public Assistance	6,075,506	7,961,351	7,911,485	99.4%	7,511,743	8,534,893	7,988,870	93.6%	(546,023)
Juvenile Services Administration	457,080	457,080	368,142	80.5%	335,382	344,257	179,972	0.0%	(164,285)
Regional Detention Home	808,117	808,117	358,898	44.4%	767,768	767,768	439,373	57.2%	(328,395)
Opportunity House	645,650	645,042	628,207	97.4%	642,628	652,689	580,057	88.9%	(72,632)
Single Point of Entry (Crossroads House)	-	-	-	0.0%	-	-	-	0.0%	-
SPARC House	601,953	599,758	587,911	98.0%	594,169	607,269	604,225	99.5%	(3,044)
CSA Service Providers	1,521,294	1,521,294	1,477,416	97.1%	1,384,844	1,386,085	1,390,961	100.4%	4,876
Day Services	-	-	-	0.0%	-	-	-	0.0%	-
Lynchburg Outreach Program	278,626	277,232	237,536	85.7%	276,383	281,955	183,381	65.0%	(98,574)
ARRA-SS Prog	-	-	-	0.0%	-	-	-	0.0%	-
Parks Recreation and Cultural									
Parks and Recreation	3,047,903	3,082,962	2,827,430	91.7%	3,045,382	3,340,521	2,885,133	86.4%	(455,388)
Public Library	1,541,276	1,540,520	1,497,192	97.2%	1,464,212	1,515,197	1,410,148	93.1%	(105,049)
Law Library	28,770	28,770	20,066	69.7%	33,770	33,770	22,650	67.1%	(11,120)
Museums	438,441	455,352	412,175	90.5%	432,037	446,567	413,537	92.6%	(33,030)
Point of Honor/Carriage House	-	-	-	0.0%	-	-	-	0.0%	-
Community Development									
Director	340,095	340,095	319,698	94.0%	347,905	358,202	310,623	86.7%	(47,579)
Planning	313,526	369,096	318,607	86.3%	305,378	379,392	377,773	99.6%	(1,619)
Inspections	806,121	819,871	734,277	89.6%	774,675	822,424	772,160	93.9%	(50,264)
Engineering	-	-	-	0.0%	-	-	-	0.0%	-
Zoning	154,710	154,710	149,338	96.5%	154,652	158,779	151,947	95.7%	(6,832)
Economic Development	345,286	400,697	390,090	97.4%	316,389	476,291	430,512	90.4%	(45,779)
Operating Expenditures Non-Departmental:	15,959,840	15,647,642	15,435,366	98.6%	16,660,561	18,668,368	17,042,174	91.3%	(1,626,194)
Total Est. Operating Expenditures	105,631,162	109,589,680	107,463,660	98.1%	107,398,454	112,840,045	108,036,889	95.7%	(4,803,156)
TRANSFERS TO OTHER FUNDS									
Airport Fund	382,862	336,330	336,330	100.0%	289,061	218,809	218,809	100.0%	-
City/Federal state Aid Fund	11,720	91,882	89,042	96.9%	41,720	174,842	176,208	100.8%	1,366
CFSA - 8592	-	47,414	47,414	100.0%	-	-	-	-	-
Fleet Debt Service	-	-	-	0.0%	-	33,306	33,306	0.0%	-
Fleet - Vehicle Replacement	-	-	-	0.0%	-	-	-	0.0%	-
Stormwater	-	-	-	0.0%	-	-	-	0.0%	-
Sewer	-	-	-	0.0%	-	-	-	0.0%	-
Stadium Fund - Debt/Operating Expenses	-	-	-	0.0%	-	-	-	0.0%	-
Technology Fund	623,575	678,597	678,597	100.0%	625,705	658,818	658,818	100.0%	-
Total Transfers to Other Funds	1,018,157	1,154,223	1,151,383	99.8%	956,486	1,085,775	1,087,141	100.1%	1,366
SCHOOLS - OPERATIONS	35,601,147	35,750,972	35,243,485	98.6%	38,201,147	38,708,634	35,639,012	92.1%	(3,069,622)
DEBT SERVICE									
General Fund	7,433,452	11,605,572	11,579,025	99.8%	7,042,641	7,787,628	7,322,130	94.0%	(465,498)
Stadium	205,528	205,528	205,528	0.0%	206,527	206,527	206,526	100.0%	(1)
Schools	7,018,677	7,018,084	6,897,714	98.3%	6,565,401	6,583,083	6,580,193	100.0%	(2,890)
Total Debt Service	14,657,657	18,829,184	18,682,267	99.2%	13,814,569	14,577,238	14,108,849	96.8%	(468,389)
RESERVES									
FY 11 Encumbrances Carried to FY12									
Adj Recreation Programs			66,453						
Other Post Employment Benefits (OPEB)	250,000		250,000				250,000		
Budget designations	1,050,000		53,678						
Health Insurance Reserve									
Post Closure							337,563		
Law Library	5,080		5,104				80		
Debt Service - HHS	2,044,657		2,044,657				3,044,657		
Return of School Funding			507,487				3,069,622		
Committed Funds - GASB54			33,113				518,055		
Assigned Funds - GASB54							143,365		
Parking Oper - GASB54							180,551		
GLTC			746,724				360,431		
Recreation Programs			111,082				122,539		
Fire Equipment			50,000				50		
PIER			19,658				39,574		
3rd Qtr Adj			43,908						
Assign VA Land Conservancy							2,314		
Assign RSA Excess							717,368		
CSX							44,380		
1/28/14 Council #7							250,000		
Interest earnings							31,413		
FY13 Classify fund balance			1,157,970						
Debt Service - CVRRB	205,200		205,200				45,180		
Arts & Cultural District									
FY12 Carry Forward - Contingencies			500,000						
LOD VRS payment			105,952						
Contingency	700,000		700,000				700,000		
Total Reserves	4,254,937	-	6,600,986				-	9,857,142	
TOTAL EXPENDITURES	\$ 161,163,060	\$ 165,324,059	\$ 169,141,781		\$ 160,370,656	\$ 167,211,692	\$ 168,729,033		

GENERAL FUND
FINANCIAL SUMMARY
As of June 30, 2014

	FY 2013				FY 2014			
	FY 2013 Adopted Budget	FY 2013 Amended Budget	FY 2013 Actual 4th Qtr 6/30/13	% of Budget	FY 2014 Adopted Budget	FY 2014 Amended Budget	FY 2014 Actual 4th Qtr 6/30/14	% of Budget
TRANSFERS TO CAPITAL FUNDS								
School Capital Projects Fund	\$ 975,000	\$ 4,455,000	\$ 4,455,000	0.0%	\$ 3,252,460	\$ 5,027,191	\$ 5,027,191	0.0%
City Capital Projects Fund	4,291,759	4,924,009	4,924,009	100.0%	3,777,878	4,706,960	4,706,960	100.0%
Total Transfers to Capital Funds	5,266,759	9,379,009	9,379,009	100.0%	7,030,338	9,734,151	9,734,151	100.0%
TOTAL EXPENDITURES, RESERVES & TRANSFERS	166,429,819	174,703,068	178,520,790	102.2%	167,400,994	176,945,843	178,463,184	100.9%
Remaining Unassigned Fund Balance	14,558,061	21,679,417	31,673,717	146.1%	21,050,924	13,211,694	33,878,500	256.4%
Committed and Assigned Fund Balance	12,059,206	-	12,646,407		-	-	15,074,420	
TOTAL FUND BALANCE	\$ 26,617,267	\$ 21,679,417	\$ 44,320,124	204.4%	\$ 21,050,924	\$ 13,211,694	\$ 48,952,920	370.5%

Committed and Assigned Fund Balance									
Committed Fund Balance			892,648				470,011		Committed Fund Balance
Health Insurance	636,127		677,017				695,467		Health Insurance
Contingencies			-				-		Contingencies
Technology			33,113				48,044		Technology
Local Aid to Commonwealth									Local Aid to Commonwealth
Detention Home Workers Comp	100,000		100,000				100,000		Detention Home Workers Comp
LCS Budget Balancing									LCS Budget Balancing
SW Debt Retire	1,186,075		1,186,075				841,605		SW Debt Retire
Future Post Closure Costs	604,284		604,284				-		Future Post Closure Costs
Other Post Employment Benefits	1,311,310		1,364,510				1,627,471		OPEB
Detention Home Capital Needs									Detention Home Capital Needs
Detention Home Prevention Initiative									Detention Home Prevention Initiative
Juvenile Services Group Home	340,185		-						Juvenile Services Group Home
Debt Service									Debt Service
							250,000		Armstrong Renov
GLTC Spec Reserve			746,724				904,291		GLTC Spec Reserve
Schl Spc Ed Dis Prop			321,000				321,000		Schl Spc Ed Dis Prop
HHS Debt Service - Recurring	2,984,219						1,894,223		HHS Debt Service - Recurring
HHS Debt Service - Non Recurring	1,120,078		624,297						HHS Debt Service - Non Recurring
Debt Service CVRRB	340,000		5,929				5,929		Debt Service CVRRB
Rsrv for Future Need			-						Rsrv for Future Need
Pub Safety Comp Adj	13,968		13,968				13,968		Pub Safety Comp Adj
School Textbooks	1,059,392		1,432,254				1,432,254		School Textbooks
School Health Ins Reserve	1,140,608		1,440,608				1,440,608		School Health Ins Reserve
School Future Exp Needs	75,908		75,908						School Future Exp Needs
Total Committed Fund Balance	10,912,154	-	9,518,335		-	-	10,044,871		Total Committed Fund Balance
Assigned Fund Balance			220,393				143,365		Assigned Fund Balance
Return of School Funding	260,419		787,305				3,349,440		Return of School Funding
PubWrks Funds from SW			-						PubWrks Funds from SW
Law Library	75,049		79,965				64,929		Law Library
Hlth Ins Reserve	364,538		364,538				364,538		Health Ins Reserve
Future Post Closure	204,438		204,438				-		Future Post Closure
Museum	47,374		50,028				50,028		Museum
Recreation Programs	20,890		184,282				234,629		Recreation Programs
Dental Insurance Reserve	150,000		150,000				150,000		Dental Insurance Reserve
Fire Equipment			100,000				144,380		Fire Equipment
LOD Death Benefit			211,904				211,904		LOD Death Benefit
LOD Health Benefit			145,000				145,000		LOD Health Benefit
Health Mgmt Plan			500,000						Pub Safety Comp Adj
PW - Snow			34,498				-		PW - Snow
Adopt-A-Bed			3,281				3,113		Adopt-A-Bed
Parking Operations			69,560				112,085		Parking Operations
Point of Honor			2,653				2,653		Point of Hononr
Police Range Oper			569				1,889		Police Range Oper
VA Land Conserv			-				2,314		VA Land Conservancy
PIER	24,344		19,658				49,232		PIER
Fire Restitution			-				50		Fire Restitution
Total Assigned Fund Balance	1,147,052	-	3,128,072		-	-	5,029,549		Total Assigned Fund Balance
Total Committed/Assigned Fund Balance	\$ 12,059,206	\$ -	\$ 12,646,407		\$ -	\$ -	\$ 15,074,420		

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **October 28, 2014**

AGENDA ITEM NO.: **3**

CONSENT: REGULAR: **X**

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION: **X**

INFORMATION:

ITEM TITLE: **Transportation Alternatives Program (TAP) application for sidewalks on Nationwide Dr.**

RECOMMENDATION:

Adopt a resolution to approve the submittal of an application for Transportation Alternatives Program (TAP) funding through VDOT for construction of a sidewalk on one side of Nationwide Dr.

SUMMARY:

There have been numerous requests for sidewalks along Nationwide Dr. This application requests 80% federal reimbursement through the Transportation Alternatives Program to construct this sidewalk. Design is under way and should be complete prior to receiving the funding authorization next October.

A public meeting was held on October 9th at the offices of Wiley & Wilson to inform the businesses and the public of the grant application as well as discuss the property owners funding the local match. At the October 14th Physical Development Committee (PDC) meeting, the PDC recommended the property owners be required to fund at least half of the local match before the City would accept this grant award.

Cost estimate is \$350,000; a \$70,000 local match is required.

PRIOR ACTION(S):

October 14, 2014 Physical Development Committee

October 28, 2014 Finance Committee

FISCAL IMPACT:

The grant requires a 20% local match; staff is in discussions with the property owners to determine funding.

CONTACT(S):

Kelly Hitchcock, Region 2000 Local Government Council, 434-845-5678 ext. 218

Lee Newland, City Engineer, 455-3947

Don DeBerry, City Traffic Engineer, 455-3935

Gaynelle Hart, Public Works Director, 455-4469

ATTACHMENT(S):

Resolution

REVIEWED BY:

**ENDORSEMENT RESOLUTION
FOR THE SUBMITTAL TO THE
VIRGINIA DEPARTMENT OF TRANSPORTATION
FY 2015-2016 TRANSPORTATION ALTERNATIVES PROGRAM**

Whereas, in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a resolution be received from the project sponsoring jurisdiction requesting the Virginia Department of Transportation to establish a Transportation Alternatives project in the City of Lynchburg.

Now, Therefore, Be It Resolved, that the City of Lynchburg, requests the Commonwealth Transportation Board to establish the Nationwide Drive Sidewalk project. The project will construct approximately 2,300 feet of new sidewalk providing safe pedestrian movement for the employees and visitors to the businesses, including medical practices, located along Nationwide Drive.

Be It Further Resolved, that the City of Lynchburg hereby agrees to provide a minimum 20 percent financial match contribution for this project.

Be It Further Resolved, that the City of Lynchburg hereby agrees to enter into a project administration agreement with the Virginia Department of Transportation and provide the necessary oversight to ensure the project is developed in accordance with all state and federal requirements for design, right of way acquisition, and construction of a federally funded transportation project.

Be It Further Resolved, that the City of Lynchburg will be responsible for maintenance and operating costs of any facility constructed with the Transportation Alternatives Program funds unless other arrangements have been made with the Department.

Be It Further Resolved, that if the City of Lynchburg subsequently elects to cancel this project the City of Lynchburg hereby agrees to reimburse the Virginia Department of Transportation for the total amount of costs expended by the Department through the date the Department is notified of such cancellation. The City of Lynchburg also agrees to repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration.

Adopted this _____ day of _____, 2014, City of Lynchburg, Virginia.

Certified: _____
Clerk of Council

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **October 28, 2014**

AGENDA ITEM NO.: **4**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION:

ITEM TITLE: **USDA Farmers' Market Promotion Program Grant Application**

RECOMMENDATION:

Adopt a resolution to amend the FY 2015 General Fund, Parks and Recreation, Recreation Programs budget and appropriate \$81,298 with resources from the United States Department of Agriculture, Farmers' Market Promotion Grant to address food desert challenges in the city and to promote agriculture in the Region 2000 area.

SUMMARY:

The Parks and Recreation Department applied for and received \$81,298 in funding through a USDA Farmers' Market Promotion Program grant.

Funds from the grant will be used to: conduct outreach and educational programming, increase redemption rates through the Supplemental Nutrition Assistance Program at the Lynchburg Community Market, and expand promotion of the Lynchburg Community Market through an "Eat Local Lynchburg" campaign to increase sales of local food in the community. The grant benefits those trying to access affordable, healthy food while supporting local farmers, ultimately improving the overall health and wellness of the community.

The project is supported and implemented with the help of local organizations including Virginia Cooperative Extension, Lynchburg Area Food Council, Friends of the Lynchburg Community Market, Virginia Department of Health, and Region 2000 Local Government Council.

No local match is required for the grant; therefore, no City funds are needed.

PRIOR ACTION(S):

June 24, 2014 Finance Committee

October 28, 2014 Finance Committee

FISCAL IMPACT:

None, no local match is required.

CONTACT(S):

Kay Frazier, Director of Parks and Recreation, 455-5868

Ashley Kershner, Development and Marketing, Parks and Recreation, 455-5889

ATTACHMENT(S):

Resolution

REVIEWED BY:

Resolution

BE IT RESOLVED that the FY 2015 General Fund, Parks and Recreation, Recreation Programs budget is amended and \$81,298 is appropriated with resources from the United States Department of Agriculture, Farmers' Market Promotion Grant to address food desert challenges in the city and to promote agriculture in the Region 2000 area.

Introduced:

Adopted:

Certification:

Clerk of Council

FINANCE COMMITTEE

Agenda Item Summary

MEETING DATE: **October 28, 2014**

AGENDA ITEM NO.: **5**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION: **X**

ITEM TITLE: **2014 State Homeland Security Program (SHSP) grant: \$52,542 for Lynchburg Fire Department's CBRNE Equipment project**

RECOMMENDATION:

Approve the submittal of an application for \$52,542 from the 2014 State Homeland Security Program (SHSP) grant from U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) for the Lynchburg Fire Department's CBRNE (Chemical, Biological, Radiological, Nuclear, Explosive) Equipment project.

SUMMARY:

The Virginia Department of Emergency Management is administering this grant from the Department of Homeland Security (DHS) through the State Homeland Security Program (SHSP) grant. The Fire Department was allocated \$52,542 to be utilized by the Hazardous Materials and Technical Rescue Teams. The funds will be used for replacement CBRNE equipment and additional equipment to enhance operations during CBRNE incidents while protecting the responders and the community.

This grant is 100% reimbursable; no local match is required.

PRIOR ACTION(S):

None

FISCAL IMPACT:

No local match is required. Future funds may be needed for periodic maintenance of the equipment purchased.

CONTACT(S):

Fire Chief S. Brad Ferguson, 455-6340

Battalion Chief Keith Johnson, 455-6340

Battalion Chief Greg Wormser, 455-6340

Ellen Davidson-Martin, Fire Administrative Manager, 455-6368

ATTACHMENT(S):

None

REVIEWED BY:

FINANCE COMMITTEE

Agenda Item Summary

MEETING DATE: **October 28, 2014**

AGENDA ITEM NO.: **6**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION: **X**

ITEM TITLE: **Permanent Supportive Housing Program (formerly Shelter Plus Care) Renewal Grant**

RECOMMENDATION: Review of the Permanent Supportive Housing Program (formerly Shelter Plus Care) Renewal Grant Application for the Federal Fiscal Year (FY) 2014 Funds in the FY 2013-FY 2014 Continuum of Care Program Competition from the U. S. Department of Housing and Urban Development (HUD).

SUMMARY: The Central Virginia Continuum of Care (CoC), on behalf of the City, is in the process of submitting the renewal grant application for the Permanent Supportive Housing Program (formerly known as Shelter Plus Care Program) to HUD. If awarded, the renewal amount of this grant will be \$88,298 for one year and will serve ten (10) persons and/or households. The overall goal of this grant is to identify homeless persons, ready for permanent housing, and offer additional time, financial assistance, and services to supplement their own resources, skills and motivation to live independently and achieve self-sufficiency.

Currently the City has a Memorandum of Agreement (MOA) with Lynchburg Redevelopment and Housing Authority (LRHA) for the administration of this grant. LRHA, as subrecipient of this renewal grant, has agreed to continue administering this grant. LRHA will provide the supportive services and case management needed, and continue to engage local property owners to work with the program so that appropriate housing is available to the current and eligible new participants in the Program.

Grant awards are not expected to be approved until the spring of 2015. The Richmond Field Office of HUD will be forwarding a grant award letter and agreement to the City. At that time, a formal request for appropriation of the funds will be presented to City Council. City Council through the FY 2016 General Fund budget will be asked to provide \$10,000 to contribute to the supportive services component of this grant.

PRIOR ACTION(S): None

FISCAL IMPACT: Projected funding in the amount of \$10,000 from the FY 2016 General Fund for supportive services. This amount is currently budgeted in the Division of Social Services.

CONTACT(S): Bonnie Svrcek, Deputy City Manager – 455-3987
Melva Walker, Grants Manager – 455-3916

ATTACHMENT(S): None

REVIEWED BY: bms



The City of Lynchburg, Virginia

AGENDA ITEM NO.: 7

CITY HALL, 900 CHURCH STREET, LYNCHBURG, VIRGINIA 24504
(434) 455-3968
FAX (434) 845-0711

FINANCIAL SERVICES
OFFICE OF THE DIRECTOR

TO: City Council
L. Kimball Payne, III, City Manager
Bonnie Svrcek, Deputy City Manager
Valeria Chambers, Clerk of Council

FROM: Donna Witt, Director of Financial Services 

DATE: October 28, 2014

RE: FY 2014 Write-Off of Uncollectible Accounts Receivable

In June 2005, an Accounts Receivable Policy was established to write-off uncollectible accounts. In accordance with the policy, the Director of Financial Services is authorized to write-off accounts on an annual basis, providing this information to Finance Committee and City Council.

Using the criteria set-forth in the Accounts Receivable Policy, a breakdown of write-offs for FY 2014 is as follows:

Account	FY 2013 Write-Off Amount	FY 2013 Billing	% Written-Off	FY 2014 Write-Off Amount	FY 2014 Billing	% Written-Off
Ambulance (Current)	\$84,486.73	\$5,163,442.90	1.64%	\$79,830.73	\$5,168,654.30	1.54%
Ambulance (Delinquent)	510,228.32	958,050.47	53.26%	563,709.02	931,550.30	60.51%
Amusement Taxes	5,252.91	644,263.82	0.82%	6,459.63	679,885.72	0.95%
Business License	815.65	7,850,754.15	0.01%	916.73	8,269,665.92	0.01%
Library Fines	220.04	48,429.65	0.45%	26,020.46	45,502.33	57.18%
Meals Taxes	76,790.93	12,206,343.82	0.63%	67,394.44	12,907,364.46	0.52%
Miscellaneous Invoices	29,935.24	248,873.92	12.03%	22,247.21	184,076.39	12.09%
Non-Sufficient Funds	2,577.05	126,851.72	2.03%	17,434.80	82,023.56	21.26%
Personal Property	107,902.80	17,668,163.59	0.61%	142,140.51	18,160,905.14	0.78%
Real Estate	75,135.11	55,299,746.19	0.14%	77,113.57	55,885,615.73	0.14%
Utility Billing System	18,931.80	35,904,193.00	0.05%	20,609.68	37,017,057.00	0.06%
Total Write-Off	\$912,276.58	\$136,119,113.23	0.67%	\$1,023,876.78	\$139,332,300.85	0.73%

If you have any questions, please let me know.

Thank you.

FINANCE COMMITTEE

Agenda Item Summary

MEETING DATE: **October 28, 2014**

AGENDA ITEM NO.: **8**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION: **X**

ITEM TITLE: **Revenue Update**

RECOMMENDATION:

Review the collections received from five of the City's largest revenue sources.

SUMMARY:

Five of the City's major revenue sources are taxes collected on a monthly basis: Sales Tax, Consumer Utility Tax – Electric, Communications Sales and Use Tax, Meals Tax, and Lodging Tax. Since the last Finance Committee meeting, revenue information for the months of July and August has been posted for these five revenue streams.

PRIOR ACTION(S):

This information is provided monthly to the Finance Committee.

FISCAL IMPACT:

None

CONTACT(S):

Donna Witt, Director of Financial Services, 455-3968

ATTACHMENT(S):

Comparison of Collections Budget to Actual FY 2014 – FY 2015

REVIEWED BY:

**Comparison of Collections
Budget to Actual FY 2014 - FY 2015**

							Actual FY 2015 to Adopted FY 2015	Actual FY 2015 to Actual FY 2014					
		Actual FY 2011	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Actual FY 2015						
SALES & USE TAX													
ADOPTED FY 2015 BUDGET - \$13,600,000													
JULY		\$979,650	\$1,014,596	\$996,646	\$1,075,816	\$1,056,985	\$1,131,485	\$74,500	\$55,669				
AUGUST ¹		1,022,849	1,079,129	1,145,592	1,098,342	1,079,117	1,299,763	220,646	201,421				
TOTAL		\$2,002,499	\$2,093,725	\$2,142,238	\$2,174,158	\$2,136,102	\$2,431,248	\$295,146	\$257,090				
CONSUMER UTILITY TAX - ELECTRIC													
ADOPTED FY 2015 BUDGET - \$3,700,000													
JULY		\$352,603	\$341,729	\$323,141	\$325,815	\$314,895	\$321,596	\$6,701	(\$4,219)				
AUGUST		345,842	345,615	345,163	318,738	308,056	305,012	(3,044)	(13,726)				
TOTAL		\$698,445	\$687,344	\$668,304	\$644,553	\$622,951	\$626,608	\$3,657	(\$17,945)				
COMMUNICATIONS SALES & USE TAX													
ADOPTED FY 2015 BUDGET - \$3,450,000													
JULY		\$301,373	\$349,339	\$293,358	\$286,999	\$287,500	\$283,594	(\$3,906)	(\$3,405)				
AUGUST		344,401	294,910	291,560	284,691	287,500	281,957	(5,543)	(2,734)				
TOTAL		\$645,774	\$644,249	\$584,918	\$571,690	\$575,000	\$565,551	(\$9,449)	(\$6,139)				
		Actual Assessed FY 2012	Actual Collected FY 2012 ⁴	Actual Assessed FY 2013	Actual Collected FY 2013 ⁴	Actual Assessed FY 2014	Actual Collected FY 2014 ⁴	Adopted FY 2015	Actual Assessed FY 2015	Actual Assessed FY 2015 to Adopted FY 2015	Actual Collected FY 2015 to Adopted FY 2015 ⁴	Actual Collected FY 2015 to Assessed FY 2015	
MEALS TAX													
ADOPTED FY 2015 BUDGET - \$12,100,000													
JULY ²		\$889,917	\$889,135	\$943,431	\$1,044,556	\$944,936	\$1,159,786	\$915,132	\$1,005,080	\$89,948	\$970,597	\$55,465	(\$34,483)
AUGUST		960,082	962,761	1,042,850	1,026,544	1,056,177	1,024,718	1,022,863	1,147,835	124,972	1,067,991	45,128	(79,844)
TOTAL		\$1,849,999	\$1,851,896	\$1,986,281	\$2,071,100	\$2,001,113	\$2,184,504	\$1,937,995	\$2,152,915	\$214,920	\$2,038,588	\$100,593	(\$114,327)
LODGING TAX													
ADOPTED FY 2015 BUDGET - \$1,800,000													
JULY ²		\$180,074	\$168,386	\$180,074	\$197,072	\$174,759	\$223,419	\$151,714	\$180,385	\$28,671	\$180,395	\$28,681	\$10
AUGUST ³		192,759	200,321	163,020	275,903	185,662	185,340	161,179	186,761	25,582	195,053	33,874	8,292
TOTAL		\$372,833	\$368,707	\$343,094	\$472,975	\$360,421	\$408,759	\$312,893	\$367,146	\$54,253	\$375,448	\$62,555	\$8,302

¹ The August FY 2015 Actual amount includes a one-time, \$145,000 payment in taxes, which was redistributed to the City from another locality.

² Due to year end accounting activities, a portion of Meals and Lodging Tax revenues associated with May and June were posted in June and July.

³ The August FY 2013 collection amount includes a one-time, \$140,000 payment in delinquent taxes.

⁴ Meals and Lodging Tax data includes columns titled "Actual Collected ." The figures listed under these columns include all revenue received per month under that description regardless of whether the payment is current or delinquent.

JEFFERSON PARK SITE ASSESSMENT

City Council Briefing

October 28, 2014

Jefferson Park Recreation Center



Draper Aden Associates

Engineering • Surveying • Environmental Services

Agenda

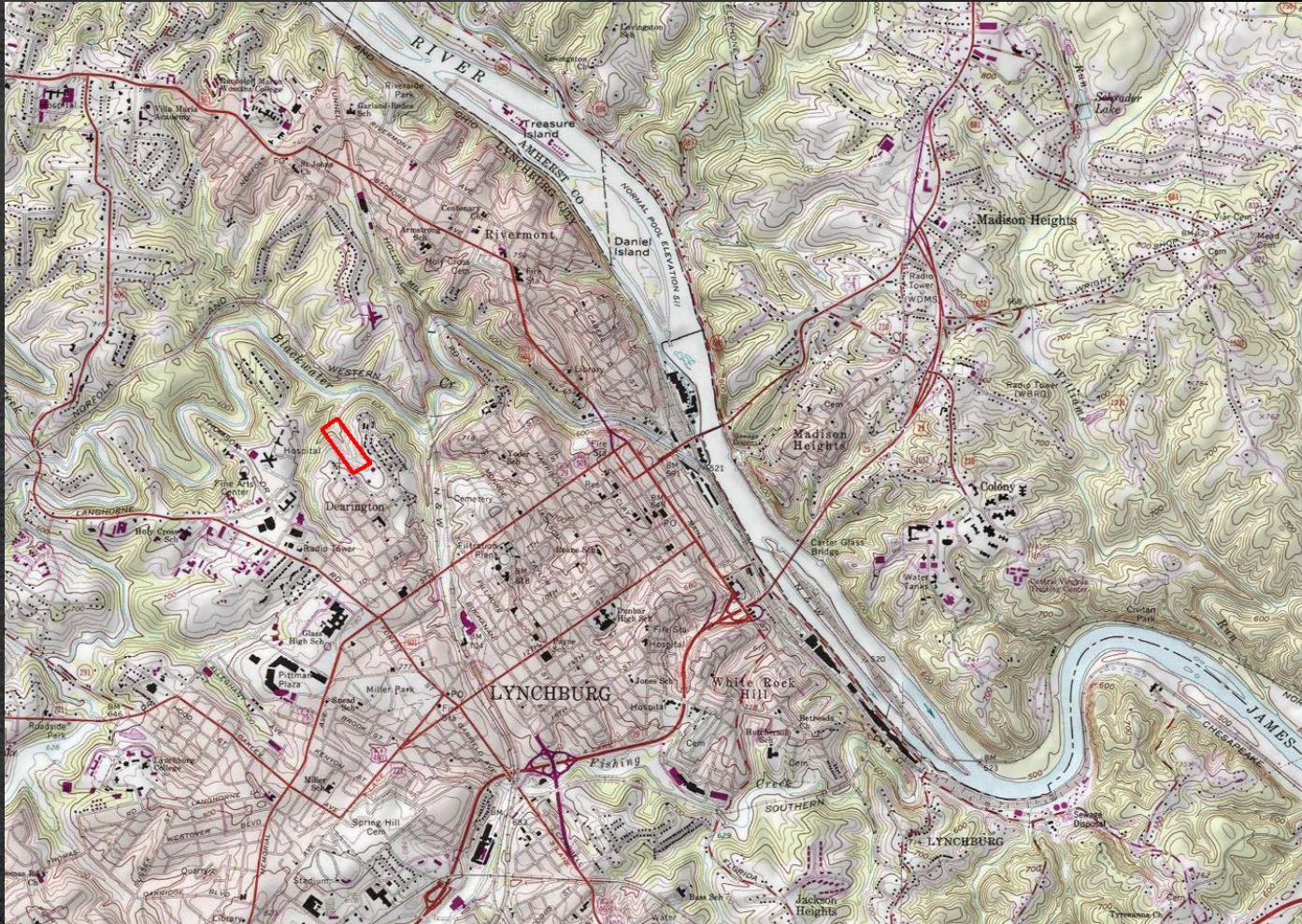
- Overview of situation/background
- Outline general approach
 - Regulatory interface
 - Evaluation of environmental conditions (Phase 1)
 - Development of options for mitigation (Phase 2)
- Discussion Phase 1 – initial assessment – review of work plan
- Next steps

General Orientation



Draper Aden Associates
Engineering • Surveying • Environmental Services

Jefferson Park and James River



Overview of Project Area



Draper Aden Associates
Engineering • Surveying • Environmental Services

Aerial View Jefferson Park



Draper Aden Associates
Engineering • Surveying • Environmental Services

Close-up of Drainage Area



Playground Area



Oblique View of Project Area



Draper Aden Associates
Engineering • Surveying • Environmental Services

DPW – 1961 Map



1961 Utility Map



USGS Map

1939, revised 1950



Draper Aden Associates

Engineering • Surveying • Environmental Services

1960



USGS Map

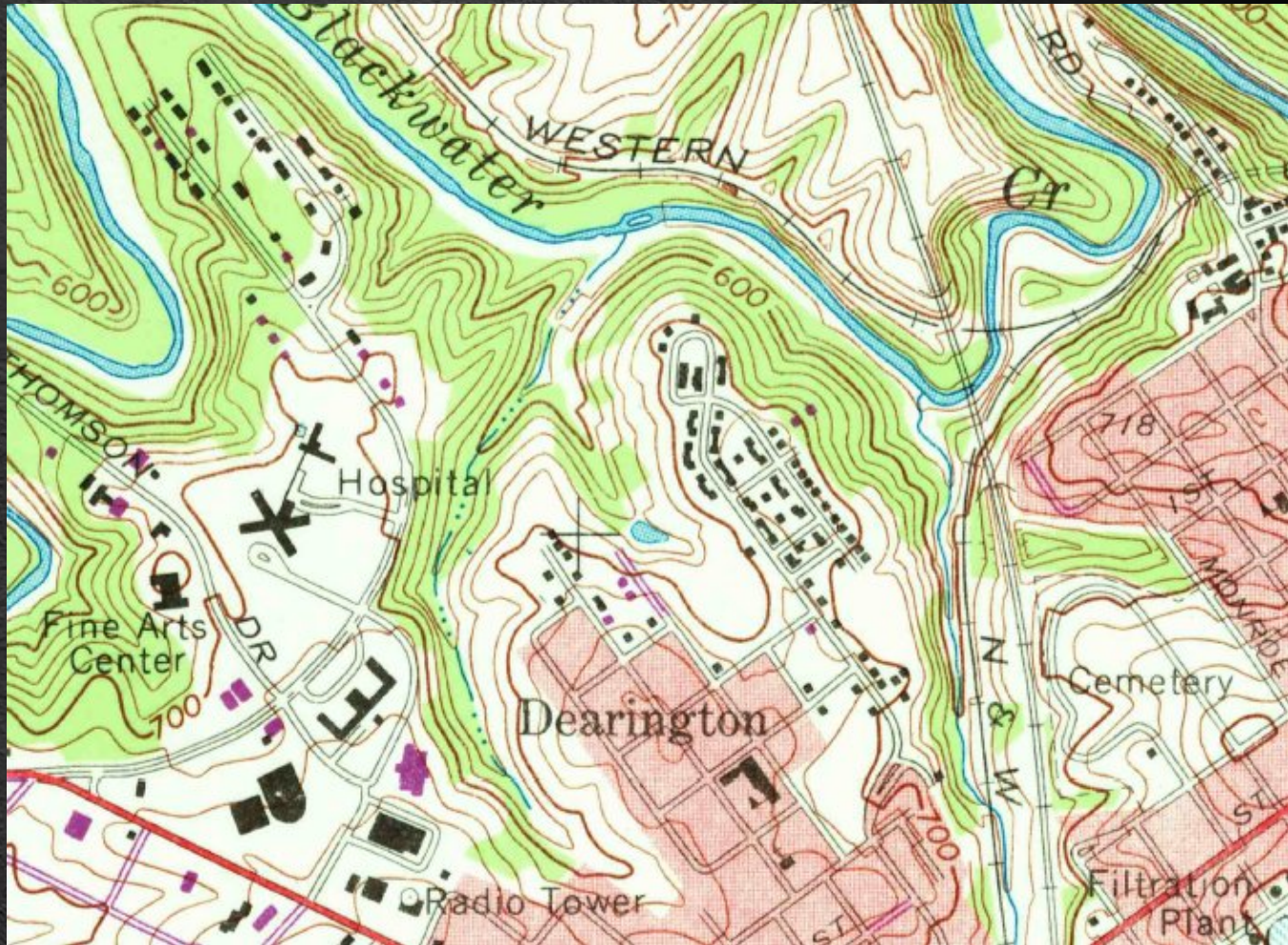
1963



Draper Aden Associates

Engineering • Surveying • Environmental Services

1963, revised 1968



Draper Aden Associates

Engineering • Surveying • Environmental Services

1977



INQUIRY #: 3993637.3

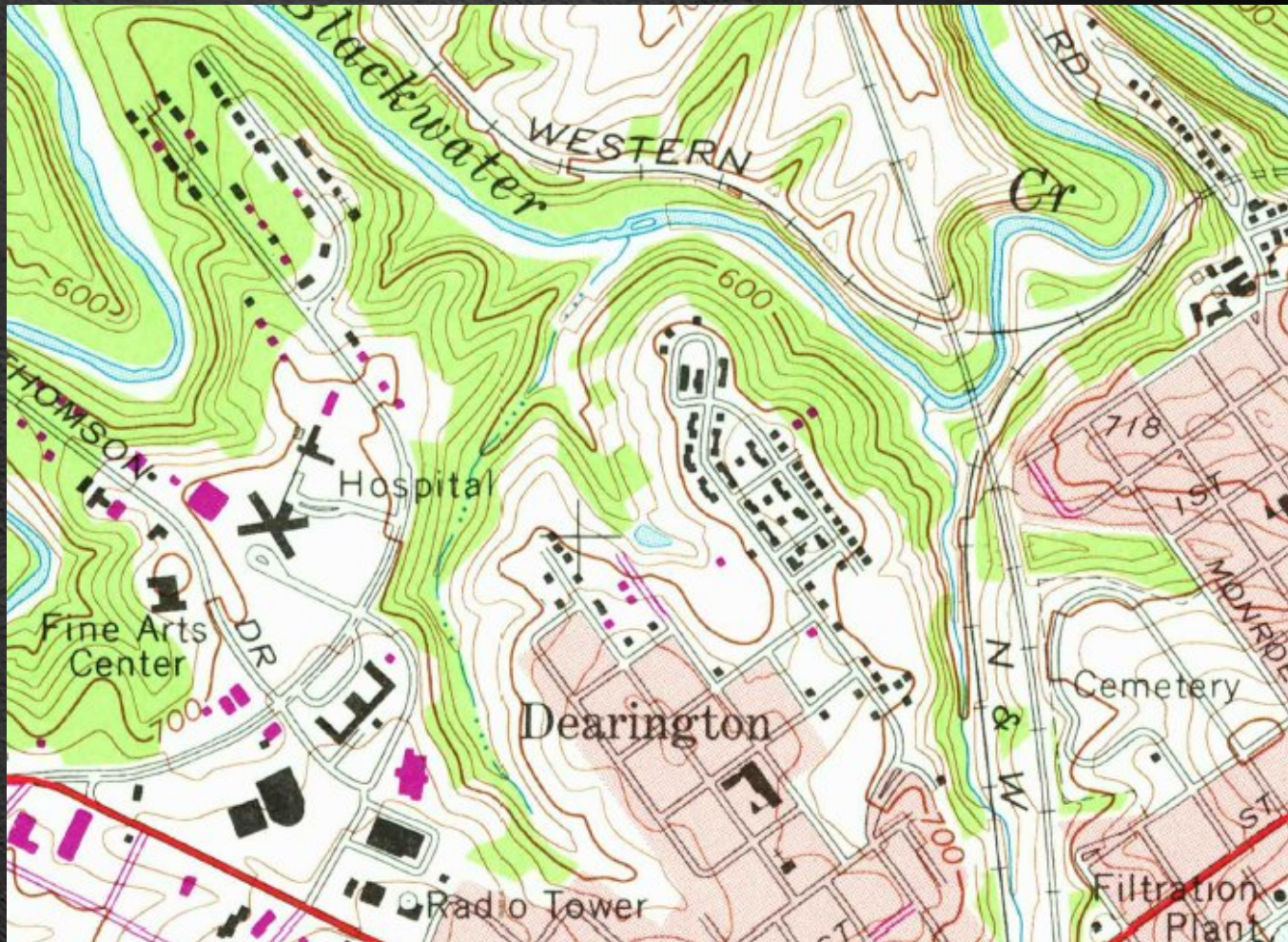
YEAR: 1977

1" = 1000'



USGS Map

1963, revised 1978

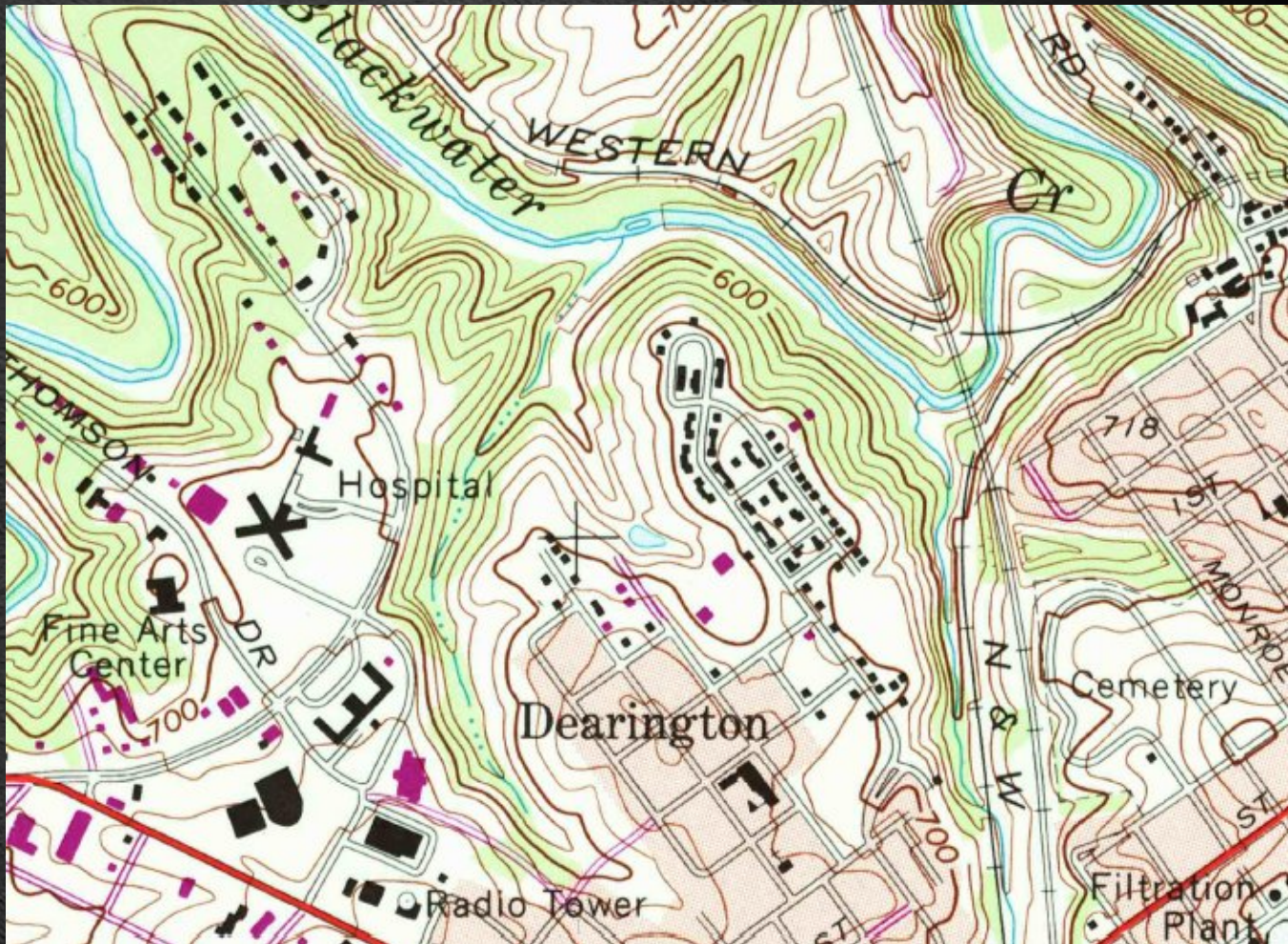


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USGS Map

1963, revised 1984



Draper Aden Associates

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2011 Contours



Site Photographs



Draper Aden Associates
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Site Photographs (continued)



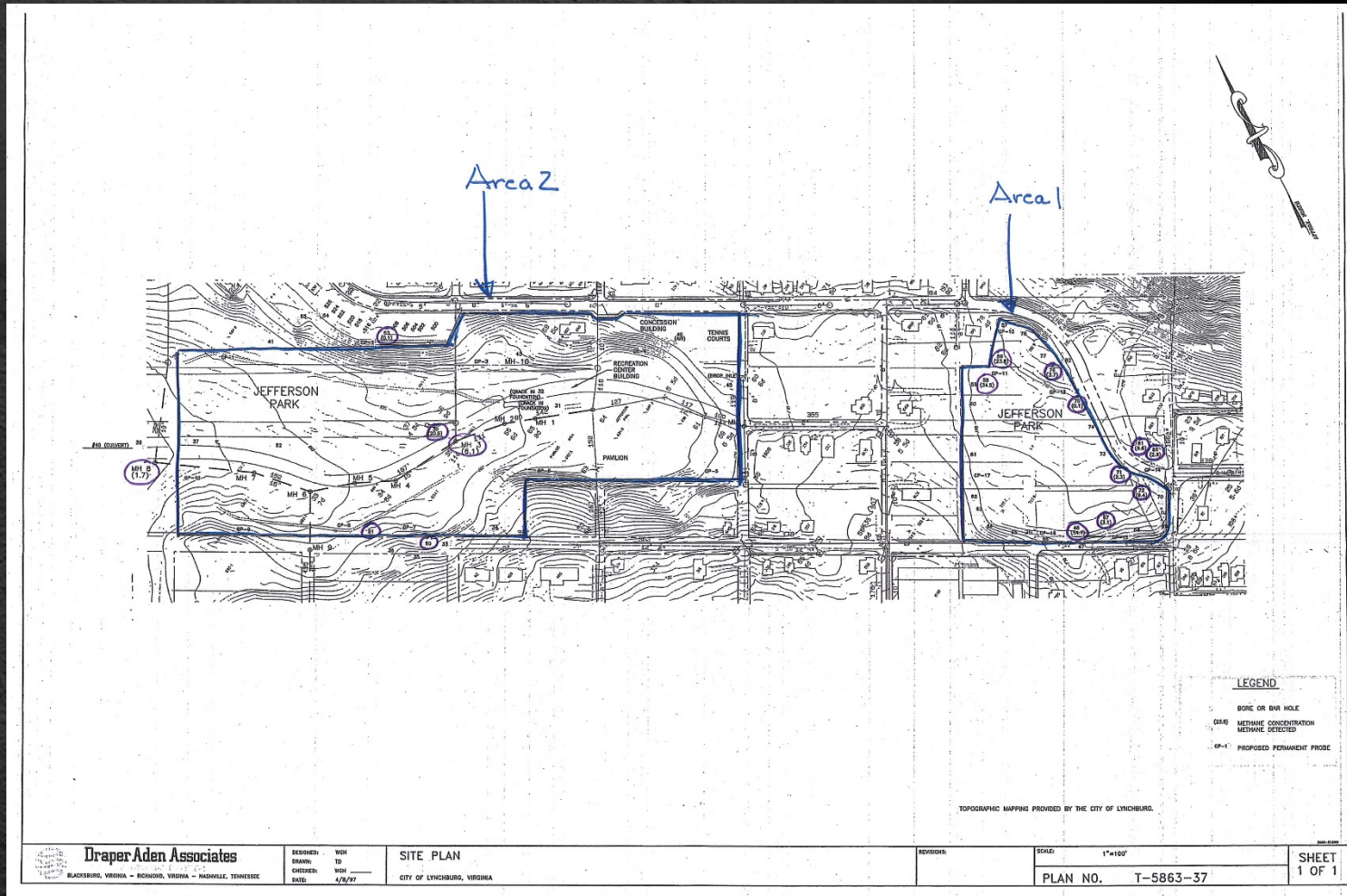
Site Photographs (continued)



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Gas Evaluation 1997



Phase 1

- Historic Research
- Consultation with DEQ
- Surface Water Sampling
- Gas Monitoring and Assessment of Cover
- Outreach to Neighborhood Residents
- Reporting and Presentations

What We Know

- The landfill has been closed since the late 1960's.
- There is significant erosion at the landfill face that needs to be addressed.
- There has been differential settling in the park.
- There is no indication of surface water contamination.
- There appear to be no regulatory issues.
- There is no indication of any threat to public health.

Next Steps

- ❖ Community Meeting--November 5th, 6:00 pm, Dearington ES
- ❖ Continue Historic Research
- ❖ Gas Monitoring and Landfill Cap Evaluation
- ❖ Report on Findings
- ❖ Develop a Mitigation Plan
- ❖ Share with Community



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LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **October 28, 2014**

AGENDA ITEM NO.: 3

CONSENT:

REGULAR: **X**

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION: **X**

ITEM TITLE:

RECOMMENDATION: Provide input for the development of the 2015 Legislative Agenda.

SUMMARY: Annually, in November or December, City Council adopts a Legislative Agenda that includes priorities and positions for the upcoming session of the Virginia General Assembly. Typically, a draft agenda developed from staff input is discussed at an earlier meeting.

Attached is a draft 2015 Legislative Agenda for Council's review and discussion. Also attached are legislative statements from the Virginia Municipal League and Virginia's First Cities that are referenced in the City's legislative agenda.

PRIOR ACTION(S): N/A

FISCAL IMPACT: N/A

CONTACT(S): Kimball Payne, 455-3990; Walter Erwin, City Attorney, 455-3973

ATTACHMENT(S): Draft 2015 Legislative Agenda; VML Legislative Statement; Virginia's First Cities Legislative Positions

REVIEWED BY: lkp

144K

CITY OF LYNCHBURG

~~2014-2015~~ LEGISLATIVE AGENDA

Adopted ~~November 26, 2013~~ 2014

The City of Lynchburg is a member of both the Virginia Municipal League and the Virginia First Cities Coalition and supports the legislative agendas of both organizations. The City of Lynchburg ~~2014-2015~~ Legislative Agenda is meant to highlight those issues of particular importance to the City.

The Lynchburg City Council understands the fiscal challenges facing the Commonwealth as the ~~2014-2015~~ session of the Virginia General Assembly convenes. Those challenges make it even more important that the legislators keep the following principles in mind as they evaluate and vote on legislation and possible amendments to the biennial budget.

PRINCIPLES

- Local governments are instruments of the state, created in large measure to deliver state responsible services in a more efficient and effective manner. This state/local partnership requires an equitable allocation of costs between the two levels of government and across the various jurisdictions of the Commonwealth.
- The state must continue to meet constitutional and statutory responsibilities to adequately fund the state share of state/local services, especially in education, human services, and public safety. Any shortfall in state revenues should not be shifted to local governments.
- When the state experiences or anticipates a budget surplus, due to either increased revenues or reduced expenditures, it should relieve localities of funding responsibilities that have been shifted to them for state mandated/locally delivered services.
- Rather than shifting responsibilities for programs that the state is unwilling to fund down to the localities, the state should consider eliminating those programs.
- The state should explore ways to increase the efficiency and effectiveness of the delivery of state services at the local level including the regionalization of service delivery (e.g. Social Services) and the elimination of inefficient structures such as the Compensation Board.
- The General Assembly should defeat proposed legislation that would erode local taxing authority, cap or reduce local revenue sources or that would impose unfunded mandates on localities.

- The General Assembly should support legislation that provides greater authority to localities in implementing sustainability initiatives especially with regard to land use and transportation planning.
- The General Assembly should preserve local zoning and land use authority, allowing flexibility to meet the needs of individual communities.

2014-2015 LEGISLATIVE PRIORITIES

State Aid to Localities: Eliminate the annual \$30 million reduction in State Aid to Localities (ATL). This practice, also known as “Local Aid to the Commonwealth,” forces localities to utilize local tax revenues to help balance the state budget by funding state-mandated, locally-delivered services. The cost to Lynchburg in FY 2015 is estimated to be \$280,000. As the state’s fiscal situation improves, this practice should be the first one eliminated in future state budgets.

Filing of Bills with Local Fiscal Impact: Support legislation that requires members of the General Assembly to file bills with local fiscal impacts as early as possible, and no later than the first day of the legislative session, so that the appropriate fiscal impact analysis can be completed and reported in a timely manner.

Taxes- Machinery and Tools: Oppose legislation that would reduce or eliminate a locality’s authority to impose a machinery and tools tax. The loss of \$4,585,000 ~~\$4,516,511~~ in revenue from the Machinery and Tools Tax would equate to a 9.2-9.5 cent increase in the City’s Real Property Tax rate.

Taxes- Business License: Oppose legislation that would reduce or eliminate a locality’s authority to impose a business license tax. The loss of \$8,037,473 ~~\$7,542,720~~ in revenue from the Business License Tax would equate to a 15.316.7 cent increase in the City’s Real Property Tax rate.

~~**Teacher Retirement Benefits:** Fully fund the actuarial rate for teacher retirement as recommended by the Virginia Retirement System Board of Trustees. The Commonwealth should pay an equitable share of teacher retirement costs directly to VRS. Further, the unfunded liability for the plan should be a responsibility shared proportionally by the state and local governments.~~

Comprehensive Services Act (CSA): CSA funding continues to be a serious concern. Actions taken by the General Assembly have increased mandated services and shifted costs to the localities. The General Assembly should refrain from adding additional mandated services and should fund its full share of the CSA program.

Educational Funding: Jobs are the key to economic recovery and adequate education is essential for preparing the current and future workforce. The State should fully fund the Standards of Quality (SOQ), including support staff costs and categorical incentive funds for At-Risk students and restore funding from cuts to education over the last biennium. The state has a constitutional duty to meet its education funding obligations and should refrain from changes in methodology and the division of financial

responsibility that result in a further shift of funding responsibility from the state to localities. These shifts do not change what it actually costs to provide education but simply transfer additional costs to local governments, and ultimately to the local real estate tax base.

Local Law Enforcement Funding: The Commonwealth should be equitable in its support for local law enforcement funding both to those localities with police departments (HB 599 funding) and to those in which Sheriff's Departments provide law enforcement (through the Compensation Board). Cities should not bear a disproportionate burden for law enforcement funding through continued reductions in funds provided by HB 599.

~~**Odd Fellows Road Funding:** The City is seeking State funding to provide access to the new interchange that will be constructed on Route 460/29 at Odd Fellows Road. Without improvements to the intersection of Odd Fellows Road and Mayflower Drive and to Odd Fellows Road from the Lynchburg Expressway (Rt. 29 Business) to the interchange access to the new interchange will be constricted, limiting the effectiveness of that facility.~~

Water Quality: The City continues to face significant financial burdens in its efforts to comply with water quality regulations. The management of all the related water quality programs imposes high costs on sewer and stormwater rate payers. Continued Federal and State assistance is required to avoid an unreasonable economic burden on City residents and businesses. The City urges support for the following positions:

- Continue to adequately fund the Virginia Clean Water Revolving Loan Fund (VCWRLF) program and make available low and zero interest loans for water quality improvement projects that are necessary for permit compliance and the achievement of the goals of the Chesapeake Bay and other local TMDLs.
- Support efforts to fund the Stormwater Local Assistance Fund in the amount of \$50 million to help localities offset some of the multi-billion dollar cost attributed to stormwater through the Chesapeake Bay TMDL.
- Support expansion of pollutant trading programs to include sediment. ~~Virginia's Nutrient Credit Exchange Program to include other sectors such as stormwater as long as it is not to the detriment of the established point source trading or risk a reduction in point source allocations.~~
- Provide local authority to charge connection and availability or facility fees for stormwater systems similar to those charged by water and wastewater utilities.
- Insist that any regulations enacted to implement the Total Maximum Daily Load (TMDL) in the Chesapeake Bay watershed be based on factual information, propose a reasonable schedule and are sensitive to the fiscal ability of local governments.
- Support reasonable and affordable implementation of any new stormwater management requirements. EPA storm water requirements should be

reviewed and revised to avoid placing an unreasonable economic burden on communities.

- Oppose efforts to implement further point source (wastewater treatment plant) reductions of nutrient discharges beyond those allocations currently in the Chesapeake Bay Nutrient General Permit.
- Provide state or federal funding support for all water quality initiatives, as well as continued funding for the Water Quality Improvement Fund (WQIF).

Acquisition of Low Value Properties: Include Lynchburg in the statute, section 58.1-3970.1 of the State Code, that authorizes the local circuit court to transfer the title of a tax delinquent property to a locality when the property is assessed at \$50,000 or less, the parcel has delinquent taxes or a nuisance abatement lien, and the taxes, liens and penalties exceed thirty-five percent of the assessed value of the property.

OTHER LEGISLATIVE POSITIONS

Binding Arbitration: Oppose legislation that mandates binding arbitration, meet and confer requirements, and imposed grievance procedures for local employees.

Communications Sales and Use Tax: Support legislation to reclassify the communications sales and use tax as a local not a state tax.

Economic Development: Provide \$2 million for the Virginia Brownfield Redevelopment Assistance Fund, to continue the redevelopment of brownfield sites.

Exemptions: Oppose any legislation that would exempt churches and other religious and non-profit organizations from neutral, generally applicable local ordinances, and in particular local health, safety and zoning ordinances.

FOIA Exemption on the Release of Information Pertaining to Closed Criminal Justice Case Files: Oppose legislative action to remove the current FOIA exemption on the release of information pertaining to closed criminal justice case files. While not preventing the disclosure of information from closed criminal case files, the exemption allows law enforcement agencies the option to decline disclosure in situations where such disclosure is deemed likely to compromise ongoing criminal investigations; to identify at-risk witnesses, informants or victims; or to otherwise jeopardize public safety. Beyond the scope of endangering witnesses, informants or victims in certain cases, indiscriminate release of all closed case information would significantly hamper current criminal investigations involving the same suspect, similar modus operandi, etc. A primary reason for keeping investigative details from public knowledge is to preserve investigators' ability to evaluate the validity of information gathered from various sources

Law Enforcement Data Collection and Retention: The collection of data on citizen activities in the public rights of way is a sensitive matter and should be addressed with due caution to respect individual privacy rights. Access to data collected by devices such as Automatic License Plate Readers should be only for legitimate law enforcement

purposes after a crime has been committed and passive data should be purged as soon as possible.

Line of Duty Act: Support initiatives that return program funding responsibility to the state. Should this unfunded mandate continue, give localities the authority to establish these benefits rather than participate in the state program.

~~**Local Government Mandates:** Amend section 15.2-2903 of the Code of Virginia to extend the term of the Task Force for Local Government Mandate Review from an expiration date of July 1, 2014 to July 1, 2016.~~

Prevention: Restore state funds for prevention services.

Reimbursement for Political Party Primaries: Support the full reimbursement to localities for the costs related to political party primaries.

Reimbursement for General Registrar and Electoral Board Expenses: Support the full reimbursement by the State to the localities for the compensation and expenses of the General Registrar and Electoral Board.

Social Services: Maintain funding for workforce re-training through appropriate agencies, retaining VIEW staff and funding in Social Services. This program has successfully helped TANF recipients secure and maintain jobs.

State Aid to Public Libraries: Increase state aid for libraries. Public libraries have experienced unprecedented demand for their services due since the recession.

Substance Abuse Treatment: Restore state funding for substance abuse treatment programs. Such funding could be provided to Community Service Boards, programs such as “The Healing Place” or other pilot programs.

Taxes on Local Services: Oppose the imposition of a state fee, tax or surcharge on water, sewer, and solid waste or on any other local government funds or services.

Taxes- Transient Occupancy and On-line Travel Companies: Support legislation to ensure that transient occupancy taxes are based on the cost of the room as paid by the consumer. On-line travel companies collect and remit transient occupancy taxes based on the wholesale room price hotels and motels paid by the travel companies not the room price paid by the consumer.

Telecommunications: Maintain local authority over zoning, land use, rights-of-way and taxation. Limit new state regulation preempting local authority regarding the use and compensation of local rights of way for telecommunications.

~~**TDO Transports:** Approve legislation to reduce the burden on local law enforcement agencies required to transport patients subject to temporary detention orders to treatment centers significant distances from the jurisdiction.~~

Trans Dominion Express: Support the extension of passenger rail service from Lynchburg to Roanoke as part of the Trans Dominion Express.

Trespassing Bans: Amend Section 15.2-1717.1 of the Code of Virginia to include language providing that a notarized form signed by the property owner will be admissible in court for the purpose of proving that the local law enforcement agency has the authority to enforce a trespassing ban.

Workers Compensation Medical Fees: Virginia should adopt Medicare-based fee schedules for setting medical provider fees in workers' compensation cases, instead of the prevailing community rate standard now used. This will make providing workers' compensation coverage more affordable and will adequately protect the financial interests of the medical providers of Virginia.

VDOT Street Maintenance Payments: Increase the lane mileage payment rate for city street maintenance payments and refrain from expanding VDOT's role in the local project prioritization process.

2015

**Virginia
Municipal
League**

**Legislative
Program**



Parks
Animal control
Police
Elementary schools
Building code enforcement
Recreation leagues
Libraries
Water and sewer systems
Public transportation
High schools
Fire services
Health clinics
Garbage collection
Storm water utilities
Behavioral health services
Traffic control
After-school programs
Landfills
Economic development
Street lights
Jails
Building inspections
Emergency medical services
Housing authorities
Services for at-risk youth
Community centers
Middle schools
Parking enforcement
Hazardous materials response
Bookmobiles
Historic preservation
Building permits
Community festivals
Medicaid eligibility
E-911

Dear legislators,

The members of the Virginia Municipal League recognize that the underpinnings of Virginia's economy are stressed. Sacrifices will need to be made at all levels of government – and by citizens – to ensure a prosperous, sustainable future. Local governments stand ready to work with the General Assembly and the administration to craft solutions to the fiscal challenges ahead. The millions of Virginians who we represent as elected officials deserve no less.

There is no shortage of legislative issues crucial to helping local governments build vibrant communities where businesses thrive, and where the citizens we serve live, work and play. Local governments depend on a fair, reliable partnership with state government to carry out their numerous responsibilities, many of which are mandated by the General Assembly.

To improve the effectiveness of this state-local partnership, VML's 2015 Legislative Program clarifies the obligations and responsibilities owed by each on issues affecting transportation and education funding, as well as taxing authority. The specifics are spelled out in this booklet.

As always, we stand ready to work with you in meeting our mutual goals to promote the long-term prosperity of Virginia. Please call on us as you seek solutions to the many issues that you will confront during the upcoming legislative session.

Sincerely,



Kimberly A. Winn
VML Executive Director

VML 2015 Legislative Program

VML's membership approved the legislative program set out in this pamphlet at the annual conference held in Roanoke in October. The first five items in this program were identified as the top priorities for local governments in 2015.

Education Funding

A strong public school system is essential to economic development and prosperity. The state must be a reliable funding partner in accordance with the Virginia Constitution and state statutes. The Standards of Quality should recognize the resources, including positions, required for a high-quality public education system. VML opposes changes in methodology and changes in the division of financial responsibility that result in a shift of funding responsibility from the state to localities. As an example, VML opposes the elimination or decrease of state funding for state-mandated benefits for school employees.

Further, VML opposes policies that lower state contributions but do nothing to address the cost of meeting the requirements of the Standards of Accreditation and Standards of Learning. The State Board of Education should identify areas within the Standards of Quality and other educational requirements, such as mandates for expenditures in the area of student health services that can be modified or eliminated in order to provide localities with greater flexibility in their use of scarce education funds.

VML supports a study by the Joint Legislative Audit and Review Commission to determine how the SOQ may be revised and adequately funded to meet the requirements contained in the Standards of Learning and Standards of Accreditation. VML also supports implementation of JLARC recommendations to promote 3rd grade reading performance.

State Assistance to Local Law Enforcement (HB 599)

Law enforcement is a basic service of government. Funding for this service should be a shared responsibility of state and local government as it has long been for sheriffs' departments. The state's commitment to HB 599 has

increasingly lagged in the past decade, and will be sorely tested again by the recent alarms about state revenues. The committee may consider asking the Finance Policy Committee to look at this issue and consider ways in which local governments can better prove and advocate the need for consistent funding for this program.

Transportation Funding

VML appreciates the actions taken by the General Assembly in the 2013 legislative session to boost transportation funding for new road construction, road maintenance, transit operating and capital, and rail passenger service. In order for Virginia to prosper a strong infrastructure is essential to meet the needs of commerce, commuters, and families.

VML understands that the landmark legislation from 2013 is a "down payment" or first step to comprehensively address transportation needs. More dedicated revenue for transit operations and capital as well as passenger and freight rail is needed to keep pace with growing public needs and expectations. It is also critical to find additional resources for urban and secondary road construction in light of actions taken by the state to halt allocations for these projects in the Six-Year Transportation Improvement Program.

State and Local Government Fiscal Relationship

Governance at the local level becomes ever more challenging as the Commonwealth and the federal government add new programs, or modify existing program guidelines, and promulgate complex regulations and higher standards for local governments to implement. It is not uncommon for the state and federal governments to either underfund their share of the costs or to ignore them altogether.

To that end, the Virginia Municipal League holds as essential these principles on local taxing and budget authority.

1. Specific local revenue authority and sources cannot be further restricted without first granting and providing alternative revenue authority with reliable, sustainable revenue sources. This includes, without limitation, the BPOL and M&T taxes.
2. Local general fund revenue and special funds cannot be confiscated or re-directed to the state treasury.
3. Local governments cannot be expected to bear the expenses related to the imposition of new funding requirements or the expansion of existing ones on services delivered at the local level without a com-

mensurate increase of state financial assistance or new local taxing authority.

4. Shifting traditional state funding responsibilities onto local governments, for such services including public education, law enforcement and public safety activities, is bad fiscal policy, resulting in the stress of local finances without reductions in overall program costs.
5. Piggybacking state fees, taxes or surcharges on local government services frustrates transparency at both the state and local level.
6. Placing additional administrative burdens on local governments without sufficient resources or administrative flexibility jeopardizes the quality of services delivered at the local level.
7. State budget cuts to state mandated and other high priority programs should specify the programs to be affected by the cuts.

The Commonwealth should:

1. Enter into a dialogue with local governments to examine state requirements and service expansions that can be suspended or modified to alleviate to the degree possible the financial burden on state and local taxpayers.

Specifically, the Commonwealth should:

- Critique the Standards of Accreditation and Standards of Learning to determine which standards impose costs on local governments that are not recognized in state funding formulas. In particular, changes adopted since 2009 to SOAs and SOLs should be examined as state funding on a per-pupil basis is now below 2009 levels.
- Re-examine those Standards of Quality that the Board of Education has adopted, but that the General Assembly has not funded. These standards reflect prevailing practices necessary to improve children's academic performance. Their academic performance is crucial to students and schools meeting the accountability standards under the SOL and SOA. If funding is not available to pay for prevailing practices, the accountability standards should be adjusted so that local governments are not in the position of having to bear the entire burden of meeting these unfunded mandates.

2. Develop spending and revenue priorities that support economic development, public safety, education and other public goals. State tax credits, tax deductions and tax relief policies must receive the same scrutiny as spending programs as part of the prioritization process.
3. In times of revenue crises, review ways to increase revenues to meet constitutional and statutory obligations to Virginia citizens after all other actions have been taken including eliminating unnecessary programs, achieving greater program efficiencies, and streamlining service delivery.
4. Include local government representatives on any "blue ribbon" commission or other body established by the state that has as its purpose changes to local revenue authority or governance."

Low Performing Schools

State Takeover of Persistently Low Performing Schools

VML supports repeal of the legislation establishing the Opportunity Educational Institution.

Improving Low-Performing Schools

Any approach to improving low-performing schools must include adequate state financial support. VML supports increased state funding for the Virginia Pre-school Initiative, the K-3 reduced class size program and Early Reading Intervention program. VML also supports increased state stipends for highly effective teachers in high-poverty schools, and other innovative programs.

The state has consistently underfunded the state Standards of Quality and other state accountability programs. In the absence of increased state funding, VML opposes any efforts that would transfer to the state additional local funding that localities choose to provide to school divisions. Such local funds exceed the amounts the state requires for SOQ and other state-local match programs.

Other legislative positions

First Day Introduction for Bills with Local Fiscal Impact

VML supports reinserting the requirement for first day introduction of bills with a local fiscal impact in the procedural resolution that governs the conduct of the General Assembly session. This recommendation was supported in the last session by the Governor's Task Force for Local Government Mandate Review and the Task Force for Fiscal Impact Review. The intent is to provide local governments more time to assess the fiscal impact of proposed legislation. During the 2014 session, delegates and senators had ten days after the start of the session to introduce legislation, leaving local governments with roughly three weeks to review bills, notify the Commission on Local Government about potential fiscal impacts and to lobby.

Fines and Costs Collections by Treasurers

VML seeks the repeal of language in the 2014 Appropriation Act that effectively bars local Treasurers from collecting delinquent fines and costs. Commonwealth's Attorneys should have the option to choose the most efficient and effective collection agent regardless of whether the agent is a public or private entity. VML does not support efforts to monopolize collection services.

Local Fines and Fees

VML supports a budget amendment to end state confiscation of local fines, fees and forfeitures. At the very least, the General Assembly should reform the policies and procedures associated with the Commonwealth's claims on these local dollars based on ideas introduced in the 2014 legislative session that adjusted court procedures to promote efficiencies, that narrowed the number of affected localities and that reduced the dollar amounts taken by the state.

Water Quality Funding

Virginia's local governments face mounting costs for water quality improvements for sewage treatment plants, urban stormwater, combined sewer overflows (CSOs), and sanitary sewer overflows (SSOs). In response to federal and state legislation, regulation and policies, VML urges the federal government and the Commonwealth to provide adequate funding for these water quality improvements.

Taxing, Licensing and Regulating Internet-based Businesses & Services

If the Commonwealth should take action to regulate private enterprises employing a business model that emphasizes the use of the Internet to either provide retail or facilitate lodging or ride-sharing services, then local government interests should be acknowledged and localities should be included in the decision-making. As general principles, VML believes state and local policies should (1) encourage a level playing field for competing services in the market place; (2) seek to preserve and/or replace local and state tax revenues; and (3) ensure safety and reliability for consumers.

Workers Compensation – Medical Costs

Virginia should adopt Medicare-based fee schedules for setting medical provider fees in workers' compensation cases, instead of the prevailing community rate standard now used. This will make providing workers' compensation coverage more affordable and will adequately protect the financial interests of the medical providers of Virginia.

Transportation Networking Companies

VML supports the continued option of the regulation of taxi companies at the local level. VML supports state regulation of ride-sharing companies as needed to ensure proper safety, liability, cleanliness, insurance coverage, local revenue, consideration of ADA access, and equitable service in communities.

Municipal Net Metering

To facilitate the deployment of onsite renewable for municipal facilities VML supports (1) allowing local governments to aggregate the electric load of their governmental buildings, facilities, and any other governmental operations for the purpose of net energy metering; and (2) raising the net-metering limit from 500 kilowatts to 2,000 kilowatts for non-residential customers.

Hydraulic fracturing petroleum extraction

The process of hydraulic fracturing raises concerns about the potential pollution of groundwater, the depletion of water supplies and an increase in seismic activity in previously benign or inactive zones. The consequences potentially are costly and irreversible to local communities. VML supports a state regulatory program that addresses these concerns while protecting the authority of local governments to regulate this type of mining activity through its land use ordinances.

VML Executive Committee

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President-Elect – Mayor Ron Rordam, Blacksburg

Vice President – Mayor Robert K. Coiner, Gordonsville

At-large – Vice Mayor Edythe Kelleher, Vienna

At-large – Board Vice Chair Mary Hynes, Arlington

At-large – Vice Mayor Ceasor Johnson, Lynchburg

At-large – Council Member Katie Hammler, Leesburg

At-large – Council Member Patricia Woodbury, Newport News

At-large – Mayor Mimi Elrod, Lexington

Town Section Chair – Council Member Faye Prichard, Ashland

City Section Chair – Councilor Christina Luman-Bailey, Hopewell

Urban Section Chair – Council Member Anita James Price,
Roanoke

Immediate Past President – Mayor David P. Helms, Marion

VML Legislative Committee

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(Urban Section)

Vice Chair: Council Member Ophie Kier, Staunton (City Section)

Urban Section

Council Member Larry Campbell, Danville

Council Member John Chapman, Alexandria

Mayor Satyendra Huja, Charlottesville

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Council Member Gene Teague, Martinsville

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Town Section

Mayor Don Harris, Bluefield

Mayor Tim Taylor, Strasburg

Council Member Sheila Olem, Herndon

Vice Mayor Cathy Lowe, Abingdon

Mayor Edward Owens, South Boston

Mayor James Hudson III, West Point



Street maintenance
Public health
Neighborhood preservation
Recycling
Animal shelters
Cable television franchises
Sidewalks
Voter registration
Child protective services
Courts
Zoning enforcement
Farmers' markets
Engineering
Consumer protection
Green Government
Street sweeping
Social services
Industrial development
Paratransit
Fire marshal
Electric utilities
Comprehensive planning
Senior citizen programs
Community development
Main Streets
Kindergarten
Elections administration
Adult protective services
Welfare administration
Juvenile detention
County fairs
Natural gas utilities
Airports
Citizen boards and commissions

About VML

The Virginia Municipal League is a statewide, nonprofit, nonpartisan association of city, town and county governments established in 1905 to improve and assist local governments through legislative advocacy, research, education and other services. The membership includes all 38 cities in the state, 160 towns and 8 counties.



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Richmond, VA 23241

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e-mail@vml.org
www.vml.org



2015 Legislative Proposals for Consideration
Virginia First Cities
For Discussion October 5, 2014

Economic and Community Development

Enterprise Zones Funding

Due to the state budget shortfall, \$2 million per year was cut from this successful business development program targeting distressed communities. The Department of Housing and Community Development's (DHCD) latest report for grant year 2013 showed that approximately 10% proration was required for businesses participating in the program – *and this was before the \$2 million reduction*. This means businesses counting on a return on their investment were shorted 10% of what they were promised. As we have heard before, this reduces the incentive power of the program. Distressed communities rely on Enterprise Zones as a tool for business attraction and redevelopment in their locales. VFC requests restoration of these important economic development grant dollars.

Community Empowerment and Wealth Building Fund

VFC requests state funding for a pilot state-local match program intended to increase employment and wealth in high poverty areas. Several localities, such as Richmond, Norfolk, and Charlottesville, have developed comprehensive poverty reduction strategies that tie together multiple, complementary initiatives in workforce development, economic development, education, housing and transportation. Such strategies aim to harness local resources (public, private, and nonprofit) into effective, high-impact plans to extend opportunities and reduce social and economic isolation. The Community Empowerment and Wealth Building Fund would provide an incentive to Virginia localities to leverage state and private sector dollars to develop comprehensive plans aimed at reducing poverty and extending more and higher quality opportunities to residents of high-poverty communities.

Brownfields Funding

VFC requests \$1 million to restore Brownfields Assessment Grants. VFC was successful in 2011 in obtaining \$1 million GF for the Brownfields Restoration Fund to encourage economic development of properties out of use due to perceived contamination or other environmental problems. Due to high demand in a number of localities, the state fund is depleted. The previous appropriation was leveraged with private, local and federal funds to assess and encourage the restoration of land, parcels and buildings to usefulness. This work primes the properties for marketing to new economic development prospects.

Eliminate the Education Achievement Gap

Extended Year Schools Funding Planning and Implementation Grants

Requests for state extended school year planning grants and start-up funding has been greater than expected. VFC requested funding last session and \$3.4 million was appropriated over 2014-16 for planning grants and start-up funding. The current year appropriation of \$1.164 million was

fully subscribed. Grant requests for the current year exceeded \$2.4 million, leading to a proration of implementation grants based on prioritizing school systems demonstrating the greatest need. All planning grant requests (up to \$50,000) were fully funded. The Department of Education anticipates that additional resources will be needed for FY16 to fully fund requests without proration.

Give Schools Making Substantial Progress Extra Time to Achieve Full Accreditation

VFC proposes requesting that schools making substantial progress toward accreditation receive a special designation and extra time to accomplish the task of meeting these state achievement standards. VFC believes this would benefit students, teachers, parents, schools, localities and the business sector alike as full school accreditation is pursued. As struggling schools work to reach full accreditation, they face myriad challenges. Schools not fully accredited have three years to reach full accreditation or risk certain consequences. Localities with schools not fully accredited can have a wide ranging impact on all stakeholders: students, teachers, parents, school systems, neighborhoods, localities, citizens, the business community and the state. **Substantial progress toward achieving accreditation should be rewarded with encouragement toward further progress.** The esteem of a community is bolstered and businesses are better able to attract investment and jobs when they see progress being made in the struggling schools.

Quality Teacher Training for Hard to Staff Schools

VFC encourages expansion of the VCU - Richmond Teacher Residency Program model to other universities and localities. The VCU program is in its fifth year of training teachers to specifically work in some of Richmond's toughest schools. Based on the medical school model, it gives prospective teachers an entire year of teaching side-by-side with an established teacher. It then offers three more years of professional support to make sure the residents stay prepared, engaged and employed - which often doesn't happen with new teachers in urban settings. VFC wants to encourage expansion of this model for teacher training to other universities and target more schools in localities that have difficulty hiring well qualified teachers. VFC proposes working with Secretary of Education Ann Holton to determine what is necessary to expand this training program.

Virginia Pre-School Funding Hold Harmless

VFC supports full hold harmless funding in the FY 2014-16 biennial budget for VPI that ensures that no school system receives fewer pre-K slots than they had in the previous year. In FY 2015, VFC was able to get about one-third of the necessary funding for a hold harmless with FY 2014 slots. The FY 2016 VPI budget is currently funded for close to 100 percent of FY 2014 slots.

VFC also supports reallocating any balances available from FY15 for a state match to obtain and leverage the new four-year federal "Preschool Development Grant" program (deadline for the state application is October 15, 2014). This federal grant program (up to \$17.5 million per year) will target certain school districts (possibly Richmond, Norfolk, Petersburg and Winchester) for expansion of their pre-k programs through a parallel program to the Virginia Pre-school Initiative that enhances teacher quality, reduces class size, provides quality before and after care for children, etc. This could serve as a best practices model for improving the quality of pre-school programs statewide.

// A regular meeting of the Council of the City of Lynchburg was held on the 14th day of October, 2014, at 4:00 P.M. in the Council Chamber, City Hall, Michael Gillette, President, presiding. The following Members were present:

Present: Foster, Helgeson, Johnson, Nelson, Perrow, Tweedy, Gillette 7

Absent: 0

// City Planner Tom Martin introduced the two representatives from PlanningWorks; Michael Lauer and Michael Chandler. The purpose of this joint meeting with Council and Planning Commission is to summarize the Planning Commission's recommendations for revisions to the City's zoning ordinance. The presentation outlined proposed substantive changes that include new provisions or refinements to existing provisions. In addition to the changes, the revised zoning ordinance will be reorganized, illustrated and clarified as described in the 2012 Zoning Diagnostic Report. During the discussion several items were discussed at this joint meeting, including: Resource Conservation (RC); R-4/R-5 District Issues; B-1/B-2 Districts, B4-B6 Districts, Compatible Transition, Land Use Transitions, Measuring Height for Transitions, Setback between Intensive Uses and R-1, R-2, or R-3 (Single Family and Duplex) Districts, Household Size Definition, Accessory Dwellings, Household instead of Family, Proposed Accessory Dwelling Requirements, Detached Accessory Dwelling, and Temporary Family. Under each item there were proposed changes and discussion. Council and Planning Commission members stated that they would need another joint meeting to further discuss the proposed changes. The next joint meeting will be held on November 11, 2014, in the 2nd Floor Training Room with a time to be announced.

// On motion of Council Member Foster, seconded by Vice Mayor Johnson, Council by the following recorded vote elected to hold a closed meeting for discussion and consideration of the City Manager's performance, and for discussion and consideration of the disposition of publicly owned real property to a prospective business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the City, because discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the City, pursuant to Section 2.2-3711(A.)(1)(3) and (5) respectively, of the Code of Virginia (1950), as amended:

Ayes: Foster, Helgeson, Johnson, Nelson, Perrow, Tweedy, Gillette 7

Noes: 0

// The meeting was re-opened to the public.

// Council Member Foster made the following motion:

WHEREAS, the Council of the City of Lynchburg has convened a closed meeting on this date, pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by City Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Lynchburg certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open

meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by Council.

The Motion was seconded by Vice Mayor Johnson, and Council by the following recorded vote adopted the motion:

Present: Foster, Helgeson, Johnson, Nelson, Perrow, Tweedy, Gillette 7

Absent: 0

// City Council recessed the meeting at 7:00 p.m.

// City Council reconvened the meeting at 7:30 p.m.

The following Members were present:

Present: Foster, Helgeson, Johnson, Nelson, Perrow, Tweedy, Gillette 7

Absent: 0

Vice Mayor Johnson gave the Invocation, followed by the Pledge of Allegiance.

// Council Member Tweedy presented to the City of Lynchburg the 2014 VML Green Government Challenge award that the City received from Virginia Municipal League.

// Copies of the minutes of the September 23, 2014 meeting, having been previously furnished Council, reading was dispensed with, and on motion of Council Member Nelson, seconded by Council Member Perrow, Council by the following recorded vote approved the minutes as presented:

Ayes: Foster, Helgeson, Johnson, Nelson, Perrow, Tweedy, Gillette 7

Noes: 0

// Copies of the minutes of the September 29, 2014 meeting, having been previously furnished Council, reading was dispensed with, and on motion of Council Member Nelson, seconded by Council Member Perrow, Council by the following recorded vote approved the minutes as presented:

Ayes: Foster, Helgeson, Johnson, Nelson, Perrow, Tweedy, Gillette 7

Noes: 0

// In the matter of Police – General, Resolution #R-14-114 to amend the FY 2015 City/Federal/State Aid Fund budget and appropriating \$11,827 with resources of \$7,500 from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment match of \$3,750, and \$577 transferred from the FY 2015 General Fund Police Department budget to provide funds for speed enforcement activities, laid over from the September 23, 2014 meeting, was again presented and read, and on motion of Council Member Nelson, seconded by Council Member Perrow, Council by the following recorded vote adopted the Resolution:

Ayes: Foster, Helgeson, Johnson, Nelson, Perrow, Tweedy, Gillette 7

Noes: 0

// In the matter of Police – General, Resolution #R-14-115 to amend the FY 2015 City/Federal/State Aid Fund budget and appropriating \$33,733 with resources of \$16,866 from the Bulletproof Vest Partnership 2014 Grant Program and \$16,867 transferred from the FY 2015 General Fund Police Department (\$15,636) and Sheriff's Office (\$1,231) budgets to purchase 43 replacement bulletproof vests for law

enforcement officers, laid over from the September 23, 2014 meeting, was again presented and read, and on motion of Council Member Nelson, seconded by Council Member Perrow, Council by the following recorded vote adopted the Resolution:

Ayes: Foster, Helgeson, Johnson, Nelson, Perrow, Tweedy, Gillette 7

Noes: 0

// In the matter of Police – General, Resolution #R-14-116 to amend the FY 2015 City/Federal/State Aid Fund budget and appropriating \$40,951 with resources from the 2014 Edward Byrne Memorial Justice Assistance Grant (JAG) to purchase forensic computer software and hardware, map boards for field supervisor vehicles, an evidence refrigerator, impact munitions, a high capacity printer, and tasers, laid over from the September 23, 2014 meeting, was again presented and read, and on motion of Council Member Nelson, seconded by Council Member Perrow, Council by the following recorded vote adopted the Resolution:

Ayes: Foster, Helgeson, Johnson, Nelson, Perrow, Tweedy, Gillette 7

Noes: 0

// In the matter of Police – General, Resolution #R-14-117 to amend the FY 2015 City/Federal/State Aid Fund budget and appropriating \$51,509 with resources of \$32,809 from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment match of \$16,405, and \$2,295 transferred from the FY 2015 General Fund Police Department budget to provide selective DUI and occupant restraint enforcement activities, attend related training, and purchase equipment, laid over from the September 23, 2014 meeting, was again presented and read, and on motion of Council Member Nelson, seconded by Council Member Perrow, Council by the following recorded vote adopted the Resolution:

Ayes: Foster, Helgeson, Johnson, Nelson, Perrow, Tweedy, Gillette 7

Noes: 0

// In the matter of City Council, City Council Report #9 was considered. On motion of Council Member Nelson, seconded by Council Member Perrow, Council by the following recorded vote adopted as presented, the Physical Development Committee Guidelines:

Ayes: Foster, Helgeson, Johnson, Nelson, Perrow, Tweedy, Gillette 7

Noes: 0

// In the matter of Towing, City Council Report #10 was considered. On motion of Council Member Nelson, seconded by Council Member Perrow, Council by the following recorded vote adopted Resolution #R-14-118, as presented, to approve an extension of the City's Towing and Vehicle Recovery contract with Bee Line Transport, Inc. through October 31, 2015:

Ayes: Foster, Helgeson, Johnson, Nelson, Perrow, Tweedy, Gillette 7

Noes: 0

// In the matter of Community Development - Zoning, a public hearing was held regarding City Council Report #11 outlining the petition of Heritage United Methodist Church Trustees for a Conditional Use Permit (CUP) at 582 Leesville Road to allow a modified sign consisting of an approximately twenty-eight

and one-half (28.5) square foot sign with a digital reader board in an R-3, Medium Density, Two-Family Residential District. City Planner Tom Martin gave a summary of the request and stated that the Planning Commission recommended approval of the CUP petition. The representative for the petitioner, Trent Warner of Warner White Engineering Partners also asked for approval of the CUP. There was no one else present who wished to speak to this item, and the public hearing was closed. On motion of Council Member Helgeson, seconded by Council Member Nelson, Council by the following recorded vote adopted Resolution #R-14-119, as presented, granting the Conditional Use Permit:

Ayes: Foster, Helgeson, Johnson, Nelson, Perrow, Tweedy, Gillette 7

Noes: 0

// In the matter of Community Development - Zoning, a public hearing was held regarding City Council Report #12 outlining the petition of Liberty University for a Conditional Use Permit at 1971 University Boulevard and 751 Mountain View Road to allow fill within the 100-year floodplain. City Planner Tom Martin provided a summary of the request. The Planning Commission recommended approval of the CUP. The representative for the petitioner, Russ Orrison, with Perkins & Orrison asked Council for approval of the CUP. There was no one else present who wished to speak to this item, and the public hearing was closed. On motion of Council Member Helgeson, seconded by Council Member Nelson, Council by the following recorded vote adopted Resolution #R-14-120, as presented, granting the Conditional Use Permit:

Ayes: Foster, Helgeson, Johnson, Nelson, Perrow, Tweedy, Gillette 7

Noes: 0

// In the matter of Public Works – Street Vacation, a public hearing was held regarding City Council Report #13 on the petition of Mr. Robert Crocker to vacate a portion of right-of-way known as Range Street adjoining 2134 Old Forest Road, which is approximately sixty-seven thousandths (.067) of an acre. In particular, the portion of right-of-way starts approximately eighty-five (85) feet from the intersection of Old Forest Road and Range Street, is approximately sixteen (16) feet in width and extends for a length of approximately one hundred eighty-eight (188) feet.

Mayor Gillette stated that Items #13 and #14 were closely related and the two items could be discussed together but would be voted on separately.

City Planner Tom Martin gave background information on the property for Items #13 and #14. The first request was regarding vacating a portion of right-of-way known as Range Street. The petitioner, Robert Crocker, asked Council for approval. Two individuals spoke in opposition of the request stating that the street was narrow, increased traffic on the street and the street backed up into a residential neighborhood. There was no one else present who wished to speak to this item, and the public hearing was closed. On motion of Council Member Helgeson, seconded by Vice Mayor Johnson, Council by the following recorded vote denied the Ordinance to vacate a portion of right-of- way on Range Street:

Ayes: Foster, Helgeson, Johnson, Nelson, Perrow, Tweedy, Gillette 7

Noes: 0

// In the matter of Community Development - Zoning Amendments, a public hearing was held regarding City Council Report # 14 outlining the petition of Robert Crocker to rezone approximately three and two hundred forty-three thousandths (3.243) acres at 2134 Old Forest Road from B-3C, Community Business District (Conditional) to B-3C, Community Business District (Conditional) to amend existing proffers to allow the construction of a parking area, an increase in the number of seats in the existing restaurant to fifty (50) and to increase the number of seats in the banquet facility to one hundred and one (101) at 2134 Old Forest Road. City Planner Tom Martin stated he had no additional information to add since Item #13 and #14 were previously discussed. Mr. Martin did state that proffers are voluntary conditions that developers and property owners enter into with local governments on land use applications. The Planning Commission recommended approving the expansion, though members expressed concerns that the petition was not in compliance with some City requirements. The petitioner, Robert Crocker, asked Council for approval on the rezoning of the property. Mr. Crocker stated that he needed the rezoning because he has outgrown his business and he would like to expand his business. One individual spoke in favor of the petition, saying that approving this petition would not increase traffic and would have more seating in the restaurant. Two individuals spoke in opposition to the petition because Range Street is a narrow street, increased traffic and too close to the surrounding neighborhood. Mr. Crocker had a rebuttal to clarify concerns from the neighbors. There was no one else present who wished to speak to this item, and the public hearing was closed.

After the discussion a motion was made by Council Member Helgeson, seconded by Council Member Perrow, to deny the rezoning petition. After further discussion, Council Member Tweedy made a substitute motion to postpone this item until all the information on the proffers could be done, seconded by Vice Mayor Johnson. Several Council Members stated that proffers and zoning requirements had been violated, the limited land was in too close proximity to the surrounding neighborhood and the business has outgrown its location. On motion of Council Member Tweedy, seconded by Vice Mayor Johnson, Council by the following recorded vote postponed this item until the proffers and zoning requirements are complete:

Ayes: Foster, Johnson, Nelson, Perrow, Tweedy

5

Noes: Helgeson, Gillette

2

// In the matter of Budget, a public hearing was held regarding City Council Report #15 amending the FY 2015 General, City/Federal/State Aid, Asset Forfeiture, Technology, Fleet, Water and Sewer Operating Budgets, as well as the City Capital and School Capital Fund Budgets to reflect the carry forward of appropriations for ongoing activities not expended in FY 2014, and to appropriate funds for necessary expenditures since the FY 2015 budget was adopted. Director of Financial Services Donna Witt reviewed the First Quarter Adjustments in the FY 2015 Adopted Budget and the FY 2015 First Quarter Adjustment Details. There was no one else present who wished to speak to this item, and the public hearing was closed. On motion of Council Member Perrow, seconded by Council Member Helgeson, Council by the following recorded vote adopted Resolution #R-14-121, as presented, amending the FY 2015 General,

City/Federal/State Aid, Asset Forfeiture, Technology, Fleet, Water and Sewer Operating Budgets, as well as the City Capital and School Capital Fund Budgets to reflect the carry forward of appropriations for ongoing activities not expended in FY 2014, and to appropriate funds for necessary expenditures since the FY 2015 budget was adopted:

Ayes: Foster, Helgeson, Johnson, Nelson, Perrow, Tweedy, Gillette 7

Noes: 0

// In the matter of Library – General, City Council Report #16 was considered. On motion of Council Member Nelson, seconded by Vice Mayor Johnson, Council by the following recorded vote adopted Resolution #R-14-122, as presented, for the addition at the Lynchburg Main Library to be named the “Lynn Dodge Story Time Room”:

Ayes: Foster, Helgeson, Johnson, Nelson, Perrow, Tweedy, Gillette 7

Noes: 0

// The meeting was adjourned at 9:55 P.M.

Clerk of Council

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **October 28, 2014**

AGENDA ITEM NO.: 7

CONSENT: REGULAR: **X**

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION: **X**

INFORMATION:

ITEM TITLE: **Transportation Alternatives Program (TAP) Application for Sidewalks on Nationwide Dr.**

RECOMMENDATION:

Adopt a resolution to approve the submittal of an application for Transportation Alternatives Program (TAP) funding through VDOT for construction of a sidewalk on one side of Nationwide Dr.

SUMMARY:

There have been numerous requests for sidewalks along Nationwide Dr. This application requests 80% federal reimbursement through the Transportation Alternatives Program to construct this sidewalk. Design is under way and should be complete prior to receiving the funding authorization next October.

A public meeting was held on October 9th at the offices of Wiley & Wilson to inform the businesses and the public of the grant application as well as discuss the property owners funding the local match. At the October 14th Physical Development Committee (PDC) meeting, the PDC recommended the property owners be required to fund at least half of the local match before the City would accept this grant award.

Cost estimate is \$350,000; a \$70,000 local match is required.

PRIOR ACTION(S):

October 14, 2014 Physical Development Committee

October 28, 2014 Finance Committee

FISCAL IMPACT:

The grant requires a 20% local match; staff is in discussions with the property owners to determine funding.

CONTACT(S):

Kelly Hitchcock, Region 2000 Local Government Council, 434-845-5678 ext. 218

Lee Newland, City Engineer, 455-3947

Don DeBerry, City Traffic Engineer, 455-3935

Gaynelle Hart, Public Works Director, 455-4469

ATTACHMENT(S):

Resolution

REVIEWED BY: lkp

**ENDORSEMENT RESOLUTION
FOR THE SUBMITTAL TO THE
VIRGINIA DEPARTMENT OF TRANSPORTATION
FY 2015-2016 TRANSPORTATION ALTERNATIVES PROGRAM**

Whereas, in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a resolution be received from the project sponsoring jurisdiction requesting the Virginia Department of Transportation to establish a Transportation Alternatives project in the City of Lynchburg.

Now, Therefore, Be It Resolved, that the City of Lynchburg, requests the Commonwealth Transportation Board to establish the Nationwide Drive Sidewalk project. The project will construct approximately 2,300 feet of new sidewalk providing safe pedestrian movement for the employees and visitors to the businesses, including medical practices, located along Nationwide Drive.

Be It Further Resolved, that the City of Lynchburg hereby agrees to provide a minimum 20 percent financial match contribution for this project.

Be It Further Resolved, that the City of Lynchburg hereby agrees to enter into a project administration agreement with the Virginia Department of Transportation and provide the necessary oversight to ensure the project is developed in accordance with all state and federal requirements for design, right of way acquisition, and construction of a federally funded transportation project.

Be It Further Resolved, that the City of Lynchburg will be responsible for maintenance and operating costs of any facility constructed with the Transportation Alternatives Program funds unless other arrangements have been made with the Department.

Be It Further Resolved, that if the City of Lynchburg subsequently elects to cancel this project the City of Lynchburg hereby agrees to reimburse the Virginia Department of Transportation for the total amount of costs expended by the Department through the date the Department is notified of such cancellation. The City of Lynchburg also agrees to repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration.

Adopted this _____ day of _____, 2014, City of Lynchburg, Virginia.

Certified: _____
Clerk of Council

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **October 28, 2014**

AGENDA ITEM NO.: 8

CONSENT:

REGULAR: X

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION: X

INFORMATION:

ITEM TITLE: **USDA Farmers' Market Promotion Program Grant Application**

RECOMMENDATION:

Adopt a resolution to amend the FY 2015 General Fund, Parks and Recreation, Recreation Programs budget and appropriate \$81,298 with resources from the United States Department of Agriculture, Farmers' Market Promotion Grant to address food desert challenges in the city and to promote agriculture in the Region 2000 area.

SUMMARY:

The Parks and Recreation Department applied for and received \$81,298 in funding through a USDA Farmers' Market Promotion Program grant.

Funds from the grant will be used to: conduct outreach and educational programming, increase redemption rates through the Supplemental Nutrition Assistance Program at the Lynchburg Community Market, and expand promotion of the Lynchburg Community Market through an "Eat Local Lynchburg" campaign to increase sales of local food in the community. The grant benefits those trying to access affordable, healthy food while supporting local farmers, ultimately improving the overall health and wellness of the community.

The project is supported and implemented with the help of local organizations including Virginia Cooperative Extension, Lynchburg Area Food Council, Friends of the Lynchburg Community Market, Virginia Department of Health, and Region 2000 Local Government Council.

No local match is required for the grant; therefore, no City funds are needed.

PRIOR ACTION(S):

June 24, 2014 Finance Committee

October 28, 2014 Finance Committee

FISCAL IMPACT:

None, no local match is required.

CONTACT(S):

Kay Frazier, Director of Parks and Recreation, 455-5868

Ashley Kershner, Development and Marketing, Parks and Recreation, 455-5889

ATTACHMENT(S):

Resolution

REVIEWED BY: lkp

Resolution

BE IT RESOLVED that the FY 2015 General Fund, Parks and Recreation, Recreation Programs budget is amended and \$81,298 is appropriated with resources from the United States Department of Agriculture, Farmers' Market Promotion Grant to address food desert challenges in the city and to promote agriculture in the Region 2000 area.

Introduced:

Adopted:

Certified:

Clerk of Council

142K