FINANCE COMMITTEE AGENDA

Tuesday, September 27, 2016
11:30 a.m. – Bidder's Room**

GENERAL BUSINESS

11:30 a.m.

1. Approval of the Draft Finance Committee Meeting Notes from August 9, 2016

   Contact: Donna Witt, Director of Financial Services 455-3968

11:35 a.m.

2. Report on the General Fund Reserve for Contingencies

   Contact: Donna Witt, Director of Financial Services 455-3968

11:40 a.m.

3. Consider a request to adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget to appropriate $448,770 with resources from the FY 2017 Office on Violence Against Women – Improving Criminal Justice Response Program, also known as Arrest Program, to enhance the criminal justice response to sexual assault, domestic violence, dating violence, stalking, and protective order process.

   Contact: Donna Nash, Office of Commonwealth's Attorney 455-3770

11:45 a.m.

4. Adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $63,942 with resources of $42,628 from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment match of $18,537 and $2,777 transferred from the FY 2017 General Fund Police Department budget to provide selective DUI and occupant restraint enforcement activities, attend related training and purchase equipment.

   Contact: Chief Raul Diaz, Police Department 455-6104

11:50 a.m.

5. Adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $21,000 with resources of $14,000 from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment match of $5,929 and $1,071 transferred from the FY 2017 General Fund Police Department budget to provide funds for speed enforcement activities.

   Contact: Chief Raul Diaz, Police Department 455-6104

11:55 a.m.

6. Adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $43,797 with resources from an Edward Byrne Memorial Justice Assistance Grant (JAG) to purchase law enforcement equipment for the Lynchburg Police Department, Lynchburg Sheriff's Office and the Office of the Commonwealth's Attorney.

   Contact: Chief Raul Diaz, Police Department 455-6104

12:00 p.m.

7. Adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $49,459.20 with resources of $24,729.60 from the Bulletproof Vest Partnership 2016 Grant Program and $24,729.60 transferred from the FY 2017 General Fund Police Department

($20,865.60) and Sheriff's Office ($3,864) budgets to purchase 64 replacement bulletproof vests for law enforcement officers.

Contact: Chief Raul Diaz, Police Department 455-6104

12:05 p.m.

8. Adopt a resolution to amend the FY 2017 City Capital Projects Fund budget and appropriate $510,000 with resources from a Highway Safety Improvement Program grant to install pedestrian and signal improvements along Rivermont Avenue from Bedford Avenue to Link Road.

Contact: Gaynelle Hart, Director of Public Works 455-4406

12:10 p.m.

9. Adopt a resolution to amend the FY 2017 City Capital Projects Fund budget and appropriate $168,244 with resources from a Virginia Department of Transportation (VDOT) Transportation Alternatives Program grant to install sidewalk in the Dearington neighborhood.

Contact: Gaynelle Hart, Director of Public Works 455-4406

12:15 p.m.

10. Investment Summary.

Contact: Donna Witt, Director of Financial Services 455-3968

12:20 p.m.

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

Contact: Donna Witt, Director of Financial Services 455-3968

12:25 p.m.

12. Roll Call

The next Finance Committee meeting is Tuesday, October 25, 2016, at 11:30 a.m.

*****Please note the Finance Committee has been moved back to the Bidder's Room on 3rd Floor, City Hall.***

FINANCE COMMITTEE NOTES-- DRAFT
Tuesday, August 9, 2016

GENERAL BUSINESS

Meeting commenced at 11:30 a.m.

ATTENDEES
Committee Members: *Councilmember Jeff S. Helgeson, Chairman; Councilmember Randy Nelson; Councilmember Mary Jane Dolan, Mayor Joan Foster, Ex-Officio*
Others: *Bonnie Svrcek, City Manager; Margaret Schmitt, Interim Deputy City Manager; Donna Witt, Director of Financial Services, Rhonda Allbeck, Assistant Director of Financial Services*

1. Approval of the Draft Finance Committee Meeting Notes from July 12, 2016

   The Finance Committee meeting notes for July 12, 2016 were unanimously approved as submitted.

2. Report on the General Fund Reserve for Contingencies

   Donna Witt reported one new item was being introduced: $52,545 for Case Management Software System for the Office of Commonwealth's Attorney. If approved, the balance of the FY 2017 General Fund Reserve for Contingencies is $1,147,455.

3. Consider a request to adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget to appropriate $133,078 with resources from the FY 2017 Victim Witness Grant Program to meet the direct victim assistance service needs of the community.

   The Committee unanimously approved this item. This item will be considered by City Council at tonight's meeting, August 10, 2016.

4. Consider a request to adopt a resolution to amend the FY 2017 General Fund budget and appropriate $52,545 with resources from the General Fund Reserve for Contingencies to support the purchase of a new prosecution case management system.

   The Committee unanimously approved this item. This item will be considered by City Council at tonight's meeting, August 10, 2016.

5. Direct staff to amend the attached Performance Agreement with Golden Mile, LLC based on the attached key elements and bring to City Council for consideration at its Work Session on September 13, 2016.

   Golden Mile LLC attorney made a presentation regarding the developer's new proposal. Extensive discussion was held regarding the proposal and the changes from the developer's original proposal. Approval was given for this item to be discussed at the September 13, 2016 Council Work Session.

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

   Donna Witt presented the latest revenues through the month of May. She noted May collections were on target with projections.

7. Roll Call

   There were no items for roll call.

Meeting adjourned at 1:30 p.m.

The next Finance Committee meeting is Tuesday, September 27, 2016, at 11:30 a.m.

AGENDA ITEM NO.: 2

FY 2017 GENERAL FUND RESERVE FOR CONTINGENCIES

	Reserve for Contingencies	City Manager's Discretionary Funding
BEGINNING BALANCE, JULY 1, 2016	$1,150,000	$50,000
Carryforward to FY 2017 Reserve for Contingencies - 05/24/16 Council Meeting	0	
BALANCE	**$1,150,000**	**$50,000**
APPROPRIATIONS (Second Reading)		
Case Management Software System- Office of Commonwealth's Attorney - 08/09/16 Council Meeting	$52,545	
TOTAL APPROPRIATIONS	**$52,545**	**$0**
REMAINING BALANCE	**$1,097,455**	**$50,000**
ITEMS INTRODUCED		
TOTAL INTRODUCED ITEMS	**$0**	**$0**
REMAINING BALANCE	**$1,097,455**	**$50,000**
PENDING ITEMS		
TOTAL PENDING ITEMS	**$0**	**$0**
PROJECTED BALANCE	**$1,097,455**	**$50,000**

September 2016

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 27, 2016** AGENDA ITEM #: **3**

CONSENT: REGULAR: **X** WORK SESSION: CLOSED SESSION:
ACTION: **X** INFORMATION: (Confidential)

ITEM TITLE: Improving Criminal Justice Responses Grant Program

Strategic Pillar(s) Impacted:

___Arts & Culture	___Citizen Engagement & Social Capital	___Economic Development	___Healthy & Active Living
___Infrastructure	___Land Use	___Lifelong Learning	___Natural Resources
___Neighborhoods	_X_Safe Community	___Social Equity	___Transportation
			___Administrative

RECOMMENDATION: Adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget to appropriate $448,770 with resources from the FY 2017 Office on Violence Against Women – Improving Criminal Justice Response Program, also known as Arrest Program, to enhance the criminal justice response to sexual assault, domestic violence, dating violence, stalking, and protective order process.

SUMMARY: The Commonwealth's Attorney's Office, was awarded $448,770 in FY 2017 Improving Criminal Justice Responses Program for the period of 10/1/2016 to 9/30/19. The Office of the Commonwealth's Attorney is requesting approval to appropriate $448,770 towards the following criminal justice responses and victim services:

- hire a part-time Community Safety Investigator
- hire a part-time Domestic/Dating Violence Prosecutor
- hire a consultant for the Domestic Abuse Coordinated Community Response Team
- in partnership with the YWCA Domestic Violence Prevention Center and Sexual Assault Response Program, place a full-time community advocate within the Lynchburg Juvenile and Domestic Relations District Court to assist victims with the protective order process
- training for new and seasoned staff members
- computers and equipment for newly hired staff

Staff hired within FY 2017 will be informed that the renewal of the position will be based on the amount of grant monies available. At the conclusion of the grant award period or September 30, 2019, there is an opportunity to apply for continuation of these funds for 36 months or to 10/1/19 to 9/30/22.

PRIOR ACTION(S):
September 27, 2016 Finance Committee

FISCAL IMPACT: No local impact

CONTACT(S):
Michael Doucette, Commonwealth's Attorney, 455-3762
Donna Nash, Office/Grants Administer, Office of the Commonwealth's Attorney, 455-3770

ATTACHMENT(S):
Resolution
Copy of the FY2017 U.S. Department of Justice, Office on Violence Against Women Award

REVIEWED BY: bms

RESOLUTION:
BE IT RESOLVED that the FY 2017 City/Federal/State Aid Fund budget is amended and $448,770 is appropriated with resources from the FY 2017 Office on Violence Against Women -- Improving Criminal Justice Response Program to meet the needs of the community regarding criminal justice responses and victim services.

Introduced: Adopted:

Certified: ______________________________
Clerk of Council

U.S. Department of Justice

Office on Violence Against Women

September 13, 2016

Washington, D.C. 20531

Mr. L. Kimball Payne III
City of Lynchburg
900 Church Street
Lynchburg, VA 24504

Dear Mr. Payne:

On behalf of Attorney General Loretta Lynch, it is my pleasure to inform you that the Office on Violence Against Women has approved your application for funding under the Improving Criminal Justice Responses Program in the amount of $448,770 for City of Lynchburg. The Improving Criminal Justice Responses Program is designed to encourage partnerships between state, local, and tribal governments; courts; victim service providers; coalitions; and rape crisis centers to ensure that sexual assault, domestic violence, dating violence, and stalking are treated as serious violations of criminal law.

Enclosed you will find the award package. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact Tya Johnson at (202) 514-8680. For financial grants management questions, contact the OVW Grants Financial Management Division at (202) 514-8556, or by e-mail at ovw.gfmd@usdoj.gov. For payment questions, contact the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or by email at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

Bea Hanson
Principal Deputy Director

Enclosures

OFFICE FOR CIVIL RIGHTS

Office of Justice Programs

U.S. Department of Justice

810 7th Street, NW
Washington, DC 20531

Tel: (202) 307-0690
TTY: (202) 307-2027
E-mail: askOCR@usdoj.gov
Website: www.ojp.usdoj.gov/ocr

September 13, 2016

Mr. L. Kimball Payne III
City of Lynchburg
900 Church Street
Lynchburg, VA 24504

Dear Mr. Payne:

Congratulations on your recent award. In establishing financial assistance programs, Congress linked the receipt of federal funding to compliance with federal civil rights laws. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) is responsible for ensuring that recipients of financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) comply with the applicable federal civil rights laws. We at the OCR are available to help you and your organization meet the civil rights requirements that come with DOJ funding.

Ensuring Access to Federally Assisted Programs

Federal laws that apply to recipients of financial assistance from the DOJ prohibit discrimination on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in employment but also in the delivery of services or benefits. A federal law also prohibits recipients from discriminating on the basis of age in the delivery of services or benefits.

In March of 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013. The statute amends the Violence Against Women Act of 1994 (VAWA) by including a nondiscrimination grant condition that prohibits discrimination based on actual or perceived race, color, national origin, religion, sex, disability, sexual orientation, or gender identity. The new nondiscrimination grant condition applies to certain programs funded after October 1, 2013. The OCR and the OVW have developed answers to some frequently asked questions about this provision to assist recipients of VAWA funds to understand their obligations. The Frequently Asked Questions are available at http://ojp.gov/about/ocr/vawafaqs.htm.

Enforcing Civil Rights Laws

All recipients of federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to prohibitions against unlawful discrimination. Accordingly, the OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, the OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal opportunity standards.

Providing Services to Limited English Proficiency (LEP) Individuals

In accordance with DOJ guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). See U.S. Department of Justice, Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 67 Fed. Reg. 41,455 (2002). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website http://www.lep.gov.

Ensuring Equal Treatment for Faith-Based Organizations

The DOJ regulation, Equal Treatment for Faith-Based Organizations, 28 C.F.R. pt. 38, requires State Administering Agencies (SAAs) to treat faith-based organizations the same as any other applicant or recipient. The regulation prohibits SAAs from making awards or grant administration decisions on the basis of an organization's religious character or affiliation, religious name, or the religious composition of its board of directors.

The regulation also prohibits faith-based organizations from using financial assistance from the DOJ to fund inherently (or explicitly) religious activities. While faith-based organizations can engage in non-funded inherently religious activities, they must hold them separately from the program funded by the DOJ, and recipients cannot compel beneficiaries to participate in them. The Equal Treatment Regulation also makes clear that organizations participating in programs funded by the DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. For more information on the regulation, please see the OCR's website at http://www.ojp.usdoj.gov/about/ocr/equal_fbo.htm.

SAAs and faith-based organizations should also note that the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, as amended, 42 U.S.C. § 3789d(c); the Victims of Crime Act of 1984, as amended, 42 U.S.C. § 10604(e); the Juvenile Justice and Delinquency Prevention Act of 1974, as amended, 42 U.S.C. § 5672(b); and VAWA, Pub. L. No. 113-4, sec. 3(b)(4), 127 Stat. 54, 61-62 (to be codified at 42 U.S.C. § 13925(b)(13)) contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the DOJ has concluded that it may construe the Religious Freedom Restoration Act (RFRA) on a case-by-case basis to permit some faith-based organizations to receive DOJ funds while taking into account religion when hiring staff, even if the statute that authorizes the funding program generally forbids recipients from considering religion in employment decisions.
Please consult with the OCR if you have any questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment.

Using Arrest and Conviction Records in Making Employment Decisions

The OCR issued an advisory document for recipients on the proper use of arrest and conviction records in making hiring decisions. See Advisory for Recipients of Financial Assistance from the U.S. Department of Justice on the U.S. Equal Employment Opportunity Commission's Enforcement Guidance: Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964 (June 2013), available at http://www.ojp.usdoj.gov//about/ocr/pdfs/UseofConviction_Advisory.pdf. Recipients should be mindful that the misuse of arrest or conviction records to screen either applicants for employment or employees for retention or promotion may have a disparate impact based on race or national origin, resulting in unlawful employment discrimination. In light of the Advisory, recipients should consult local counsel in reviewing their employment practices. If warranted, recipients should also incorporate an analysis of the use of arrest and conviction records in their Equal Employment Opportunity Plans (EEOPs) (see below).

Complying with the Safe Streets Act

An organization that is a recipient of financial assistance subject to the nondiscrimination provisions of the Safe Streets Act, must meet two obligations: (1) complying with the federal regulation pertaining to the development of an EEOP (see 28 C.F.R. pt. 42, subpt. E) and (2) submitting to the OCR findings of discrimination (see 28 C.F.R. §§ 42.204(c), .205(c)(5)).

Meeting the EEOP Requirement

If your organization has less than fifty employees or receives an award of less than $25,000 or is a nonprofit organization, a medical institution, an educational institution, or an Indian tribe, then it is exempt from the EEOP requirement. To claim the exemption, your organization must complete and submit Section A of the Certification Form, which is available online at http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf.

If your organization is a government agency or private business and receives an award of $25,000 or more, but less than $500,000, and has fifty or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare a Utilization Report (formerly called an EEOP Short Form), but it does not have to submit the report to the OCR for review. Instead, your organization has to maintain the Utilization Report on file and make it available for review on request. In addition, your organization has to complete Section B of the Certification Form and return it to the OCR. The Certification Form is available at http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf.

If your organization is a government agency or private business and has received an award for $500,000 or more and has fifty or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare a Utilization Report (formerly called an EEOP Short Form) and submit it to the OCR for review within sixty days from the date of this letter. For assistance in developing a Utilization Report, please consult the OCR's website at http://www.ojp.usdoj.gov/about/ocr/eeop.htm. In addition, your organization has to complete Section C of the Certification Form and return it to the OCR. The Certification Form is available at http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf.

To comply with the EEOP requirements, you may request technical assistance from an EEOP specialist at the OCR by telephone at (202) 307-0690, by TTY at (202) 307-2027, or by e-mail at EEOsubmisson@usdoj.gov.

Meeting the Requirement to Submit Findings of Discrimination

If in the three years prior to the date of the grant award, your organization has received an adverse finding of discrimination based on race, color, national origin, religion, or sex, after a due-process hearing, from a state or federal court or from a state or federal administrative agency, your organization must send a copy of the finding to the OCR.

Ensuring the Compliance of Subrecipients

SAAs must have standard assurances to notify subrecipients of their civil rights obligations, written procedures to address discrimination complaints filed against subrecipients, methods to monitor subrecipients' compliance with civil rights requirements, and a program to train subrecipients on applicable civil rights laws. In addition, SAAs must submit to the OCR every three years written Methods of Administration (MOA) that summarize the policies and procedures that they have implemented to ensure the civil rights compliance of subrecipients. For more information on the MOA requirement, see http://www.ojp.usdoj.gov/funding/other_requirements.htm.

If the OCR can assist you in any way in fulfilling your organization's civil rights responsibilities as a recipient of federal financial assistance, please contact us.

Sincerely,

Michael L. Alston

Michael L. Alston
Director

cc: Grant Manager
Financial Analyst

U.S. Department of Justice
Office on Violence Against Women

Grant

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) City of Lynchburg 900 Church Street Lynchburg, VA 24504	4. AWARD NUMBER: 2016-WE-AX-0020 5. PROJECT PERIOD: FROM 10/01/2016 TO 09/30/2019 BUDGET PERIOD: FROM 10/01/2016 TO 09/30/2019
2a. GRANTEE IRS/VENDOR NO. 546001405	6. AWARD DATE 09/13/2016 7. ACTION Initial
2b. GRANTEE DUNS NO. 010038073	8. SUPPLEMENT NUMBER 00
3. PROJECT TITLE Improving Lynchburg's Community wide Response to Sexual Assault, Domestic Violence, Dating Violence,Stalking, and Protective Order Process.	9. PREVIOUS AWARD AMOUNT $ 0 10. AMOUNT OF THIS AWARD $ 448,770 11. TOTAL AWARD $ 448,770

12. SPECIAL CONDITIONS

THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).

13. STATUTORY AUTHORITY FOR GRANT

This project is supported under 42 U.S.C. §§ 3796hh–3796hh-4 (OVW- Improving Criminal Justice Responses Program, also known as Arrest Program)

14 . CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number)

16.590 - Improving Criminal Justice Responses Grant Program also known as the Arrest Program

15. METHOD OF PAYMENT

GPRS

AGENCY APPROVAL	GRANTEE ACCEPTANCE
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Bea Hanson Principal Deputy Director	18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL L. Kimball Payne City Manager
17. SIGNATURE OF APPROVING OFFICIAL	19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL / 19A. DATE

AGENCY USE ONLY

20. ACCOUNTING CLASSIFICATION CODES

FISCAL YEAR	FUND CODE	BUD. ACT.	OFC.	DIV. REG.	SUB.	POMS	AMOUNT
X	A	W4	29	00	00		448770

21. W416D00051

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)

SPECIAL CONDITIONS

5. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

   The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

   Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide as posted on the OVW website.

6. OVW Training Guiding Principles

   The recipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OVW Training Guiding Principles for Grantees and Subgrantees, available at https://www.justice.gov/ovw/grantees.

7. Effect of failure to address audit issues

   The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

8. The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

9. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

   The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

10. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

    The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries. Part 38 of 28 C.F.R., a DOJ regulation, was amended effective May 4, 2016.

    Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

    The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at http://www.ecfr.gov/cgi-bin/ECFR?page=browse), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

SPECIAL CONDITIONS

14. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

PROJECT NUMBER 2016-WE-AX-0020 AWARD DATE 09/13/2016

SPECIAL CONDITIONS

24. Grant funds may be used only for the purposes in the recipient's approved application. The recipient shall not undertake any work or activities that are not described in the grant application, and that use staff, equipment, or other goods or services paid for with OVW grant funds, without prior written approval from OVW.

25. The Director of OVW, upon a finding that there has been substantial failure by the recipient to comply with applicable laws, regulations, and/or the terms and conditions of the award or relevant solicitation, will terminate or suspend until the Director is satisfied that there is no longer such failure, all or part of the award, in accordance with the provisions of 28 CFR Part 18, as applicable mutatis mutandis.

26. The grantee agrees to comply with the provisions of 42 U.S.C. 13925(b)(2), nondisclosure of confidential or private information, which includes creating and maintaining documentation of compliance, such as policies and procedures for release of victim information. The grantee also agrees to ensure that any subgrantees meet these requirements.

27. The grantee agrees to submit semiannual progress reports that describe project activities during the reporting period. Progress reports must be submitted within 30 days after the end of the reporting periods, which are January 1 - June 30 and July 1 - December 31 for the duration of the award. Future awards may be withheld if progress reports are delinquent. Grantees are required to submit this information online, through the Grants Management System (GMS), on the semi-annual progress report for the relevant OVW grant programs.

28. Under the Government Performance and Results Act (GPRA), VAWA 2000 and subsequent legislation, grantees are required to collect and maintain data that measure the effectiveness of their grant-funded activities. Accordingly, the grantee agrees to submit semi-annual electronic progress reports on program activities and program effectiveness measures. Grantees are required to collect the information that is included on the Measuring Effectiveness Progress Report for the OVW Program under which this award is funded.

29. A final report, which provides a summary of progress toward achieving the goals and objectives of the award, significant results, and any products developed under the award, is due 90 days after the end of the award. The Final Progress Report should be submitted to the Office on Violence Against Women through the Grants Management System with the Report Type indicated as "Final".

30. The recipient agrees that it will submit quarterly financial status reports to OVW on-line (at https://grants.ojp.usdoj.gov) using the SF 425 Federal Financial Report form (available for viewing at www.whitehouse.gov/omb/grants/standard_forms/ff_report.pdf), not later than 30 days after the end of each calendar quarter. The final report shall be submitted not later than 90 days following the end of the award period.

31. Funds allocated for OVW-sponsored technical assistance may not be used for any other purpose without prior approval by OVW. To request approval, grantees must submit a Program Office Approval Grant Adjustment Notice (GAN) via the Grants Management System (GMS). The grantee must include a copy of the event's brochure, curriculum and/or agenda, a description of the hosts or trainers, and an estimated breakdown of costs should be attached to the GAN. The GAN request must be submitted to OVW at least 20 days prior to registering for the event. Approval to attend non-OVW sponsored events will be considered on a case-by-case basis. This prior approval process also applies to requests for the use of OVW-designated technical assistance funds to pay a consultant or contractor not designated as an OVW technical assistance provider to develop and/or provide training and/or technical assistance.

32. The grantee agrees to attend and participate in OVW-sponsored technical assistance. Technical assistance includes, but is not limited to, national and regional conferences, audio conferences, webinars, peer-to peer consultations, and workshops conducted by OVW-designated technical assistance providers. All training will be coordinated by OVW-designated technical assistance providers.

SPECIAL CONDITIONS

39. Pursuant to 2 CFR §200.315(b), the recipient may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under this award. The Office on Violence Against Women reserves a royalty-free, nonexclusive and irrevocable right to reproduce, publish or otherwise use the work, in whole or in part (including in the creation of derivative works), for Federal purposes, and to authorize others to do so.

    The Office on Violence Against Women also reserves a royalty-free, nonexclusive and irrevocable right to reproduce publish or otherwise use, in whole or in part (including in the creation of derivative works), any work developed by a subrecipient of this award, for Federal purposes, and to authorize others to do so.

    In addition, the recipient (or subrecipient, contractor or subcontractor) must obtain advance written approval from the Office on Violence Against Women program manager assigned to this award, and must comply with all conditions specified by the program manager in connection with that approval, before: 1) using award funds to purchase ownership of, or a license to use, a copyrighted work; or 2) incorporating any copyrighted work, or portion thereof, into a new work developed under this award.

    It is the responsibility of the recipient (and of each subrecipient, contractor or subcontractor as applicable) to ensure that this condition is included in any subaward, contract or subcontract under this award.

40. The recipient agrees to comply with applicable requirements to report first-tier subawards of $25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients of award funds. Such data will be submitted to the FFATA Subaward Reporting System (FSRS). The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the Office on Violence Against Women web site at: http://www.ovw.usdoj.gov/docs/ffata-award-term.pdf (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here. This condition, and its reporting requirement, does not apply to grant awards made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own and/or operate in his or her name).

41. Pursuant to 42 USC 3796hh(d), the grantee understands that 5% of this award is being withheld and that it may not obligate, expend or drawdown that 5% unless, by the period ending on the date on which the next session of the State legislature ends, the State or unit of local government:

    (1) certifies that it has a law, policy, or regulation that requires -
    (A) the State or unit of local government at the request of a victim to administer to a defendant, against whom an information or indictment is presented for a crime in which by force or threat of force the perpetrator compels the victim to engage in sexual activity, testing for the immunodeficiency virus (HIV) not later than 48 hours after the date on which the information or indictment is presented and the defendant is in custody or has been served with the information or indictment;
    (B) as soon as practicable notification to the victim, or parent and guardian of the victim, and defendant of the testing results; and
    (C) follow-up tests for HIV as may be medically appropriate, and that as soon as practicable after each such test the results be made available in accordance with subparagraph (B).

    The "next session of the State legislature" means the next session after the date on which the application for this award was submitted.

    If the grantee submits a certification, a Grant Adjustment Notice (GAN) will be issued, and the funds will become available for drawdown. If, by the date on which the next session of the State legislature ends, the grantee is not in compliance with this provision, the withheld funds will be deobligated from the amount of funds awarded for this award period.

U.S. Department of Justice

Office on Violence Against Women

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Marnie Shiels, Attorney Advisor

Subject: Categorical Exclusion for City of Lynchburg

The Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Program (formerly known as the Grants to Encourage Arrest Program) implements certain provisions of the Violence Against Women Act, which was enacted in September 1994 as Title IV of the Violent Crime Control and Law Enforcement Act of 1994, and reauthorized in the Violence Against Women Acts of 2000, 2005, and 2013. The program enhances victim safety and offender accountability in cases of sexual assault, domestic violence, dating violence, and stalking by encouraging jurisdictions to implement pro-arrest policies as an effective intervention that is part of a coordinated community response. An integral component of the Improving Criminal Justice Responses Program is the creation and enhancement of collaborative partnerships between criminal justice agencies, victim services providers, and community organizations which respond to sexual assault, domestic violence, dating violence and stalking.

None of the following activities will be conducted under the OVW federal action:
1. New construction.
2. Any renovation or remodeling of a property either (a) listed on or eligible for listing on the National Register of Historic Places or (b) located within a 100-year floodplain.
3. A renovation which will change the basic prior use of a facility or significantly change its size.
4. Research and technology whose anticipated and future application could be expected to have an effect on the environment.
5. Implementation of a program involving the use of chemicals. Consequently, the subject federal action meets the criteria for a categorical exclusion as contained in paragraph 4.(b) of Appendix D to Part 61 of the Code of Federal Regulations (adopted by OVW at 28 CFR § 0.122(b)).

follows: 65.7% Caucasian, 28.5% African-American, 3.1% Asian, 3.3% Hispanic or Latino origin, 0.5% American Indian and Alaska Native, and 2.1% are persons with two or more races. The target population for this Improving Criminal Justice Responses program project will be victims of sexual assault, domestic violence, dating violence, stalking, and those entering the criminal justice and civil systems seeking safety and offender accountability and needed services.

The City of Lynchburg, in collaboration with the YWCA of Central Virginia -Domestic Violence Prevention Center and Sexual Assault Response Program, Lynchburg Police Department, Lynchburg Office of the Commonwealth Attorney, and the Lynchburg Juvenile and Domestic Relations District Court Services Center, will use this new award to: 1) improve and provide assistance to victims obtaining protective orders by strengthen legal/civil advocacy and support services to ensure accessibility all victims; and 2) improve investigation and evidence collection to enhance prosecution of sexual assault, domestic violence, dating violence, and stalking. Specifically, the City of Lynchburg will: 1) hire a Community Safety Officer and Domestic and Dating Violence Prosecutor while increasing outreach to the underserved communities of lesbian/gay/bisexual/transgender populations; 2) conduct officer training to ensure mandatory pro-arrest policies and enforcement of protective orders and to enhance the quality of the investigation throughout annual in-service trainings; 3) review and update existing interagency responses within the framework of the Coordinated Community Response Team to ensure current practices are effective and do not jeopardize the safety of victims by holding monthly meeting to assess best practices within the city of Lynchburg, develop outreach efforts to address gaps and barriers among underserved and culturally specific populations; and 4) coordinate cultural competency training for system responders and service providers by improve cultural competency among system responders to ensure sensitivity and understanding to all needs and cultures among all victim populations.

The timing for performance of this award is 36 months.

CA/NCF

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 27, 2016** AGENDA ITEM #: **4**

CONSENT: REGULAR: **X** WORK SESSION: CLOSED SESSION:
ACTION: **X** INFORMATION: (Confidential)

ITEM TITLE: Police Department Participation in the DMV Highway Safety Grant – Driving Under the Influence (DUI) Enforcement and Other Safety Related Activities

Strategic Pillar(s) Impacted:

___Arts & Culture	___Citizen Engagement & Social Capital	___Economic Development	___Healthy & Active Living
___Infrastructure	___Land Use	___Lifelong Learning	___Natural Resources
___Neighborhoods	_X_Safe Community	___Social Equity	___Transportation
			___Administrative

RECOMMENDATION: Adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $63,942 with resources of $42,628 from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment match of $18,537 and $2,777 transferred from the FY 2017 General Fund Police Department budget to provide selective DUI and occupant restraint enforcement activities, attend related training and purchase equipment.

SUMMARY: The Department of Motor Vehicles Highway Safety Program has awarded the City a $63,942 grant. The funds will be used for selective DUI and speed enforcement activities, to attend related training and to purchase equipment for DUI enforcement.

This grant excludes reimbursement of FICA (Medicare and Social Security) benefit costs associated with the allotted overtime; however, funding of $2,777 is available for transfer from the FY 2017 General Fund Police Department budget to cover this expense.

An in–kind match of $18,537 in police equipment and services is part of the grant agreement.

PRIOR ACTION(S):
September 27, 2016 Finance Committee

FISCAL IMPACT: The grant requires the Police Department to pay the FICA (Medicare and Social Security) benefits associated with the allotted overtime funds; $2,777 from the FY 2017 General Fund Police Department budget will be used to cover this expense.

CONTACT(S):
Chief R.M. Diaz, 455-6104
Captain R.S. Trent, 455-6182

ATTACHMENT(S):
Resolution

REVIEWED BY: bms

RESOLUTION:

BE IT RESOLVED that the FY 2017 City/Federal/State Aid Fund budget is amended and $63,942 is appropriated with resources of $42,628 from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment match of $18,537 and $2,777 transferred from the FY 2017 General Fund Police Department budget to provide selection DUI and occupant restraint enforcement activities, attend related training and purchase equipment.

Introduced: Adopted:

Certified: ______________________________
Clerk of Council

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 27, 2016** AGENDA ITEM #: **5**

CONSENT: REGULAR: **X** WORK SESSION: CLOSED SESSION:
ACTION: **X** INFORMATION: (Confidential)

ITEM TITLE: **Police Department Participation in the DMV Highway Safety Grant – Speed Enforcement**

Strategic Pillar(s) Impacted:

___Arts & Culture	___Citizen Engagement & Social Capital	___Economic Development	___Healthy & Active Living
___Infrastructure	___Land Use	___Lifelong Learning	___Natural Resources
___Neighborhoods	_**X**_Safe Community	___Social Equity	___Transportation
			___Administrative

RECOMMENDATION: Adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $21,000 with resources of $14,000 from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment match of $5,929 and $1,071 transferred from the FY 2017 General Fund Police Department budget to provide funds for speed enforcement activities.

SUMMARY: The Department of Motor Vehicles Highway Safety Program has awarded the City a $14,000 grant. The funds will be used for speed enforcement activities.

The grant excludes reimbursement of FICA (Medicare and Social Security) benefit costs associated with the allotted overtime; however, funding of $1,071 is available for transfer from the FY 2017 Police Department budget to cover this expense.

An in–kind match of $5,929 in police equipment and services is part of the grant agreement.

PRIOR ACTION(S):
September 27, 2017 Finance Committee

BUDGET IMPACT: The grant requires the Police Department to pay the FICA (Medicare and Social Security) benefits associated with the allotted overtime funds; $1,071 from the FY 2017 General Fund Police Department budget will be used to cover this expense.

CONTACT(S):
Chief R.M. Diaz, 455-6104
Captain M.L. Jamison, 455-6168

ATTACHMENT(S):
Resolution

REVIEWED BY: bms

RESOLUTION:
BE IT RESOLVED that the FY 2017 City/Federal/State Aid Fund budget is amended and $21,000 is appropriated with resources of $14,000 from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment match of $5,929 and $1,071 transferred from the FY 2017 General Fund Police Department budget to provide funds for speed enforcement activities.

Introduced: Adopted:

Certified: ___________________________
Clerk of Council

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 27, 2016** AGENDA ITEM #: **6**

CONSENT: REGULAR: **X** WORK SESSION: CLOSED SESSION: (Confidential)
ACTION: **X** INFORMATION:

ITEM TITLE: 2016 Edward Byrne Memorial Justice Assistance Grant (JAG)

Strategic Pillar(s) Impacted:

___Arts & Culture	___Citizen Engagement & Social Capital	___Economic Development	___Healthy & Active Living
___Infrastructure	___Land Use	___Lifelong Learning	___Natural Resources
___Neighborhoods	_X_Safe Community	___Social Equity	___Transportation
			___Administrative

RECOMMENDATION: Adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $43,797 with resources from an Edward Byrne Memorial Justice Assistance Grant (JAG) to purchase law enforcement equipment for the Lynchburg Police Department, Lynchburg Sheriff's Office and the Office of the Commonwealth's Attorney.

SUMMARY: The City of Lynchburg is eligible to receive $43,797 in Edward Byrne Memorial Justice Assistance Grant (JAG) funding. Funding will be utilized by the Lynchburg Police Department to purchase tourniquets to equip officers with additional first aid measures, to purchase two (2) money scanners with software for the Special Investigations Unit and Property and Evidence Unit to allow for a more efficient and effective way of tracking and counting money used in undercover operations, to purchase forensic software to enhance the Lynchburg Police Department's means of investigating and closing cases involving technology, and to purchase Surface computer systems for the Vice/Narcotics Unit to replace outdated laptops ($34,587). The Lynchburg Sheriff's Office will utilize funds to purchase thirty-one (31) pistol flashlights and holsters ($4,940). The Office of the Commonwealth's Attorney will utilize funds to purchase three (3) laptop computers ($4,270). Total equipment cost is $43,797, which is fully reimbursable by the grant. No local matching funds are required.

PRIOR ACTION(S):
September 27, 2016 Finance Committee;
June 14, 2016 Finance Committee – Approval of grant application submission;

FISCAL IMPACT: None, no local match is required

CONTACT(S):
Police Chief Raul Diaz, 455-6104
Captain R.S. Trent, 455-6182

ATTACHMENT(S):
Resolution

REVIEWED BY: bms

RESOLUTION:

BE IT RESOLVED that the FY 2017 City/Federal/State Aid Fund budget is amended and $43,797 is appropriated with resources from the 2016 Edward Byrne Memorial Justice Assistance Grant (JAG) to purchase law enforcement equipment for the Lynchburg Police Department, Lynchburg Sheriff's Office and the Office of the Commonwealth's Attorney.

Introduced: Adopted:

Certified: __________________________________
Clerk of Council

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 27, 2016** AGENDA ITEM #: **7**

CONSENT: REGULAR: **X** WORK SESSION: CLOSED SESSION:
ACTION: **X** INFORMATION: (Confidential)

ITEM TITLE: Police Bulletproof Vest Partnership 2016 Grant Funding

Strategic Pillar(s) Impacted:

___Arts & Culture	___Citizen Engagement & Social Capital	___Economic Development	___Healthy & Active Living
___Infrastructure	___Land Use	___Lifelong Learning	___Natural Resources
___Neighborhoods	_X_ Safe Community	___Social Equity	___Transportation
			___Administrative

RECOMMENDATION: Adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $49,459.20 with resources of $24,729.60 from the Bulletproof Vest Partnership 2016 Grant Program and $24,729.60 transferred from the FY 2017 General Fund Police Department ($20,865.60) and Sheriff's Office ($3,864) budgets to purchase 64 replacement bulletproof vests for law enforcement officers.

SUMMARY: Total vest replacement costs are $49,459.20. The grant requires a 50% local match; these funds are available in the FY 2017 General Fund Police Department and Sheriff's Office operating budgets.

PRIOR ACTION(S):
September 27, 2016 Finance Committee

FISCAL IMPACT: The required local match is budgeted in the FY 2017 General Fund Police Department and Sheriff's Office operating budgets; therefore, no additional funds are required.

CONTACT(S):
Chief R.M. Diaz, 455-6104
Captain R.S. Trent, 455-6182

ATTACHMENT(S):
Resolution

REVIEWED BY: bms

RESOLUTION:

BE IT RESOLVED that the FY 2017 City/Federal/State Aid Fund budget is amended and $49,459.20 is appropriated with resources of $24,729.60 from the Bulletproof Vest Partnership 2016 Grant Program and $24,729.60 transferred from the FY 2017 General Fund Police Department ($20,865.60) and Sheriff's Office ($3,864) budgets to purchase 64 replacement bulletproof vests for law enforcement officers.

Introduced: Adopted:

Certified: ______________________________

Clerk of Council

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 27, 2016** AGENDA ITEM #: **8**

CONSENT: REGULAR: **X** WORK SESSION: CLOSED SESSION:
ACTION: **X** INFORMATION: (Confidential)

ITEM TITLE: Highway Safety Improvement Program Grant Award for Pedestrian and Signal Improvements on Rivermont Avenue

Strategic Pillar(s) Impacted:

___Arts & Culture	___Citizen Engagement & Social Capital	___Economic Development	_X_Healthy & Active Living
_X_Infrastructure	___Land Use	___Lifelong Learning	___Natural Resources
_X_Neighborhoods	_X_Safe Community	___Social Equity	_X_Transportation
			___Administrative

RECOMMENDATION: Adopt a resolution to amend the FY 2017 City Capital Projects Fund budget and appropriate $510,000 with resources from a Highway Safety Improvement Program grant to install pedestrian and signal improvements along Rivermont Avenue from Bedford Avenue to Link Road.

SUMMARY: The City has been awarded $510,000 in federal funds for pedestrian and signal improvements along Rivermont Avenue from Bedford Avenue to Link Road. Staff is developing a scope of work and anticipates finalizing design by spring 2017.

The project is funded through the Highway Safety Improvement Program and is 100% reimbursable, requiring no local match.

PRIOR ACTION(S): September 12, 2016 Physical Development Committee (PDC)
September 27, 2016 Finance Committee

FISCAL IMPACT: The federal grant is 100% reimbursable; therefore, no local match is required.

CONTACT(S): Lee Newland, City Engineer, 455-3947
Maggie Cossman, City Transportation Engineer, 455-3935
Gaynelle Hart, Director of Public Works, 455-4406

ATTACHMENT(S): Resolution

REVIEWED BY: bms

RESOLUTION:
BE IT RESOLVED that the FY 2017 City Capital Project Fund budget is amended and $510,000 is appropriated with resources from a Highway Safety Improvement Program grant to install pedestrian and signal improvements along Rivermont Avenue from Bedford Avenue to Link Road.

Introduced: Adopted:

Certified: _______________________________
Clerk of Council

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 27, 2016** AGENDA ITEM #: **9**

CONSENT: REGULAR: **X** WORK SESSION: CLOSED SESSION: (Confidential)
ACTION: **X** INFORMATION:

ITEM TITLE: Virginia Department of Transportation (VDOT) Transportation Alternatives Program Grant Award for Dearington Neighborhood Sidewalk

Strategic Pillar(s) Impacted:

___Arts & Culture	___Citizen Engagement & Social Capital	___Economic Development	_X_Healthy & Active Living
_X_Infrastructure	___Land Use	___Lifelong Learning	___Natural Resources
_X_Neighborhoods	_X_Safe Community	___Social Equity	_X_Transportation
			___Administrative

RECOMMENDATION: Adopt a resolution to amend the FY 2017 City Capital Projects Fund budget and appropriate $168,244 with resources from a Virginia Department of Transportation (VDOT) Transportation Alternatives Program grant to install sidewalk in the Dearington neighborhood.

SUMMARY: In November 2015 an application was submitted to the Virginia Department of Transportation (VDOT) requesting funds to install sidewalk in the Dearington neighborhood under the Transportation Alternatives Program. The proposal was to complete the sidewalk route from Dearington Heights Apartments to the Dearington Elementary School, the neighborhood market, and the GLTC bus stop. This section of sidewalk was left out of the original Safe Routes to School project due to lack of funding. The scope of work includes safety measures such as ADA ramps and a crosswalk as well as storm drainage inlets. In September, the City was notified its grant application was approved.

The program uses federal pass-through funds. The cost estimate for the project is $210,305; $168,244 in grant funds with a required 20% local match of $42,061. Funds already appropriated in the General Street Improvement Project within the City Capital Projects Fund will be moved to this project to satisfy the match requirement; therefore, only the $168,244 of grant funds needs appropriation.

PRIOR ACTION(S): November 10, 2015 Physical Development Committee (PDC) and City Council
September 12, 2016 PDC
September 27, 2016 Finance Committee

FISCAL IMPACT: The required local match of $42,061 is already appropriated in the City Capital Projects Fund; therefore, only the grant funds of $168,244 need appropriation.

CONTACT(S): Lee Newland, City Engineer, 455-3947
Maggie Cossman, City Transportation Engineer, 455-3935
Gaynelle Hart, Director of Public Works, 455-4406

ATTACHMENT(S): Resolution

REVIEWED BY: bms

RESOLUTION:
BE IT RESOLVED that the FY 2017 City Capital Project Fund budget is amended and $168,244 is appropriated with resources from a Virginia Department of Transportation (VDOT) Transportation Alternatives Program grant to install sidewalk in the Dearington neighborhood.

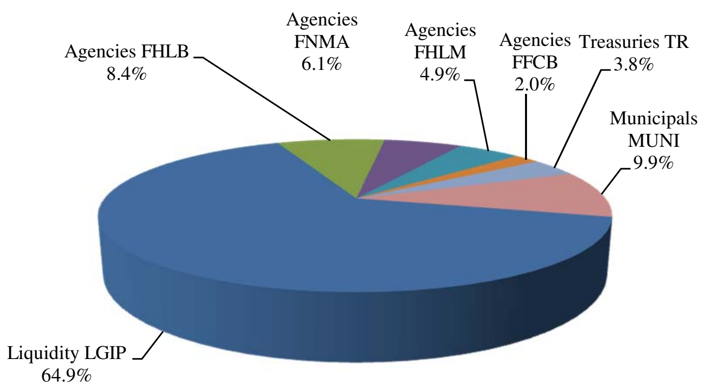
Introduced: Adopted:

Certified: ______________________________
Clerk of Council

Investment Summary

Quarterly Investment Review - 7/31/2016 City of Lynchburg

Current Holdings



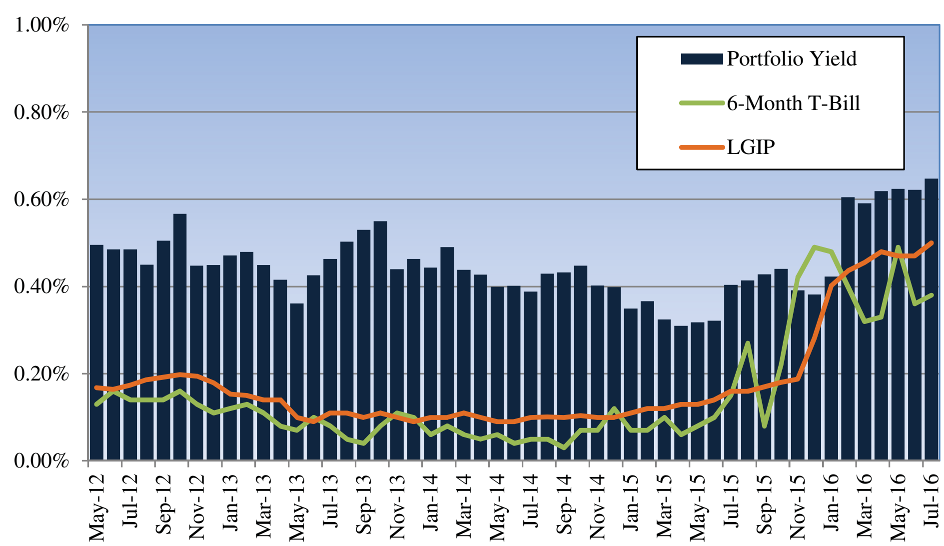
Portfolio Statistics

Total Investments	
This Quarter	75,057,288
Last Quarter	82,444,266
One Year Ago	71,860,651
Weighted Average Yield	
Portfolio	0.65%
Weighted Average Maturity (days)	
Excluding Liquidity (days)	272
Including Liquidity (days)	95

Comments

This quarter, the City made four purchases, totaling $4.95 million in new investments. Additionally, $8.10 million of the portfolio's securities matured during the quarter. The weighted average yield increased over the quarter, from 0.62% to 0.65%, while the average maturity of the portfolio (excluding liquidity) decreased by 14 days.

Portfolio Yield



STATE STREET & LGIP INVESTMENTS
BY SECURITY TYPE AND BANK
July 31, 2016

Type	Amount Invested	Investment Percentages	Target Investment %
SSGA	$2,277.36	0%	
Certificate of Deposits	0.00	0%	8%
FFCB	1,500,000.00	2%	10%
FHLB	6,300,000.00	8%	20%
FHLMC	3,700,000.00	5%	10%
FNMA	4,550,000.00	6%	10%
Subtotal Agencies	$16,050,000.00		
Treasuries	2,850,000.00	4%	10%
Commercial Paper	0.00	0%	8%
Bonds	7,420,000.00	10%	8%
INVESTED ST STREET	**$26,320,000.00**		
INVESTED LGIP	**$48,735,010.61**	**65%**	**16%**
		100%	**100%**
TOTAL INVESTED	**$75,057,287.97**		
(Includes SSGA & LGIP Funds)			

LGIP Funds	
1. General	13,143,119.16
School Operating	3,387,276.00
City Capital Projects	4,512,468.36
City Capital/VDOT Fnds	2,598,125.00
School Capital Projects	6,379,859.87
Technology	132,479.53
Regional Airport	1,001,860.39
Airport Debt Reserve	70,310.44
Airport Projects Grant	1,455,830.89
Self Insurance	1,334,191.75
Internal Services	1,532,894.25
Special Welfare	44,097.93
2. Water Operating	2,799,911.08
Water Capital	2,992,715.28
3. Sewer Operating	2,841,053.23
Sewer Capital	3,256,464.83
4. Stormwater Operating	251,744.49
Stormwater Capital Projects	1,000,000.00
5. PFC Fund	608.13
TOTAL LGIP	**$48,735,010.61**

BANK DISTRIBUTION

B B & T Capital Mkts	$1,200,000.00	5%
Baird & Company	6,000,000.00	23%
FTN Financial	1,000,000.00	4%
Raymond James	15,370,000.00	58%
SunTrust Capital Mkts	2,100,000.00	8%
Wells Fargo Securities	650,000.00	2%
INVESTED ST STREET	**$26,320,000.00**	**100%**
State Street (SSGA)	$2,277.36	
TOTAL INVESTED ST STREET	**$26,322,277.36**	

FINANCE COMMITTEE
Agenda Item Summary

MEETING DATE: **September 27, 2016**			AGENDA ITEM NO.: **11**
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 through June 2016 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 2015 – FY 2016

REVIEWED BY:

Comparison of Collections
Budget to Actual FY 2015 - FY 2016

SALES & USE TAX
ADOPTED FY 2016 BUDGET - $14,700,000

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Adopted FY 2016	Actual FY 2016	Actual FY 2016 to Adopted FY 2016	Actual FY 2016 to Actual FY 2015
JULY	$1,014,596	$996,646	$1,075,816	$1,131,485	$1,119,202	$1,207,589	$88,387	$76,104
AUGUST [1]	1,079,129	1,145,592	1,098,342	1,299,763	1,142,228	1,198,772	56,544	(100,991)
SEPTEMBER	1,100,698	1,117,209	1,083,199	1,204,336	1,191,262	1,269,930	78,668	65,594
OCTOBER	1,055,941	1,033,859	1,161,965	1,185,608	1,172,738	1,231,666	58,928	46,058
NOVEMBER	1,117,090	1,187,008	1,155,729	1,241,898	1,228,417	1,227,636	(781)	(14,262)
DECEMBER [2]	1,488,926	1,466,715	1,316,419	1,669,810	1,651,684	1,600,507	(51,177)	(69,303)
JANUARY	998,052	1,085,312	1,103,175	1,073,237	1,061,587	1,055,364	(6,223)	(17,873)
FEBRUARY	1,134,434	1,074,819	1,172,252	1,131,392	1,119,110	1,161,810	42,700	30,418
MARCH	1,196,149	1,138,611	1,217,930	1,282,807	1,268,882	1,323,375	54,493	40,568
APRIL	1,053,637	1,129,443	1,183,748	1,311,297	1,297,062	1,202,186	(94,876)	(109,111)
MAY	1,078,175	1,089,235	1,112,579	1,213,149	1,199,980	1,222,060	22,080	8,911
JUNE	1,124,148	1,125,297	1,161,140	1,261,544	1,247,848	1,294,236	46,388	32,692
TOTAL	**$13,440,975**	**$13,589,746**	**$13,842,294**	**$15,006,326**	**$14,700,000**	**$14,995,131**	**$295,131**	**($11,195)**

CONSUMER UTILITY TAX - ELECTRIC
ADOPTED FY 2016 BUDGET - $3,790,000

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Adopted FY 2016	Actual FY 2016	Actual FY 2016 to Adopted FY 2016	Actual FY 2016 to Actual FY 2015
JULY	$341,729	$323,141	$325,815	$321,596	$320,615	$332,876	$12,261	$11,280
AUGUST	345,615	345,163	318,738	305,012	304,082	333,953	29,871	28,941
SEPTEMBER	325,754	318,915	317,324	317,947	316,978	328,411	11,433	10,464
OCTOBER	280,745	279,145	273,646	273,264	272,431	281,514	9,083	8,250
NOVEMBER	281,842	282,035	280,945	273,353	272,520	270,434	(2,086)	(2,919)
DECEMBER	325,287	330,714	348,750	346,565	345,509	321,380	(24,129)	(25,185)
JANUARY	344,439	346,399	374,541	365,859	364,744	346,212	(18,532)	(19,647)
FEBRUARY	322,546	342,839	372,254	381,844	380,680	361,670	(19,010)	(20,174)
MARCH	298,405	326,828	334,289	339,965	338,929	312,928	(26,001)	(27,037)
APRIL	271,034	320,253	306,485	288,704	287,824	282,659	(5,165)	(6,045)
MAY	266,883	262,832	272,343	277,296	276,451	267,796	(8,655)	(9,500)
JUNE	301,838	295,319	303,173	310,184	309,238	301,340	(7,898)	(8,844)
TOTAL	**$3,706,117**	**$3,773,583**	**$3,828,303**	**$3,801,589**	**$3,790,000**	**$3,741,173**	**($48,827)**	**($60,416)**

COMMUNICATIONS SALES & USE TAX
ADOPTED FY 2016 BUDGET - $3,300,000

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Adopted FY 2016	Actual FY 2016	Actual FY 2016 to Adopted FY 2016	Actual FY 2016 to Actual FY 2015
JULY	$349,339	$293,358	$286,999	$283,594	$275,000	$276,750	$1,750	($6,844)
AUGUST	294,910	291,560	284,691	281,957	275,000	270,038	(4,962)	(11,919)
SEPTEMBER	179,549	263,295	284,249	283,441	275,000	273,974	(1,026)	(9,467)
OCTOBER	309,437	319,011	288,830	287,702	275,000	277,686	2,686	(10,016)
NOVEMBER	284,123	300,665	284,176	279,441	275,000	271,470	(3,530)	(7,971)
DECEMBER	233,654	297,855	289,726	282,491	275,000	276,524	1,524	(5,967)
JANUARY	337,936	282,620	264,960	275,361	275,000	271,160	(3,840)	(4,201)
FEBRUARY	287,492	287,759	280,480	291,186	275,000	275,887	887	(15,299)
MARCH	302,278	299,333	288,500	285,971	275,000	282,470	7,470	(3,501)
APRIL	292,542	287,442	285,052	276,473	275,000	270,594	(4,406)	(5,879)
MAY	287,784	266,034	286,178	285,053	275,000	271,168	(3,832)	(13,885)
JUNE	303,576	282,873	288,892	270,246	275,000	265,047	(9,953)	(5,199)
TOTAL	**$3,462,620**	**$3,471,805**	**$3,412,733**	**$3,382,916**	**$3,300,000**	**$3,282,768**	**($17,232)**	**($100,148)**

Comparison of Collections
Budget to Actual FY 2015 - FY 2016

MEALS TAX
ADOPTED FY 2016 BUDGET - $13,715,000

	Actual Assessed FY 2013	Actual Collected FY 2013 [5]	Actual Assessed FY 2014	Actual Collected FY 2014 [5]	Actual Assessed FY 2015	Actual Collected FY 2015 [5]	Adopted FY 2016	Actual Assessed FY 2016	Actual Assessed FY 2016 to Adopted FY 2016	Actual Collected FY 2016 [5]	Actual Collected FY 2016 to Adopted FY 2016	Actual Collected FY 2016 to Assessed FY 2016
JULY [3]	$943,431	$1,044,556	$944,920	$1,159,786	$1,009,124	$970,597	$1,026,218	$1,090,368	$64,150	$1,046,770	$20,552	($43,598)
AUGUST	1,042,850	1,026,544	1,056,821	1,024,718	1,152,551	1,119,585	1,172,074	1,173,209	1,135	1,213,559	41,485	40,350
SEPTEMBER	1,011,701	1,012,294	1,030,134	1,052,079	1,107,413	1,159,391	1,126,172	1,187,734	61,562	1,167,356	41,184	(20,378)
OCTOBER	1,006,966	1,003,032	1,046,550	958,359	1,149,721	1,119,430	1,169,196	1,181,133	11,937	1,152,017	(17,179)	(29,116)
NOVEMBER	964,775	868,692	1,019,305	1,064,385	1,079,590	1,099,028	1,097,877	1,104,321	6,444	1,156,651	58,774	52,330
DECEMBER	1,044,178	1,083,983	1,061,859	1,035,379	1,138,978	1,117,510	1,158,271	1,225,475	67,204	1,224,108	65,837	(1,367)
JANUARY	927,026	889,358	968,124	971,677	1,089,143	963,288	1,107,592	1,007,562	(100,030)	908,712	(198,880)	(98,850)
FEBRUARY	983,390	995,618	987,205	957,979	1,032,923	1,198,810	1,050,420	1,143,880	93,460	1,154,457	104,037	10,577
MARCH	1,092,759	1,091,421	1,144,197	1,142,746	1,222,307	1,177,822	1,243,012	1,258,241	15,229	1,393,915	150,903	135,674
APRIL	1,052,568	1,067,037	1,098,389	1,034,811	1,206,781	978,156	1,227,223	1,241,103	13,880	1,244,722	17,499	3,619
MAY [3]	1,058,790	841,164	1,107,395	1,100,601	1,186,546	1,303,652	1,206,645	1,230,822	24,177	1,242,988	36,343	12,166
JUNE [3]	994,811	950,882	1,028,837	1,164,223	1,111,472	1,228,487	1,130,299	1,135,413	5,114	1,203,793	73,494	68,380
TOTAL	**$12,123,245**	**$11,874,581**	**$12,493,736**	**$12,666,743**	**$13,486,549**	**$13,435,756**	**$13,715,000**	**$13,979,261**	**$264,261**	**$14,109,048**	**$394,048**	**$129,787**

LODGING TAX
ADOPTED FY 2016 BUDGET - $2,037,000

	Actual Assessed FY 2013	Actual Collected FY 2013 [5]	Actual Assessed FY 2014	Actual Collected FY 2014 [5]	Actual Assessed FY 2015	Actual Collected FY 2015 [5]	Adopted FY 2016	Actual Assessed FY 2016	Actual Assessed FY 2016 to Adopted FY 2016	Actual Collected FY 2016 [5]	Actual Collected FY 2016 to Adopted FY 2016	Actual Collected FY 2016 to Assessed FY 2016
JULY [3]	$180,074	$197,072	$174,759	$223,419	$189,065	$180,395	$186,540	$180,587	($5,953)	$180,808	($5,732)	$221
AUGUST [4]	163,020	275,903	185,662	185,340	185,946	185,402	183,463	206,422	22,959	202,217	18,754	(4,205)
SEPTEMBER	160,661	157,680	181,706	204,758	173,904	173,875	171,582	204,267	32,685	206,009	34,427	1,742
OCTOBER	183,064	191,453	184,462	185,014	209,859	209,788	207,056	196,681	(10,375)	160,131	(46,925)	(36,550)
NOVEMBER	131,993	129,941	153,745	148,082	141,855	144,988	139,961	140,923	962	177,048	37,087	36,125
DECEMBER	112,277	113,067	141,137	126,077	115,033	119,891	113,497	130,478	16,653	130,150	16,653	(328)
JANUARY	134,471	129,578	133,071	125,716	117,665	108,523	116,094	120,072	3,978	109,217	(6,877)	(10,855)
FEBRUARY	136,660	136,660	136,497	139,851	130,777	133,217	129,031	150,144	21,113	140,716	11,685	(9,428)
MARCH	158,737	158,706	176,151	172,029	184,242	178,963	181,782	204,178	22,396	222,261	40,479	18,083
APRIL	161,422	161,391	170,639	171,590	181,003	162,085	178,586	177,191	(1,395)	175,590	(2,996)	(1,601)
MAY	193,883	193,290	226,865	225,048	227,296	245,223	224,261	228,349	4,088	216,253	(8,008)	(12,096)
JUNE [1]	190,364	122,651	208,725	218,221	207,926	223,849	205,149	192,508	(12,641)	181,884	(23,265)	(10,624)
TOTAL	**$1,906,626**	**$1,967,392**	**$2,073,419**	**$2,125,145**	**$2,064,571**	**$2,066,199**	**$2,037,000**	**$2,131,800**	**$94,472**	**$2,102,284**	**$65,284**	**($29,516)**

[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] Retailer over-reported Sales & Use Tax in December FY 2015 by $50,000; Corrected in December FY 2016 by reducing owed tax of $39,000 and taking additional $11,000
[3] 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.
[4] The August FY 2013 collection amount includes a one-time, $140,000 payment in delinquent taxes.
[5] Meals and Lodging Tax data includes columns titled "Actual Collected ." The figures listed under these columns include all revenue received per month regardless of whether the payment is current or delinquent.

// A regular meeting of the Council of the City of Lynchburg was held on the 13th day of September, 2016, at 4:00 P.M. in the Council Chamber, City Hall, Joan Foster, President, presiding. The following Members were present:

Present: Dolan, Helgeson, Nelson, Tweedy, Wilder, Foster 6

Absent: Perrow 1

// City Manager Bonnie Svrcek provided information regarding the Rosedale Performance Agreement. Ms. Svrcek stated Golden Mile, LLC has requested the City assist with funding transportation improvements to Graves Mill Road, as well as the entrance and the internal "spine" road for the Rosedale development. Following the August 9, 2016 Finance Committee, staff was directed to negotiate further with Golden Mile, LLC to reach agreement that is more in alignment with City Council's criteria of September 29, 2014. Council's original conditions to consider road improvements were:

1) a time limit on the return period of 10 years;

2) connectivity to Breezewood Drive; and

3) participation by the City of no more than 50% of the cost for road improvements.

Ms. Svrcek went on to say that Golden Mile, LLC's representative met to discuss a compromise. A compromise was made on the term of the reimbursement from the 10 years identified by City Council and the 20 years proposed by Golden Mile, LLC. The compromise reimbursement period is proposed to be 15 years. City Manager Bonnie Svrcek and Golden Mile, LLC's representative also discussed the possibility of supporting a Smart Scale application to Virginia Department of Transportation [VDOT] for only the Graves Mill Road improvements. The City staff does not support such an application as the improvements, including those to Graves Mill Road, are not identified on any transportation improvement priority list. On September 2, 2016 Golden Mile, LLC offered two alternate proposals:

1) Proposes no City support for a Smart Scale request from VDOT.
2) Participation by the City of 100% of all road improvement costs according to State Code Tax Increment Financing Definition, including Graves Mill Road improvements and internal "spine" road improvements.

Ms. Svrcek went on to say that the two major points of disagreement between staff's recommendation and Golden Mile, LLC's September 2, 2016 Proposal #2 are:

1) Level of participation by the City in reimbursement for improvements to Graves Mill Road, entrance, and "spine" road within the Rosedale complex. City staff recommends no more than 50% of only the cost of physical road construction activities. Golden Mile, LLC proposes 100% of all costs as identified in the State Code Tax Increment Financing definition for capital costs; and, proposes no City support for a Smart Scale request from VDOT.
2) Connectivity to Breezewood Drive: City requirement for Golden Mile, LLC to acquire dedicated right-of-way through the "Skinner Tract" for future connection to Breezewood Drive. Golden Mile, LLC has only provided a non-binding agreement with the owners of the "Skinner Tract" for an easement for a road or roadway up to 100 feet wide from the Rosedale property to Breezewood Drive.

Vice Mayor Tweedy provided a summary of the discussion that was held at the Physical Development Meeting on September 12, 2016 regarding Golden Mile, LLC performance agreement. After Vice Mayor Tweedy's summary, she made a motion, seconded by Council Member Wilder to offer three options on the Golden Mile, LLC performance agreement:

1) adopt the summary of elements listed
2) ask staff to go back and negotiate the performance agreement
3) bring back the performance agreement to the October 13, 2016 Council Meeting

Council Member Helgeson made a substitute motion on the following options:

1) A time limit on the return period of 10 years
2) Connectivity to Breezewood Drive
3) Participation by the City of no more than 50% of the cost of road improvements

This motion died for a lack of a second. Mayor Foster called for a vote on the original motion made by Vice Mayor Tweedy and seconded by Council Member Wilder, and Council by the following recorded voted on the three options for Golden Mile, LLC:

Ayes: Dolan, Nelson, Tweedy, Wilder, Foster	5
Noes: Helgeson	1
Absent: Perrow	1

// During roll call Council Member Nelson thanked Lynch's Landing, downtown resources, sponsors and city staff for the wonderful Get! Downtown event that was held on September 9, 2016.

// Council Member Wilder thanked Lynch's Landing, downtown resources, sponsors and City staff for the wonderful Get! Downtown event and also thanked the universities, colleges and families for attending the event. He thanked Parks and Recreation for all the summer activities that they held. He also mentioned that he wanted to thank the city department directors for the time they spent in educating him and Council Member Dolan about the city departments.

// Mayor Foster thanked Parks and Recreation for all they do for the community and the booklet that was sent out to all the families in the City.

// City Council recessed the meeting at 4:58 p.m. in Council Chamber and proceeded to tour of the Lynchburg Circuit Court Renovations.

// Clerk of Court Eugene Wingfield provided a tour for City Council. Mr. Wingfield gave background information on the Lynchburg Circuit Court which began renovations of the main level of the courthouse to include, lobby, hallways, Courtrooms A and B during 2015. Prior to this renovation only minimal work and repairs had been done to these areas since the courthouse was built in 1957. The renovations have been completed and the Judges of this Court along with Mr. Wingfield showed the transformation to City Council. Mr. Wingfield went on to say that some of the renovations that have been completed included addressing lighting and sound issues in courtrooms, updating and repairing furniture, replacing worn carpet and new paint. A major portion of the renovations was the addition of technology in the courtrooms that will enable the presentation of video and any other format of evidence to be presented before the court and captured as an exhibit.

// City Council recessed from the Lynchburg Circuit Court tour at 5:30 p.m.

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

The following Members were present:

Present: Dolan, Helgeson, Nelson, Tweedy, Wilder, Foster 6

Absent: Perrow 1

Council Member Dolan gave the Invocation, followed by the Pledge of Allegiance.

// Copies of the minutes of the August 9, 2016 meeting, having been previously furnished Council, reading was dispensed with, and on motion of Council Member Nelson, seconded by Council Member Helgeson, Council by the following recorded vote approved the minutes as amended:

Ayes: Dolan, Helgeson, Nelson, Tweedy, Wilder, Foster 6

Noes: 0

Absent: Perrow 1

// In the matter of Commonwealth Attorney, Resolution #R-16-099 to amend the FY 2017 City/Federal/State Aid Fund budget to appropriate $133,078 with resources from the FY 2017 Victim Witness Grant Program to meet the direct victim assistance service needs in the community, laid over from the August 9, 2016 meeting, was again presented and read, and on motion of Council Member Nelson, seconded by Council Member Helgeson, Council by the following recorded vote adopted the Resolution:

Ayes: Dolan, Helgeson, Nelson, Tweedy, Wilder, Foster 6

Noes: 0

Absent: Perrow 1

// In the matter of Commonwealth – General, Resolution #R-16-100 to amend the FY 2017 General Fund budget and appropriate $52,545 with resources from the General Fund Reserve for Contingencies to support the purchase of a new prosecution case management system, laid over from the August 9, 2016 meeting, was again presented and read, and on motion of Council Member Nelson, seconded by Council Member Helgeson, Council by the following recorded vote adopted the Resolution:

Ayes: Dolan, Helgeson, Nelson, Tweedy, Wilder, Foster 6

Noes: 0

Absent: Perrow 1

// In the matter of Community Development - Zoning Amendments, a public hearing was held regarding City Council Report # 7 outlining the petition of Kristie Napier to rezone approximately nine hundred and seventy five thousandths (0.975) of an acre at 630, 634 and 636 Leesville Road from R-3, Medium Density Residential District, to B-1C, Limited Business District (Conditional), to allow the reuse of an existing building as a business. Planner II Anne Nygaard provided a summary of the rezoning petition. Ms. Nygaard stated the Planning Commission recommended approval of the rezoning petition. Mr. Trent Warner with Hurt & Proffitt was present to represent the petitioner. He explained that the owner inherited this property and is trying to sell it. It is difficult to sell due to its residential zoning. The owner has had some interest in the purchase of the property for commercial uses that would fit with a B-! zoning district. Mr. Warner reiterated that the second entrance to the site will be closed and a sidewalk and landscaping will be added to bring it up to the requirements of the current Zoning Ordinance. There was no one else present who wished to speak to this item, and the public hearing was closed. On motion of Council Member Nelson, seconded by Vice Mayor Tweedy, Council by the following recorded vote adopted Ordinance #0-16-102, as presented, granting the petition:

Ayes: Dolan, Helgeson, Nelson, Tweedy, Wilder, Foster	6
Noes:	0
Absent: Perrow	1

// In the matter of Community Development - Zoning Amendments, a public hearing was held regarding City Council Report # 8 outlining the petition of Westminster Canterbury of Lynchburg to rezone approximately twenty and fifteen hundredths (20.15) acres at 501 VES Road from R-1, Low Density Residential District and R-4, High Density Residential District to Institutional 1 District to allow the continued use and expansion of the property for Housing Services. Before the discussion on this item the following statements were made by Mayor Foster and Council Member Nelson: "My mother is currently a resident of Westminster Canterbury; however, I do not have a conflict of interest because neither my mother nor I will experience a reasonably foreseeable benefit or detriment as a result of City Council's action on Westminster Canterbury's rezoning petition. Even though my mother is a resident of Westminster Canterbury I am able to participate in the discussion of, and to vote on Westminster Canterbury's rezoning petition fairly, objectively, and in the public interest. Therefore, I will participate in the discussion of and vote on this matter." Council Member Nelson made the following statement. "My father is currently a resident of Westminster Canterbury; however, I do not have a conflict of interest because neither my father nor I will experience a reasonably foreseeable benefit or detriment as a result of City Council's action on Westminster Canterbury's rezoning petition. Even though my father is a resident of Westminster Canterbury I am able to participate in the discussion of, and to vote on Westminster Canterbury's rezoning petition fairly, objectively, and in the public interest. Therefore, I will participate in the discussion of and vote on this matter." City Planner Tom Martin provided a summary of the rezoning petition. Mr. Martin stated that the Planning Commission recommended approval of the rezoning petition. Mr. Sean Huyett, the petitioner for Westminster Canterbury asked Council for approval of the rezoning petition. Two individuals spoke in favor of the rezoning petition. 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 Wilder, Council by the following recorded vote adopted Ordinance #0-16-103, as presented, granting the petition:

Ayes: Dolan, Helgeson, Nelson, Tweedy, Wilder, Foster	6
Noes:	0
Absent: Perrow	1

// In the matter of Community Development - Zoning, a public hearing was held regarding City Council Report #9 outlining the petition of James River Day School for a Conditional Use Permit (CUP) at 5039

Boonsboro Road and 110 Bon Ton Circle to allow the construction of a two-story addition for educational purposes, the construction of a basketball court, playgrounds and the use of an existing structure for storage in an R-1, Low Density Residential District. City Planner Tom Martin provided a summary of the request for the CUP for James River Day School. The Planning Commission also recommended approval of the CUP petition. Mr. Scott Beasley with Hurt & Proffitt was present to represent the petitioner. Mr. Beasley explained the purpose of the petition is to allow the construction of a six thousand two hundred (6,200) square foot, two (2) story building addition at the southeast corner of the existing school, the construction of recreation and playground areas and to allow the use of the existing structure at 100 Bon Ton Circle as storage. He explained that the petition is to request a 6,200 square foot, two-story building addition, with the modification and addition of some playground areas and the use of 110 Bon Ton Circle as a storage area. 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-16-104, as amended, granting the Conditional Use Permit:

Ayes: Dolan, Helgeson, Nelson, Tweedy, Wilder, Foster	6
Noes:	0
Absent: Perrow	1

// In the matter of Airport – General, a public hearing was held regarding City Council Report #10 regarding authorizing the City Manager to execute a utility easement and right-of-way agreement with Appalachian Power Company. There was no one present who wished to speak to this item, and the public hearing was closed. On motion of Council Member Nelson, seconded by Vice Mayor Tweedy, Council by the following recorded vote adopted Resolution #R-16-105, as presented, authorizing the City Manager to execute a utility easement and right-of-way agreement with Appalachian Power Company:

Ayes: Dolan, Helgeson, Nelson, Tweedy, Wilder, Foster	6
Noes:	0
Absent: Perrow	1

// In the matter of City Council, City Council Report #11 was considered. City Planner Tom Martin provided background information on the 5th Street Community Development Corporation (CDC) which is undertaking fundraising efforts to place a statue of the late M. W. "Teedy" Thornhill, Jr., in the 5th Street Roundabout. Ms. Svrcek went on to say that Mr. Thornhill served on City Council from 1976 until 1992. He was elected as the City's first African American Mayor in 1990. Mr. Thornhill was a businessman, a civil rights leader, was active in the Lynchburg Chapter of the National Association for the Advancement of Colored People (NAACP) and a past president of the Lynchburg Voters League. Mr. Thornhill passed away on Saturday, July 2, 2016. The 5th Street CDC started discussing honoring a person with a statue in the 5th Street Roundabout in January 2016. Criteria for selection included: 1. African American. 2. Ties to 5th Street. 3. Worked towards bettering the lives (civil rights) of everyone. After developing an extensive list of candidates, the 5th Street CDC decided to work towards honoring M.W. Thornhill, Jr. at its April 2016 business meeting. The concept of a statue honoring Mr. Thornhill has been presented to and given approval by the Thornhill family. Rev. C. W. Dunning spoke on behalf of CDC asking Council for their support. Rev. Dunning introduced Mr. Ken Faraoni, a nationally recognized sculptor, who has been chosen to render the nine foot tall bronze image of Mr. Thornhill. Mr. Faraoni has received recognition for work locally through his repair to the "Listening Post" (Doughboy) at the base of Monument Terrace and his rendering of the "Water Bearer" on the City's Lower Bluffwalk. Once completed, the statue of Mr. Thornhill would be displayed in accordance with the provisions of the City of Lynchburg, Guidelines for Acquisition and Display of Art in Public Spaces located within the James River Arts & Cultural District (Public Art Policy) as established July 1, 2014. Under this policy, the City Manager may allow the display of public art within public rights-of-way and on City-owned property after the execution of a Memorandum of Understanding (MOU) by the entity desiring to display the public art and the City of Lynchburg.

// In the matter of City Council, Mr. Joseph Pallone, representing Creating Opportunities through Partnership and Education (COPE) International – USA provided Council with an update of the COPE International-USA located at 300 Rutherford Street in Lynchburg, VA, to enable Veterans and others to own and operate a viable commercial business by growing produce for which there is a significant current and projected market demand, year-round, using a tested and proven, innovative, remarkable, profitable system for indoor food production. Mr. Pallone stated the program objective is to focus on Veterans starting their own business; food production is the business. The program is open to non-Veterans. The program is to provide the capability to enable Veterans to own and run a long-term sustainable, successful, indoor farming business.

// In the matter of City Code, City Council Report #13 was considered. On motion of Council Member Nelson, seconded by Council Member Dolan, Council by the following recorded vote adopted Ordinance #0-15-106, as presented, to amend several sections of the City Code dealing with the Vacation of Streets and Alleys:

Ayes: Dolan, Helgeson, Nelson, Tweedy, Wilder, Foster	6
Noes:	0
Absent: Perrow	1

// In the matter of Police – General, City Council Report #14 was considered. On motion of Council Member Nelson, seconded by Council Member Dolan, Council by the following recorded vote authorized the Chief of Police to sign a Mutual Aid Agreement (MOU) between the Lynchburg Police Department (LPD) and Longwood University Police Department:

Ayes: Dolan, Helgeson, Nelson, Tweedy, Wilder, Foster	6
Noes:	0
Absent: Perrow	1

// The meeting was adjourned at 8:52 P.M.

Clerk of Council

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 27, 2016** AGENDA ITEM #: **2**

CONSENT:	REGULAR: **X**	WORK SESSION:	CLOSED SESSION:
ACTION: **X**	INFORMATION:		(Confidential)

ITEM TITLE: PUBLIC HEARING AND APPROVAL OF THE *2015 (FY 2016) CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)* FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME PROGRAM

Strategic Pillar(s) Impacted:

___ Arts & Culture	___Citizen Engagement & Social Capital	_X_ Economic Development	___Healthy & Active Living
_X_ Infrastructure	___Land Use	___Lifelong Learning	___Natural Resources
_X_ Neighborhoods	___Safe Community	___Social Equity	___Transportation
			_X_Administrative

RECOMMENDATION: Hold a public hearing to receive comments regarding the *Program Year 2015 (FY 2016) Consolidated Annual Performance and Evaluation Report (CAPER)* for the Community Development Block Grant (CDBG) and HOME Program and adopt a resolution approving the CAPER for submission to the U.S. Department of Housing and Urban Development.

SUMMARY: The U.S. Department of Housing and Urban Development (HUD) requires each jurisdiction receiving HUD-administered grants (CDBG and HOME) to draft a *CAPER* and submit it for public review and comment. The *CAPER* describes the City's progress towards the housing and community development goals established within the 2015-2020 Consolidated Plan and the 2015 Annual Action Plan. This *CAPER* is for the period of July 1, 2015 through June 30, 2016. With City Council's approval, the *CAPER,* including a summary of any public comments, will be submitted to the HUD Richmond Field Office on Wednesday, September 28.

PRIOR ACTION(S): February 24, 2015: Approval of the Community Development Block Grant (CDBG) and HOME Program housing and non-housing goals for the 2015-2020 Consolidated Plan.

FISCAL IMPACT: N/A

CONTACT(S): Melva Walker, Grants Manager, 455-3916
Bonnie Svrcek, City Manager, 455-3990

ATTACHMENT(S): *Draft Program Year 2015 (FY 2016) Consolidated Annual Performance and Evaluation Report (CAPER)*

REVIEWED BY: bms

RESOLUTION

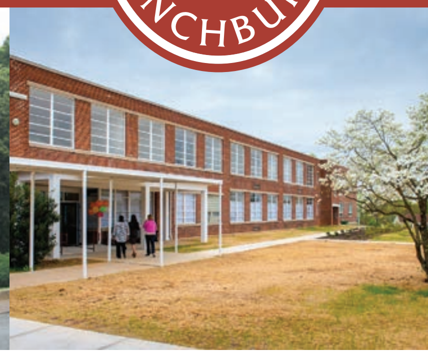
BE IT RESOLVED that City Council approves the submission of *the 2015 (FY 2016) Consolidated Annual Performance and Evaluation Report (CAPER)* to the U.S. Department of Housing and Urban Development (HUD).

Adopted:

Certified: ______________________________
Clerk of Council

134V

THE CITY OF LYNCHBURG



CAPER

Consolidated Annual Performance and Evaluation Report

DRAFT

City of Lynchburg, Virginia
Grants Administration Office

Program Year 2015
July 1, 2015 - June 30, 2016

CAPER 2015-2016
Table of Contents

Executive Summary

The City receives formula grants from the U.S. Department of Housing and Urban Development ("HUD") for housing and community development activities, specifically the Community Development Block Grant (CDBG) and HOME Program. Federal law requires that the CDBG and HOME Program grant funds primarily benefit low-and moderate-income persons in accordance with the following HUD goals:

Provide a suitable living environment
This includes improving the safety and livability of neighborhoods; increasing access to quality facilities and services; reducing the isolation of income groups within areas by de-concentrating housing opportunities and revitalizing deteriorating neighborhoods; restoring and preserving natural and physical features of special value for historic, architectural, or aesthetic reasons; and conserving energy resources.

Provide decent housing
Included within this broad goal are the following: assist homeless persons in obtaining affordable housing; retain the affordable housing stock; increase the availability of permanent housing that is affordable to low- and moderate-income Americans without discrimination; and increase supportive housing that includes structural features and services to enable persons with special needs to live with dignity.

Expand economic opportunities
These goals encompass creating jobs accessible to low- and very low-income persons; providing access to credit for community development that promotes long-term economic and social viability; and empowering low-income persons in federally assisted and public housing to achieve self-sufficiency.

The City of Lynchburg is required by law every five years to prepare a Consolidated Plan to receive federal funds from HUD. The Consolidated Plan combines in one report important information about Lynchburg's demographics and economic activity as well as detailed information on the housing and job needs of its residents. The Plan also includes comments from the public received during public hearings, stakeholder meetings and in writing.

As a recipient of federal funds from HUD, the City of Lynchburg is required to publish an annual performance report, Consolidated Annual Performance Report (CAPER), detailing activities that took place during the most recent program year. The purpose of this report is to measure Lynchburg's success in meeting the priority needs, goals and strategies described in Lynchburg's 2015-2020 Five-Year Consolidated Plan. This report covers the "2015" Action Plan year and is for the period from July 1, 2015 through June 30, 2016. The draft Program Year (PY) 2015 CAPER is presented in a format that is prescribed by HUD. Data and narrative are entered into a federal database system called the Integrated Disbursement and Information System (IDIS) and the Action Plan report is then downloaded into a Word format. The CAPER template in IDIS has a series of prescribed questions that align with the CDBG and HOME Program Consolidated Plan program regulations. The report you are reviewing is the result of that data entry process and is the prescribed and recommended format by HUD.

Citizen Participation

HUD requires the City to provide the public an opportunity for input. The City will provide this opportunity to comment on the CAPER at a public hearing scheduled before City Council on September 27, 2016 at 7:30 p.m. in the City Council Chambers at City Hall, 900 Church Street, Lynchburg, VA. A copy of the draft CAPER is available for public review at the following locations in and throughout the City:

- Grants Administration Office, Second Floor, City Hall, 900 Church Street, Lynchburg, Virginia 24504
- Lynchburg Public Library, 2311 Memorial Avenue, Lynchburg, Virginia 24501
- Downtown Branch Library, City Hall, Basement Floor, 900 Church Street, Lynchburg, Virginia 24504
- City website at http://www.lynchburgva.gov/grants-administration

For More Information

Contact the Grants Administration Office with any questions about this report or the funded programs/activities.

Melva Walker, Grants Manager
Office of Grants Administration
City Hall
Second Floor
900 Church Street
Lynchburg, VA 24504
melva.walker@lynchburgva.gov

CR-05 - Goals and Outcomes

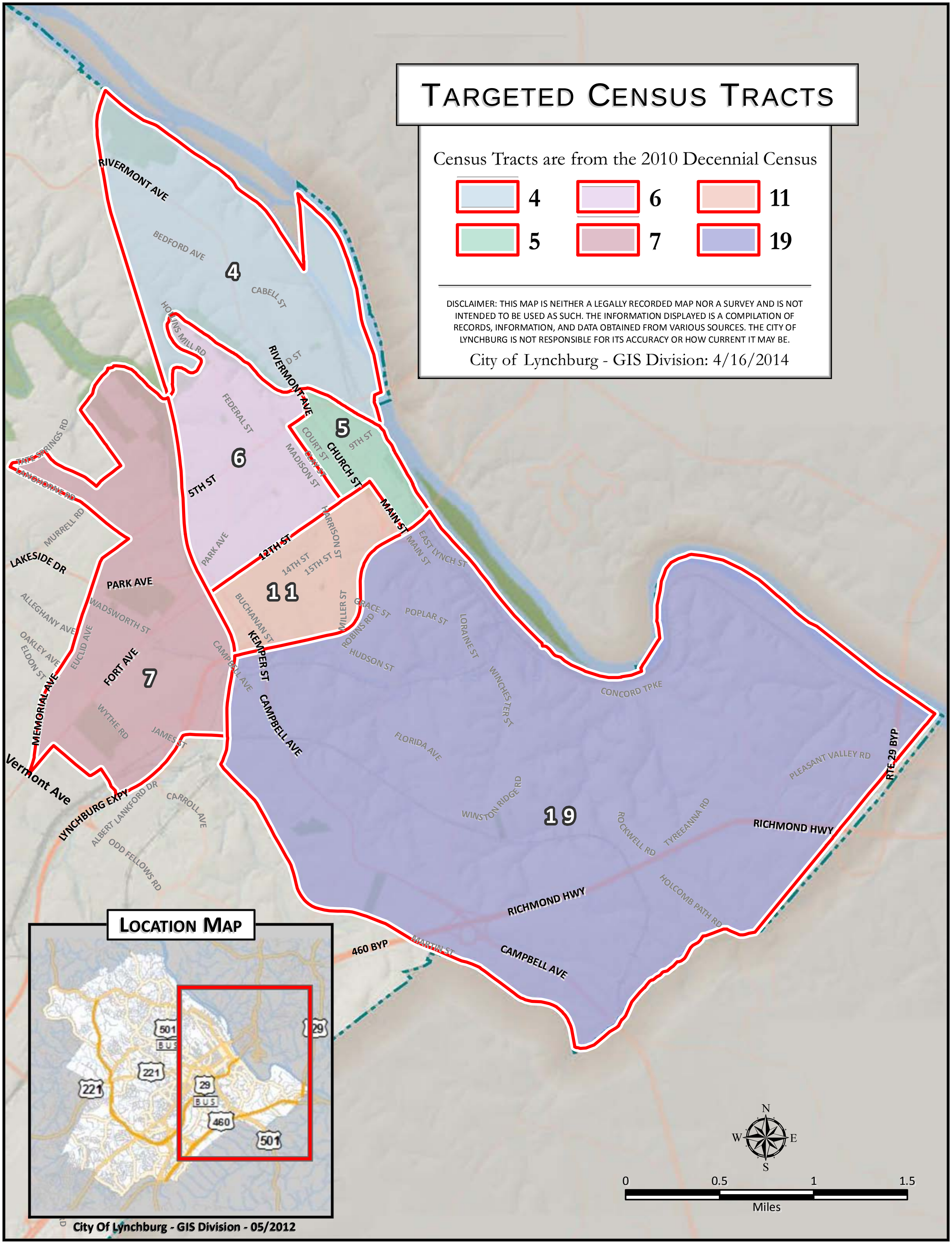
Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The primary objective of the CDBG and HOME Program is to continue to develop viable urban communities through decent housing, suitable living environments and expanded economic opportunities for low- and moderate-income persons; the City of Lynchburg supports assisting individuals with disabilities, substance abuse or addiction, persons with AIDS, persons that are homeless, and elderly persons.

Within the City of Lynchburg's Five-Year Consolidated Plan and Program Year (PY) 2015 Annual Action Plan, the City committed to the overarching goal of undertaking activities that would result in substantial public benefit through the revitalization of depressed areas and in assistance to low and moderate-income residents. These are the central City neighborhoods that surround the downtown business district and are the six contiguous census tracts that comprise the CDBG target area: Census Tracts 4, 5, 6, 7, 11, and 19. The Census Tract Map on the following page depicts the boundaries of the CDBG target areas in the City. Population, demographics, and surveys of the target areas show that these neighborhoods have the highest degree of housing need and are where many of the City's very low and low-to-moderate-income persons reside.

CDBG and HOME funds were allocated City-wide providing persons and/or households with assistance who met the eligibility criteria of the applicable program. These funds were allocated to projects and activities classified as housing (rental and homeowner rehabilitation), public facilities improvements (infrastructure), public housing rehabilitation, and public services (community and homeless service organizations). The project accomplishments, as well as an analysis of expenditures are provided throughout the Consolidated Annual Performance and Evaluation Report (CAPER).


TARGETED CENSUS TRACTS
Census Tracts are from the 2010 Decennial Census
4
6
11
5
7
19
DISCLAIMER: THIS MAP IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS SUCH. THE INFORMATION DISPLAYED IS A COMPILATION OF RECORDS, INFORMATION, AND DATA OBTAINED FROM VARIOUS SOURCES. THE CITY OF LYNCHBURG IS NOT RESPONSIBLE FOR ITS ACCURACY OR HOW CURRENT IT MAY BE.
City of Lynchburg - GIS Division: 4/16/2014
RIVERMONT AVE
BEDFORD AVE
CABELL ST
HOLLINS MILL RD
D ST
FEDERAL ST
COURT ST
MADISON ST
CHURCH ST
9TH ST
5TH ST
MAIN ST
12TH ST
14TH ST
15TH ST
HARRISON ST
PARK AVE
EAST LYNCH ST
BUCHANAN ST
MILLER ST
GRACE ST
ROBINS RD
POPLAR ST
LORAINE ST
HUDSON ST
KEMPER ST
CAMPBELL AVE
WINCHESTER ST
CONCORD TPKE
FLORIDA AVE
PLEASANT VALLEY RD
RTE 29 BYP
WINSTON RIDGE RD
ROCKWELL RD
TYREEANNA RD
RICHMOND HWY
HOLCOMB PATH RD
MARTIN ST
460 BYP
LAKESIDE DR
MURRELL RD
LANGHORNE RD
ALLEGHANY AVE
WADSWORTH ST
OAKLEY AVE
ELDON ST
EUCLID AVE
FORT AVE
MEMORIAL AVE
WYTHE RD
JAMES ST
Vermont Ave
LYNCHBURG EXPY
ALBERT LANKFORD DR
CARROLL AVE
ODD FELLOWS RD
LOCATION MAP
501
BUS
221
29
460
City Of Lynchburg - GIS Division - 05/2012
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1.5
Miles

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Table 1- Accomplishments – Program year & Strategic Plan to Date

Goal	Category	Source/Amount	Indicator	Unit of Measure	Expected-2015-2020 Consolidated Plan	Expected-Program Year 2015	Actual-Program Year 2015*
Improve the City's Infrastructure	Non-Housing Community Development	CDBG: $1,803,472.55 (funding for all indicators)	Public Facility or Infrastructure Activities Other than Low/Moderate Income Housing Benefit	Persons Assisted	4000	3125	5860
Increase the Number of Affordable Rental Units	Affordable Housing	HOME: $750,000	Rental Units Constructed	Household Housing Unit	50	28	28
Increase the Number of Owner-Occupied Units	Affordable Housing	HOME: $600,000 (funding for all indicators)	Homeowner Housing Added	Household Housing Unit	5	1	1
Increase the Number of Owner-Occupied Units	Affordable Housing		Direct Financial Assistance to Homebuyers	Households Assisted	30	5	5
Promote Public Service Activities	Public Services	CDBG: $264,530 (funding for all indicators)	Public service activities other than Low/Moderate Income Housing Benefit	Persons assisted	150	150	203
Promote Public Service Activities	Public Services		Homelessness Prevention	Persons assisted	2000	400	0
Provide Homeless Services	Homeless	CDBG: $250,000	Homelessness Prevention	Persons assisted	2875	575	718
Rehabilitate Substandard Housing Units	Affordable Housing	CDBG: $150,000 HOME: $500,000 (funding for all indicators)	Rental Units Rehabilitated	Household Housing Unit	15	50	49
Rehabilitate Substandard Housing Units	Affordable Housing		Homeowner Housing Rehabilitated	Household Housing Unit	30	5	3

*See Narrative regarding accomplishments on pages 3 - 7 and goals not achieved

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

This section of the CAPER examines the similarities and differences in the proposed and actual accomplishments of the goals identified on the preceding table within the 2015-2020 Consolidated Plan for the Community Development Block Grant (CDBG) and HOME program. These goals helped to form the priorities identified in the City's 2015 Consolidated Annual Action Plan and the strategies to be used or implemented in order to achieve the stated goals. To provide this comparison, the City has narrated the actual achievements for each program/activity in which funds were expended during the Program Year (PY) 2015, which is the first reporting period of the 2015-2020 Consolidated Plan.

The Goals within the 2015-2020 Consolidated Plan and 2015 Annual Action Plan included: increasing the number of owner occupied housing units; rehabilitation of substandard housing units; improve the City's Infrastructure; increasing the number of affordable rental units; providing homeless services; and promoting public service activities. Below is an assessment of the use of funds for PY 2015 and the projects underway or completed from prior years' allocations.

Planning and Administration: There was $92,000 in CDBG funds allocated for Planning and Administration for PY 2015 and during this reporting period $90,980 of PY 2015 and prior year funding was expended for administration of the CDBG program and fair housing activities. Within the HOME Program there was $22,926 allocated for administration and $18,760 was expended with PY 2015 and prior year funding. Staff continues to utilize these funds for administration and oversight of CDBG and HOME projects.

Lynchburg Redevelopment and Housing Authority (LRHA) was allocated $128,882 of CDBG funds in PY 2015 for administration and delivery costs. These funds are utilized to provide project oversight and administration for the various CDBG-funded projects/activities at LRHA. During this reporting period there was $78,986 of CDBG funds expended for administration and delivery costs associated with property dispositions, and rental and public housing rehabilitations. LRHA disposed of two (2) properties during PY15 and provided $64,500 of program income for the dispositions. With these dispositions there remains twelve (12) properties on the CDBG Property Inventory.

Improve the City's Infrastructure: The City has committed CDBG and Capital Improvement funds to a variety of public infrastructure projects in the targeted neighborhood areas and is recognizing considerable private development interest as a result.

The City is in the process of installing streetscape improvements in conjunction with planned water/sewer/storm line upgrades for the Downtown Infrastructure project. The design work for Downtown Infrastructure Improvements has been completed with construction anticipated to begin in PY 2016. City Capital Improvement funds were used in addition to the CDBG funds ($360,694) for the completion of the design work for this project. The activity benefits the area of Census Tract 5 and 6 with a population of approximately 3,125 people with 75.68% in the low to moderate income range.

The Tinbridge Hill Infrastructure project was completed during this reporting period. This project is located in Census Tract 5 and there are approximately 2,840 persons within the neighborhood with 76.76% of those persons being low-to-moderate income. There was $328,149 of CDBG funds expended during this program year for this project. The project accomplishments included the installation and replacement of sidewalks with American with Disabilities Act (ADA) ramps in areas that lacked adequate pedestrian facilities. Since walking is often a frequent mode of transportation for low-income neighborhoods it was important to connect the residents to important uses around them: Fifth Street Commercial Corridor, Johnson Health Center, Yoder Recreational Center, Hollins Mill Park and Blackwater Creek Trail. In addition there were crosswalks installed at various intersections and landscaping placed throughout the neighborhood that greatly enhanced the aesthetics and appearance of the area.

In PY 2015 the Riverside Park Improvements project was completed. There was $89,540 of CDBG funds expended during this reporting period for this project. While the Park is utilized by all City residents, and particularly adjacent target area census tracts residents, this project is located in Census Tract 4 and has approximately 3,020 persons with 61% of the residents being low-to-moderate income.

The project included the redesign and construction of the primary parking area at Riverside Park, Lynchburg's second oldest park. Major renovation components included the repair and overlay of the existing asphalt; construction of a new asphalt apron with drive lanes and a drop off area for handicapped visitors; a permeable paver apron was added between this new asphalt apron and the existing walkways of the playground features. The two center rows of parking were removed and replaced with permeable pavers, a landscaped median with two ends of row islands. The four ADA parking spaces and two access aisles were moved to the center row parking section and are located closer to the playground features. Site furnishings provided with the design include concrete wheels stops, decorative wrought iron post and chain fencing along the perimeter of three side of the parking lot. The fourth side adjacent to the play features is a combination of post and chain fencing and decorative bollards. The installation of the landscape plan for the center parking lot median and end of row islands provided a mixture of trees and multiple shrubs. The total project cost was $309,320 with $125,000 of CDBG funds being contributed to the project and the City providing $184,320 of Capital Improvement Program (CIP) funds. The project is complete.

Increase the Number of Affordable Rental Units: The City recognizes the need to increase the availability of affordable housing for renters; especially housing that meets the varied needs of the City's lower-income population. The City continues to support and partner with housing and public service providers to meet the needs of low-to-moderate income persons, homeless persons and families, and persons with disabilities or other special needs. In PYs 2013 and 2014 there was $185,500 in HOME Program funds allocated to the Rush Homes Armstrong Place Apartments project for the rehabilitation and new construction of 28 housing units of which 11 units were completed with the use of the HOME Program funds. This project has been completed and all of the units are occupied by persons with disabilities.

Increase the number of owner occupied units: To the degree that predominance of rental units in a neighborhood is seen as destabilizing, the City wants to provide incentives for qualified persons and low- and moderate-income to consider the benefits of homeownership, especially if it is more cost-effective than renting and if it builds wealth for the individual household. Several programs are supported by the City that incorporates these elements.

The City increased the number of owner occupied units by six (6) during PY 2015. The City's partnership with Greater Lynchburg Habitat for Humanity (GLHFH) provided Homebuyer Homeownership for five (5) units through its Down Payment Assistance Project to eligible clients for the purchase of homes constructed at 3229 Maryland Avenue, 508 Harrison Street, 207 Warren Avenue, 621 Federal Street, and 308 Walnut Street. There was $75,000 in HOME funds allocated to GLHFH for this program in PY 2015 and $90,000 in PY 2014. During this reporting period $78,960 was expended from PY 2014 funds for down payment assistance to these home buyers.

Lynchburg Community Action Group (Lyn-CAG) through its Community Housing Development Organization (CHDO) project acquired and rehabilitated one (1) housing unit for a low-moderate income first-time homebuyer at 5916 Quaker Parkway. Lyn-CAG expended $140,044 of HOME Program funds allocated in prior years on the acquisition and rehabilitation of this housing unit in PY 2015. This project provided an affordable housing unit that otherwise may not have been possible without the assistance of the HOME program funds.

Promote Public Service Activities: The City supports and will continue to serve at-risk youth, adults and families to provide comprehensive, collaborative, and quality services that empower youth and families. As evidenced in identifying families with children, especially those of low-income having significant housing needs, the City also recognizes that support services to these families are needed in addition to housing resources. The Lynchburg Police Department partnered with the Boys and Girls Club of Greater Lynchburg to provide a program opportunity for at-risk youth to develop relationships with local law enforcement through basketball/baseball and other programs to develop lessons about teamwork, communication, respect and leadership. There were 203 youth who participated in the Badges for Baseball/Basketball and Fun Fridays program. The Boys and Girls Club was allocated $7,687 in CDBG funds for PY 2015 and expended $5,844. This activity will be completed in PY 2016.

The Affordable Housing Resource Center (AHRC) will be staffed with a Housing Navigator to provide a centralized access point to all affordable housing resources and programs available in the City. The Coordinated Homeless Intake Assessment (CHIA) Coordinator will be located in the AHRC. The project is a collaboration of the Lynchburg Housing Collaborative partners, the Central Virginia Continuum of Care (CVCoC), the City of Lynchburg, and the Lynchburg Redevelopment and Housing Authority (LRHA). It will be designed as a “one stop shop” for accessing housing resources. While no accomplishments have been made during this program year, LRHA is currently working toward staffing the AHRC. LRHA was allocated $45,219 in CDBG funds for the AHRC.

Provide Homeless Services: The City supports efforts to develop, sustain, and coordinate a comprehensive, seamless system of services for homeless citizens in order to move the homeless population toward obtaining permanent housing. Through the Coordinated Homeless Intake and Assessment (CHIA) Coordinator at the Lynchburg Redevelopment and Housing Authority (LRHA) a uniform intake tool has been developed to quickly assess individual and family needs and assure they are diverted from the homeless response system or expeditiously placed in the most appropriate housing program. CHIA diverts households from homelessness, understands client’s need and eligibility for existing programs and identifies the needs through the consistent use of a uniform assessment tool. CHIA exceeded the goal of 575 persons and served 718 people during PY 2015 to include 161 families and 220 children. LRHA was allocated $50,000 in PY 2015 for CHIA and during this reporting period expended $39,758 of PYs 2014 and 2015 CDBG funds for this project. This activity has greatly enhanced the coordination of housing and services for the homeless.

Rehabilitate substandard housing units: To achieve the objective of making all housing units safe, decent, and affordable it is necessary to extend assistance to private property owners, particularly low and moderate-income homeowners. This goal also provides the opportunity for the homeowners to have their homes rehabilitated and retain ownership. The City is accomplishing this goal by investing in existing housing stock through renovations and rehabilitation of properties in the target neighborhoods. As a direct result of these improvements, the neighborhoods retain and attract residents thereby positively affecting the stability of the neighborhood and increasing property values. Specific housing characteristics of the target area support the need for rehabilitation and revitalization.

Three homeowner units were rehabilitated by Lyn-CAG in PY 2015. There were $75,000 and $100,000 HOME Program funds allocated in PYs 2014 and 2015 to Lyn-CAG's Substantial Rehabilitation for Homeowner rehabilitations. Lyn-CAG expended $51,482 on the rehabilitation of these three housing units. While the goal of five (5) housing units was not accomplished due to the changes made in the program guidelines for homeowners contributions and issuing construction contracts, there are three units currently under construction to be completed in PY 2016.

During this reporting period, thirty-eight (38) rental units were rehabilitated. Lynchburg Redevelopment and Housing Authority (LRHA) renovated three (3) rental units including public housing units and a private rental unit and replaced windows and doors at the Dearington Apartments for thirty-four (34) units within Phase I of this project. Thirty-four (34) units will receive window and door replacements during Phase II in PY 2016. One (1) unit, utilizing HOME Program funds was renovated by Lynchburg Covenant Fellowship (LCF) at the Frank Roane Apartments. LRHA was allocated $50,000 in CDBG funds with $5,000 being expended for rental rehabilitation. In PY 2014 LRHA was allocated $180,000 for the Brookside Apartments rehabilitation of public housing units, in which $97,406 was expended during this reporting period for the completion of the rehabilitation of the two (2) public housing units. There was $125,000 in CDBG funds allocated to Dearington window replacements in Phase I with all funds expended. In PY 2014, $60,000 of HOME funds was allocated for the rehabilitation of one housing unit at the Frank Roane Apartments and all of these funds were expended during this reporting period.

CR-10- Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG	HOME
White	1	11
Black or African American	70	23
Asian	0	0
American Indian or American Native	0	0
Native Hawaiian or Other Pacific Islander	0	0
Total	**71**	**34**
Hispanic	0	0
Not Hispanic	71	34

Table 1 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The Table above provides a total racial and ethnic summary of the number of persons in the households served with the CDBG and HOME Program funds. The households served were as follows: Lynchburg Redevelopment and Housing Authority (LRHA) assisted three (3) families through rental rehabilitation within the public housing units and one private landlord. LRHA also assisted thirty-four families (34) at the Dearington apartments with window and door replacements. Lynchburg Covenant Fellowship (LCF) assisted one (1) rental household through the rehabilitation of the Frank Roane Apartments; Greater Lynchburg Habitat for Humanity assisted five (5) families through its Homebuyer Down Payment Assistance program; Lynchburg Community Action Group (Lyn-CAG) assisted three (3) households through the Homeowner Housing Rehabilitation program; and one (1) household through its Community Housing Development Organization (CHDO) Homebuyer program. Rush Homes assisted eleven (11) households at Armstrong Place with HOME program funds. A total of fifty-eight(58) households were assisted; and one hundred and five (105) persons were assisted.

Of the households assisted, fifty (50) of the households were within 0 to 30% of median income; four (4) were within 30 to 50% of median income; two (2) were within 50 to 60% of median income; and two (2) were within 60 to 80% of median income.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG		2,837,931	1,345,938
HOME		1,616,702	236,841

Table 2 - Resources Made Available

Narrative

In Program Year 2015 Fiscal Year (FY) 2016, the City received $686,040 in CDBG entitlement funds and $305,985 in HOME Program entitlement funds. Along with these entitlement funds, reprogrammed prior year funds and program income of $48,443 and $441,921, respectively, in the CDBG and HOME Program were allocated to eligible projects. The total amount of CDBG and HOME funds the City allocated for projects and activities in PY 2015 was $1,082,408. This represented a total of $734,482 in CDBG and $347,926 in HOME Program dollars.

In FY 2016, there was $1,345,938 of CDBG funds and $236,841 of HOME Program funds expensed for projects and activities. Narratives for the various projects and activities during PY 2015 have been included in Goals and Outcomes Section of the CAPER (See Pages 2 – 7).

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CENSUS TRACTS 4,5,6,7, 11, and 19	70	80	Housing services, public service, Infrastructure, Rehabilitation
Citywide	30	20	Citywide

Table 3 – Identify the geographic distribution and location of investments

Narrative

The City invested 80% of project funds for PY 2015 (FY16) in the Census Tracts 4, 5, 6, 7, 11 and 19 for Downtown Infrastructure Improvements, Rental Rehabilitation, Public service activities, and Homeowner Substantial Rehabilitation. The City invested 20% of funds in services and housing Citywide for the Centralized Homeless Intake services to assist those in need of homelessness prevention, establishment of a Housing Resource Center, and Greater Lynchburg Habitat for Humanity's Homeownership Down Payment Assistance program to provide affordable housing opportunities for eligible persons.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The utilization of CDBG, HOME Program, and other federal grant funds has had a substantial impact on the City's ability to leverage other resources to redevelop economically distressed neighborhoods and provide renewed opportunities for our residents.

The City of Lynchburg, particularly through the Lynchburg Economic Development Authority (LEDA), offers various incentives at the local level, and a vast array of other public and private resources are available to address the needs of our community. The section below provides a summary of this leverage from local, state, and federal resources.

- The Water Resources Department operates the Combined Sewer Overflow (CSO) Program, the largest of all the City's CIP programs. During this program year there was $6 million of federal , state and local funds expended on this project;
- The City's Division of Social Services provides: Child Care Services, Prevention Services, Employment Services, Services to Adults, Energy Assistance Program, Supplemental Nutrition Assistance Program (SNAP), Medicaid, Temporary Assistance for Needy Families (TANF), Virginia Initiatve for Employment not Welfare (VIEW), Protective Services to Children, and Foster Care/Adoption;
- The City's Department of Community Development operates and enforces the Virginia Maintenance Code of the Uniform Statewide Building Code (USBC), in which the Rental Inspections Program is operated. This program provides protection for citizens and neighborhoods by ensuring sub-standard living conditions are reduced in order to produce thriving, attractive, safe neighborhoods and enhance citizen's quality of life; and
- Non-profit subrecipients and community partners used resources, both public and private to complement the investments from the entitlement allocations.

The HOME program specifically requires that participating jurisdictions (PJs) provide match funds in amounts equal to no less than 25% of the total HOME funds drawn down from the jurisdiction's HOME program account for project costs. Allowable reductions are made for PJs that experience fiscal distress or major disasters in accordance with the Stafford Act.

Fiscal distress can be categorized by the following criteria: 1) the family poverty rate is 125% or more of the national poverty rate; and 2) the per-capita income is less than 75% of the national average. When a PJ meets one of these distress criteria, it is determined to be in fiscal distress and thereby receives a 50% reduction of its match requirement. If a local jurisdiction satisfies both of the distress criteria, it is determined to be in severe fiscal distress and receives a 100% reduction of its match requirement. The City does not meet the criteria to be classified as severely distressed but has been determined to be in fiscal distress and received the 50% reduction of its match requirement for PY 2015.

With respect to the match requirements for the HOME Program funds, the City began the PY 2015 period with $2,292,111 in excess match carried over from the prior years. During PY 2015, the City accrued $484,305 in additional match credit from Greater Lynchburg Habitat for Humanity (GLHFH) HOME-assisted units that were constructed by Habitat. This match was accrued through volunteer labor and construction material costs. Based on the HOME Matching Liability Report (PR33) from the HUD Integrated Disbursement and Information System (IDIS), a total of $418,131 in HOME funds were disbursed requiring a match liability from July 1, 2015 to June 30, 2016 of $387,767 that was subject to the 12.5% match requirement applied to the City. The match requirement was $48,471. As depicted in the chart below, a balance of $2,725,824 in excess match is available to be carried over to PY 2016 and remains available for future years.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	2,292,111
2. Match contributed during current Federal fiscal year	484,305
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	2,776,416
4. Match liability for current Federal fiscal year	48,471
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	2,727,945

Table 4 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	**Date of Contribution**	**Cash (non-Federal sources)**	**Foregone Taxes, Fees, Charges**	**Appraised Land/Real Property**	**Required Infrastructure**	**Site Preparation, Construction Materials, Donated labor**	**Bond Financing**	**Total Match**
IDIS#1528	08/04/2015	0	0	0	0	$104,784	0	$104,784
IDIS#1533	05/26/2015	0	0	0	0	128,596	0	128,596
IDIS#1538	12/15/2015	0	0	0	0	87,010	0	87,010
IDIS#1544	06/27/2016	0	0	0	0	65,043	0	65,043
IDIS#1547	06/27/2016	0	0	0	0	96,751	0	98,872
Total						$484,305		$484,305

Table 5 – Match Contribution for the Federal Fiscal Year

HOME-Program Income

As the Table below indicates, there was no program income receipted for the HOME Program during PY 2015.

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period $	**Amount received during reporting period $**	**Total amount expended during reporting period $**	**Amount expended for TBRA $**	**Balance on hand at end of reporting period $**
0	0	0	0	0

Table 6 – Program Income

Minority Business Enterprise (MBE)/Women-owned Business Enterprise (WBE) Report

The Table below provides the number and amount of contracts that were issued for the three homeowner rehabilitation projects completed by Lyn-CAG. There were no other construction contracts issued during PY 15 within the HOME program.

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	**Minority Business Enterprises**				**White Non-Hispanic**
		Alaskan Native or American Indian	**Asian or Pacific Islander**	**Black Non-Hispanic**	**Hispanic**	
Contracts						
Dollar Amount	44,185	0	0	33,000	0	11,185
Number	3	0	0	2	0	1
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

	Total	**Women Business Enterprises**	**Male**
Contracts			
Dollar Amount	0	0	0
Number	0	0	0
Sub-Contracts			
Number	0	0	0
Dollar Amount	0	0	0

Table 7 – Minority Business and Women Business Enterprises

The following tables were not applicable to projects funded in the City's HOME program.

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	**Minority Property Owners**				**White Non-Hispanic**
		Alaskan Native or American Indian	**Asian or Pacific Islander**	**Black Non-Hispanic**	**Hispanic**	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 8 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired	0	0				
Businesses Displaced	0	0				
Nonprofit Organizations Displaced	0	0				
Households Temporarily Relocated, not Displaced	0	0				
Households Displaced	**Total**	**Minority Property Enterprises**				**White Non-Hispanic**
		Alaskan Native or American Indian	**Asian or Pacific Islander**	**Black Non-Hispanic**	**Hispanic**	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 9 – Relocation and Real Property Acquisition

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

This section includes an evaluation of the City's progress in meeting its specific goals of providing affordable housing, including the number and types of families served by income level and the number of homeless non-homeless persons assisted. HUD funding received for HOME is used to provide a range of housing for a wide variety of under-served populations throughout the City. The CDBG program does not fund affordable housing development projects. However, the City's CDBG program did fund public housing rehabilitations. Projects funded with CDBG funds are mainly to serve the low and moderate-income persons in the targeted census tracts. HOME Program funds are allocated to affordable housing projects Citywide and within the targeted census tracts.

The Tables below lists the goals and actual number of persons and households served by the CDBG and HOME Program in PY 2015 for each type of population.

	One-Year Goal	Actual
Number of Homeless persons to be assisted through CDBG activities (Housing Resource Center and CHIA)	400	718
Number of Non-Homeless persons assisted through CDBG activities (Downtown and Tinbridge Hill Infrastructure projects and Riverside Park Improvements)	1,500	5,860
Number of Special-Needs persons to be provided affordable housing units (Old Forest Village Apartments and Lynchburg Covenant Fellowship (LCF))	38	12
Total	**1,938**	**6,590**

Table 10 – Number of Persons Assisted

	One-Year Goal	Actual
Number of households supported through The Production of New Units	55	27
Number of households supported through Rehab of Existing Units	20	77
Number of households supported through Acquisition of Existing Units	0	1
Total	**75**	**105**

Table 11 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

Number of homeless to be provided assistance: Lynchburg Redevelopment and Housing Authority's (LRHA) Affordable Housing Resource Center (AHRC) will be implemented during PY 2016. During this program year, LRHA has worked to develop the goals and objectives of the AHRC and is currently working to staff the position that will employ a Housing Navigator to assist the homeless in finding affordable housing units and services needed for housing stability. The Coordinated Homeless Access Intake (CHIA) Coordinator served seven hundred and eighteen (718) persons in diverting homelessness and providing resources.

Number of Non-Homeless persons assisted through CDBG activities (Tinbridge Hill Infrastructure project and Riverside Park Improvements)
The Tinbridge Hill Infrastructure project was completed during this reporting period. This project is located in Census Tract 5 and there are approximately 2,840 persons within the neighborhood. The project included the installation of sidewalks with ADA ramps in areas that lacked adequate pedestrian facilities.

In PY 2015 the Riverside Park Improvements project was completed. While the Park is utilized by all City residents, and particularly adjacent target area census tracts residents, this project is located in Census Tract 4 and has approximately 3,020 persons with 61% of the residents being low-to-moderate income. The project included the redesign and construction of the primary parking area at Riverside Park, Lynchburg's second oldest park. Major renovation components included the repair and overlay of the existing asphalt; construction of a new asphalt apron with drive lanes and a drop off area for handicapped visitors; a permeable paver apron was added between this new asphalt apron and the existing walkways of the playground features.

Through the Downtown Infrastructure Improvements project the City plans to install streetscape improvements in conjunction with water/sewer/storm line upgrades. The design work for the project has been completed with construction anticipated to begin in PY 2016. There is a population of 3,125 in Census Tracts 5 and 6 that this project will serve once completed.

Number of special-needs to be provided affordable housing units (number of persons served): Rush Homes will construct twenty-eight (28) units that will serve thirty-eight (38) special needs persons with the Old Forest Village project. During this reporting period, Rush Homes has worked to complete applications for all funding resources and pre-development activities.

Construction is anticipated to begin in PY 2016. Lynchburg Covenant Fellowship (LCF) assisted one (1) elderly person through a rental rehabilitation at Frank Roane apartments.

Number of persons supported through the production of new units: During PY 2015, twenty-seven (27) persons were supported through the production of new units: Greater Lynchburg Habitat for Humanity supported thirteen (13) people through direct financial assistance for five (5) units and Rush Homes supported fourteen (14) special needs people in the eleven (11) HOME assisted units at Armstrong Place Apartments.

Number of persons supported through rehab of existing units: During PY 2015, seventy-seven (77) persons were supported through the rehab of existing units. Lyn-CAG supported three (3) households (5 people) through the Homeowner Housing Rehabilitation program. Lynchburg Redevelopment and Housing Authority (LRHA) supported three (3) households (3 people) through Rental Rehabilitation Program and the rehabilitation of two (2) public housing units and thirty-four (34) households (68 people) through the Dearington Window Replacement- Phase I. Lynchburg Covenant Fellowship support one (1) household (1 person) through a rental rehabilitation at Frank Roane Apartments. A total of 77 people were supported through rehabilitation of existing units.

Number of households supported through the acquisition of existing units: Lyn-CAG assisted one (1) (one person household) low-moderate income homebuyer acquire a home through the first-time homebuyer program.

Discuss how these outcomes will impact future annual action plans.

The completion of these projects/activities will assist the City in meeting the goals established in the 2015-2020 Consolidated Plan and future Annual Action Plans. City Council will continue to allocate CDBG and HOME Program funds to cooperative ventures that will assist in addressing barriers to affordable housing and meeting community public and private neighborhood and infrastructure needs.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	718	6
Low-income	3	0
Moderate-income	0	1
Total	**721**	**7**

Table 12 – Number of Persons Served

Narrative Information

Using CDBG funds, seven hundred and twenty-one (721) persons were served. The Coordinated Homeless Intake and Access (CHIA) Coordinator assisted seven hundred and eighteen (718) persons in the extremely low-income range in assessing a household's needs and providing available information and resources to divert homelessness. Lynchburg Redevelopment and Housing Authority (LRHA) assisted three (3) low-income persons through the Rental Rehabilitation with the use of CDBG funds.

Sevne (7) persons were assisted with the use of HOME funds. Lyn-CAG's Substantial Rehabilitation program assisted five (5) people that were extremely low-income and Lynchburg Covenant Fellowship assisted one (1) extremely low-income person with a rental rehabilitation with HOME program funds. One (1) moderate-low income person was assisted through Lyn-CAG's First Time Homebuyer program using HOME Program funds.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The Central Virginia Continuum of Care (CVCoC) operates the Coordinated Homeless Intake and Access (CHIA) assessment system. This system provides the opportunity for all of the homeless response programs to receive their referrals from CHIA including emergency shelter, transitional housing, rapid re-housing and permanent supportive housing. All programs have signed a Memorandum of Understanding guaranteeing that there are no more side doors to programs in order to ensure transparency and access to services for all persons experiencing homelessness. Emergency shelter may be accessed when CHIA is not staffed but CHIA becomes involved with the case before any next step referral to ensure that all homeless clients are provided an opportunity to self-resolve through active shelter case management. In addition, referrals are made to CHIA from the 2-1-1 System operated by the local United Way agency.

During the last week of January, the U. S. Department of Housing and Urban Development (HUD) required all continuums of care around the country to conduct an annual survey of those experiencing literal homelessness within their regions. **As a result of CHIA and the coordination of streamlined services, the Central Virginia region's homelessness decreased by 27 percent from the 2015 to 2016 Point-in-Time (PIT) counts. At the time of the respective PIT counts, there were 227 sheltered and 10 unsheltered persons in 2015 and in 2016 there were 153 sheltered and 21 unsheltered persons.**

Addressing the emergency shelter and transitional housing needs of homeless persons

The Coordinated Homeless Intake & Access (CHIA) assesses persons experiencing a housing crisis to divert, prevent homelessness, and refer to emergency assistance in an accessible manner via phone or in person. Persons fleeing domestic violence (DV) are identified and connected with victim service providers. Initial screening occurs for diversion/prevention. Eligible households receive prevention services; landlord mediation, eviction payment, relocation, housing stabilization. If other options do not exist, the household is referred to an emergency shelter that fits their needs and honors client choice (geographic location, accessibility). Shelter staff work with households to rapidly identify a housing plan and determine whether additional services (transitional housing, rapid-re-housing, and permanent supportive housing) will expedite housing attainment. A uniform Housing Barrier Assessment is used by CHIA to determine severity of housing barriers and to connect to appropriate level of intervention.

As a result of the CHIA the Central Virginia region's homelessness decreased by 27 percent from the 2015 to 2016 Point-in-Time (PIT) counts. In addition, by CHIA staff completing the Housing Barrier Assessment and the case managers working with the clients, the average stay at a shelter has been reduced to 41 days and a goal is to be under 30 days.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Patients released from medical facilities, patients released from mental health institutions, and prisoners released from correctional institutions, the CVCoC continues to work in cooperation with individuals from local law enforcement agencies, supportive service agencies, and other interested parties to coordinate discharge.

Within the recently completed Central Virginia Continuum of Care (CVCoC) Ten Year Strategic Plan there are plans to engage police departments, jails, hospitals, mental health resources, local probation and parole, and other public institutions to divert consumers from homelessness. In addition, the CVCoC plans to create a short "Where to transport homeless" informational video for use by public safety officers and other service agencies that shows how to connect homeless persons with the response system.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

LRHA continues administration responsibilities for the Permanent Supportive Housing grants for the Central Virginia Continuum of Care (CVCoC). There were three (3) grants being administered by three (3) separate entities. This was the first full year for LRHA to administer all three (3) grants. LRHA also was able to increase the number of clients assisted and continues to monitor expenses with the funding to determine when additional clients may be added to the program. This year LRHA has requested HUD approval to combine the three grants into one to make administration easier. HUD has approved this merger and is working to finalize this transition.

The permanent supportive housing programs within the CVCoC maintain and attempt to improve the quality of case management provided to each participant. The case managers of all permanent supportive housing programs develop a housing stability plan with each participant to ensure stability is achieved. The case manager develops a discharge plan with each participant exiting permanent supportive housing to ensure discharge to other more appropriate permanent housing. Additionally, the case managers continue to strengthen the network of community support and resources available to the permanent housing participants. Currently the CVCoC meets HUD's goal of 80% for this objective.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

During the past year the Lynchburg Redevelopment & Housing Authority (LRHA) has completed several capital fund projects. Two (2) more public housing units were renovated to meet Section 504/Americans with Disabilities Act (ADA) accessible compliance. LRHA completed Phase I of the replacement of doors and windows at Dearington Apartments and are ready to issue an Invitation for Bids for Phase II.

The Public Housing Flat Rents were reviewed and updated to 80% of Fair Market Rent as required by the 2015 Appropriations Act. Flat Rents are required to be updated annually with the publication of Fair Market Rents to assure continued compliance. The updated Flat Rents were adopted by the LRHA Board of Commissioners in November 2015 with an effective date of January 1, 2016. The Utility Allowances were updated for Public Housing and Section 8 and were adopted by the LRHA Board of Commissioners in November 2015 with an effective date of January 1, 2016.

LRHA continues performing the Annual Inspection/Housekeeping Inspection process that looks at each unit from: (1) an "asset" perspective – generating work orders for unit repair needs; (2) the "lease" perspective – generating counseling discussions and subsequent action for lease violations; (3) the "tenant" perspective – positively impacting tenant living conditions and attitudes; and (4) the "HUD" perspective – increasing the Real Estate Assessment Center (REAC) Physical Inspection Score. This process resulted in a significant increase in the REAC Physical Inspection scores in February 2016. LRHA increased their scores by 38% from 2015.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

LRHA sent letters to all Public Housing residents advising them of opportunities for homeownership and encouraged them to contact Greater Lynchburg Habitat for Humanity to participate.

Actions taken to provide assistance to troubled PHAs

N/A- The Lynchburg Redevelopment and Housing Authority is not a troubled PHA.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

A primary barrier to affordable housing in the target area is the very low property values in the targeted census tracts. This is a large disincentive to development through renovation because the cost of repair typically exceeds the value of the renovated property. Therefore, only non-profit organizations that can access soft costs funds (i.e. finance and construction related costs) and grant funds are able to conduct rehabilitation projects in these areas. The for-profit developers are unable to conduct the extensive renovations necessary to make the houses in the target market amenable to modern housing demands. However, the City did allocate CDBG and HOME Program funds to non-profit entities to address the needs of extremely low and low-income families and persons. Agencies funded included the Lynchburg Redevelopment and Housing Authority, Greater Lynchburg Habitat for Humanity, Rush Homes, Lynchburg Community Action Group, and Lynchburg Covenant Fellowship.

Lynchburg is a City of relatively low housing costs. Therefore, average income and cost-of-living reflect these somewhat lower housing costs. Recently, there has been a resurgence of housing development, primarily in the outlying areas of the City closest to a local university. Development in the CDBG target areas remain limited to non-profit and subsidized activity. This is due in part to the very low property values in these census tracts and a greater value being placed on improvements to property than to the land itself. In the target areas, this high value on improvements, or buildings, had the effect of costing more than clearing land outside of the target areas, and thereby, negating the opportunities of redevelopment. This is also a large disincentive to development through renovation because the cost of repair typically exceeds the value of the renovated property.

The usual barriers, zoning, building code, and density issues for the targeted census tracts have been interpreted to encourage appropriate development in these areas. This is especially true in the development by non-profit housing providers where the City has waived or offset utility and other fees for making the project more affordable for the very low and low-income residents.

The Lynchburg zoning ordinance was adopted in February 2016. The new zoning ordinance promotes higher density development, more flexibility in the development of smaller urban lots and reduced setbacks in higher density residential zoning districts. The ordinance also allows for more opportunities for mixed-use development, helping promote transit oriented development in lower income neighborhoods. Finally, one major principle carried on throughout the ordinance is greater connectivity amongst neighborhoods, especially through the requirement of sidewalks in all high density residential zoning and commercial districts.

Despite the cost-to-value disparity, there are several incentives that the City offers to private and corporate entities interested in development in the targeted census tracts. Businesses located in the Enterprise Zone benefit from tax exemptions on improvements and other tax incentives. Developers may be given incentives if access to public transportation is located at the development site.

In order to assist in addressing barriers to affordable housing, City Council has taken the appropriate role of supporting cooperative ventures and initiates cooperation where it is needed. City Council has also exercised this coordinating role in its allocation of CDBG and HOME Program funds to nonprofit organizations for housing related projects. All of the homeownership programs funded with federal dollars include an educational component for potential homebuyers about mortgage financing, credit and budgeting issues, and the responsibilities of homeownership.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

To assist in addressing the housing and community development needs of underserved citizens, the City of Lynchburg focused a significant amount of federal resources on rehabilitation, homebuyer activities, and public infrastructure in the CDBG targeted areas. Several non-profit agencies were funded with CDBG and HOME Program funds to undertake rehabilitation and homeownership activities.

Financing availability continues to be one of the main obstacles in addressing underserved needs of the City's residents. With declining government program support, the private sector will have to play a key role in making up for this loss.

The City, particularly through its partnership with local non-profits, has continued to promote the involvement of private citizens, banks, corporations, and others in community development activities. As more people become involved the proper and effective coordination of this involvement will become even more challenging.

Shared responsibility also implies the open exchange of information and the combination of scarce resources. The City maintains a leadership role in this regard, while opening the process to all interested parties, including low- and moderate-income citizens.

The City continues to seek reduction in the number of households with incomes below the poverty line by 10% each year through long-term solutions such as education (including adult education and job skill training), economic development, coordinated supportive services, and Bridges Out of Poverty support program. These areas are traditionally within the local government's sphere of influence and the Lynchburg City Council has placed significant emphasis and funding in these areas through the allocation of CDBG and HOME Program funds.

The City is developing an Affordable Housing Resource Center (AHRC), which is designed as a “one stop shop” for accessing resources and to address and solve people’s housing questions and needs. The Center would offer a “Housing Navigator” who would assist citizens in navigating the vast sea of affordable housing challenges and opportunities in the City. Information, education and training programs would be offered to provide a number of learning tools to citizens to be successful in obtaining and maintaining stable housing. This will be staffed in PY 2016.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

In Lynchburg, approximately 85% of the homes built prior to 1978 contain some lead. Children, particularly those under the age of six, are at risk of lead poisoning if living or repeatedly being in a housing unit containing lead-based paint. Research suggests that lead poisoning has societal costs that include, medical care, special education, behavioral problems, reduced long-term educational attainment, reduced long-term income attainment, increased criminal behavior, and increased hypertension in adolescents and adults.

In accordance with applicable requirements, lead-paint assessments, treatments and/or clearances are conducted on each structure built prior to 1978 in which CDBG and HOME Program funds are expended. City staff provides each subrecipient, through the written agreements, a copy of the lead-based paint regulations and forms that are to be completed according to the scope of work for the various activities.

To protect against this risk, on April 22, 2008, EPA issued a rule requiring the use of lead-safe practices and other actions aimed at preventing lead poisoning. Under the rule, beginning April 22, 2010, contractors performing renovation, repair and painting projects that disturb lead-based paint in homes, child care facilities, and schools built before 1978 must be certified and must follow specific work practices to prevent lead contamination. Contractors are certified through the U. S. Environmental Protection Agency (EPA). This agency provides training programs across the State of Virginia and allows for contractors to submit their application for certification online. A list of the training programs offered and the application are found on the EPA website: EPA Lead Training Programs

Subrecipients are required to ensure that all contractors obtain the proper certification prior to completing a renovation or repair project utilizing CDBG and HOME Program funds. During this reporting period Lyn-CAG utilized four (4) contractors and all had current certifications to conduct lead-based paint renovation, repair, and painting activities pursuant to 40 CFR Part 745.89 for the homeowner rehabilitation projects. Three (3) homes were made lead-free from July 1, 2015 to June 30, 2016.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

- The City of Lynchburg and surrounding counties have started an initiative called Bridges of Central Virginia that uses the Bridges Out of Poverty model to help under-resourced citizens gain self-sufficiency.

  More than 1,000 people from area communities, businesses, schools, and local government agencies have attended trainings to learn the concepts of this model and about poverty and its causes. The trainings are based on the book, Bridges Out of Poverty, by Dr. Ruby Payne. Bridges Out of Poverty is a new lens through which individuals can view themselves, their clients, and the community. It teaches how to think about changes that can be made to break down barriers that are sustaining poverty. Not having enough money is only one aspect of poverty. Poverty is a lack of resources in many areas. People in poverty are often in survival mode, driven by the tyranny of the moment, where the future holds no promise, and support systems taken for granted in middle class and wealth are non-existent. A deeper understanding of their challenges and strengths are helping us partner with them to create opportunities for understanding and success.

  There have been several participants from the community (local churches, Centra Health, schools, Horizon, HumanKind, area Department of Social Services, etc.) have now been trained by Dr. Payne’s staff to continue educating the public through more training. The City of Lynchburg now has a Bridges Out of Poverty day long training available to City employees through its employee development program, the EDGE program. Public trainings are being planned. The City provided $10,000 of General Fund Operating Budget resources for training associated with the “Bridges Out of

Poverty" model.

Other anti-poverty strategies and activities include:

- In December 2015 City Council received a report from the Demographics Research Group at the University of Virginia on "Poverty in Lynchburg, Virginia." This report provided a demographic analysis of Lynchburg with a focus on poverty indicators. There was $18,088 available in the FY 2016 General Fund Operating Budget for this Report. City Council and staff continues to utilize this report for discussions on how Lynchburg might address the high rate of poverty in the City.
- In the FY 2017 General Fund Operating Budget, City Council allocated $50,000 of funding to serve as a resource to support any actions that may be identified to address poverty in the City.
- The Lynchburg Office of Economic Development created two initiatives/programs aimed at providing support to all Lynchburg citizens, including those living at or below the poverty level. The programs are: TechHire, a White House initiative to equip citizens with an employable skill through accelerated learning programs. The second program is CO.STARTERS, a nine-week training program for entrepreneurs. Through these programs, citizens, including those with barriers, are equipped with the skills and support to obtain employment or start a business in the City.
- United Way of Central Virginia - In September 2014, the United Way of Central Virginia (UWCV) Board of Directors voted to designate a minimum of $500,000 over three years to Education Readiness, which refers to a set of skills children need by the time they begin kindergarten as a foundation to future learning.
- Lynchburg City Schools (LCS) - With more than 60% of our community's public school students eligible for free or reduced lunch, Lynchburg City Schools strives to reach not just the student but the family as well. By supporting students' families, they can collectively reach their mission of Every Child, By Name and by Need to Graduation. Recent LCS initiatives that support LCS families in poverty include the addition of three school social workers, three behavioral specialists, more frequent home visits to pre-K families through a partnership with HumanKind and the establishment of the Community Eligibility Program to provide free breakfast and lunch to every child at 10 elementary schools and sites with high poverty rates.
- Greater Lynchburg Transit Company (GLTC) has continued to foster job access to those in need, specifically with the opening of a new Transfer Station which is located in a disadvantaged area of the City. GLTC provided more prompt and efficient access to all routes in the bus system, while providing a badly needed facility in the heart of the

City's most needy populations.

- The City has worked with community organizations to identify food deserts and community gardens in order to improve access to fresh foods and healthier eating among low income persons.
- The City continued the funding of the Coordinated Homeless Intake and Access (CHIA) centralized system for intake assessment of the homeless population.
- The City funded, through the FY 2016 CDBG allocation, the establishment of a "one stop" Affordable Housing Resource Center.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

To minimize gaps and to ensure coordination of the Federal CDBG and HOME Program funds, as well as the City's General Fund, these funds continue to be overseen by several City committees, commissions, and City departments. The City Council, as the governing body of the City of Lynchburg, is responsible for all policy decisions and approves all City funding recommendations. Ultimately funding for housing and non-profit providers is coordinated through City Council.

The City and surrounding counties have started an initiative called Bridges of Central Virginia that uses the Bridges Out of Poverty model to help under-resourced citizens gain self-sufficiency. The implementation of the Bridge Out of Poverty provides a new lens through which individuals can view themselves, their clients, and the community. It teaches how to think about changes that can be made to break down barriers that are sustaining poverty.

The coordinated entry system for the homeless used by the Central Virginia Continuum of Care (CVCoC) provides communication between area service providers to ensure people applying for services are not caught in gaps in program and funding limitations. Use of standard assessment tools helped align appropriate services with resources to fit personal needs. Through a network of case management, community based support systems, financial and rent assistance, and self-sufficiency opportunities, homeless CDBG staff, and CVCoC service providers worked intensely with recipients and their sub-grantees to assure compliance.

City staff regularly attended HUD trainings and webinars, and provided grant management, labor standards, environmental reviews, and project administration assistance to subrecipients to strengthen the overall performance and accomplishments for the CDBG and HOME Program.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

City staff uses its network of housing non-profit and community service organizations to deliver both homeless and anti-poverty services. This network provides strong coordination at the local level with multiple federal, state and local housing and social service programs. These agencies provide direct service for key programs such as: child care, community and economic development, employment training, energy and weatherization assistance, food assistance, Head Start, housing, self-sufficiency programs and training, transportation, veteran's services, and senior and youth services.

A number of the non-profits and social service organizations/agencies are active participants in the Central Virginia Homeless Continuums of Care (CVCoC). This strong engagement with the CVCoC provides another avenue for developing strong partnerships with homeless and housing providers including, the public housing authority, domestic violence providers, and state, county and local social, health and education service providers.

Lyn-CAG's Housing Opportunities for People with Aids (HOPWA) program addresses poverty by providing decent, affordable housing to its clients, a major first step in financial stability. The HOPWA program staff provides educational counseling, needs assessment, case management, supportive services, and facilitates the support group for the HIV/AIDS clients. Staff maintains a partnership with the infectious Disease Physicians in Lynchburg to provide the much needed health and medical services for the HIV/AIDS clients. Lyn-CAG receives funding from the State Department of Housing and Community Development (DHCD), through its Virginia Housing Solutions Program (VHSP) to financially support this program.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City works to affirmatively further fair housing for Lynchburg's populations. In 2014, the City developed and finalized an Analysis of Impediments to Fair Housing Choice (AI). Based on the AI, the City developed a Fair Housing Action Plan (FHAP) that identified the impediments Lynchburg would focus on over the 2015-2020 Consolidated Plan period. Addressing the impediments is a joint effort between the City and its housing and community organizations/agencies. Below are highlights of the impediments identified and the actions taken by the City and various non-profits during PY 2015 to address these impediments.

Highlights of these actions include:

- Allocated the entire HOME Program funding ($305,985) for affordable housing projects within the targeted Census tracts and City-wide based on eligibility criteria.
- Greater Lynchburg Habitat for Humanity (GLHFH) provided down payment assistance to five (5) families in which they were able to write down their mortgage so that the housing units assisted would be affordable.
- GLHFH conducted eight (8) different home buyer counseling classes for persons seeking to purchase a home. Lynchburg Community Action Group (Lyn-CAG) conducted twelve (12) home buyer education classes.
- The City' Rental Inspection Program staff completed 423 cases (homeowner, rental, and neighborhood services) in which the properties were brought up to the Virginia Maintenance Code of the Uniform Statewide Building Code (USBC) standards.
- Lyn-CAG conducted two (2) Fair Housing Workshops in which educational materials regarding fair housing and hoarding rights/laws were provided to the participants.
- The Housing Collaborative organization, consisting of City and Lynchburg Redevelopment and Housing Authority (LRHA) staff, representatives from GLHFH, Lyn-CAG, Rush Homes, Lynchburg Covenant Fellowship (LCF), and Central Virginia Continuum of Care (CVCoC), met throughout the year and discussed proposed housing projects and providing housing for the homeless.
- The Lynchburg Zoning Ordinance was adopted in February 2016. The new zoning ordinance promotes higher density development, more flexibility in the development of smaller urban lots and reduced setbacks in higher density residential zoning districts. The ordinance also allows for more opportunities for mixed-use development, helping promote transit oriented development in lower income neighborhoods. Finally, one major principle carried on throughout the ordinance is greater connectivity amongst neighborhoods, especially through the requirement of sidewalks in all high density residential zoning and commercial districts.
- LRHA completed renovations of two (2) housing units to bring them into Section 504/UFAS compliance. The total is now six (6) public housing units that are compliant.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The Grants Administration Office is responsible for monitoring programs that receive CDBG and HOME Program funds. A subrecipient agreement is prepared for all agencies outside of the local government. This agreement contains the required HUD applicable statutory and regulatory requirements.

Monitoring of projects is done in several ways. First, subrecipients are typically reimbursed for expenses, rather than provided funds in advance. The City requires receipts, time sheets, and other relevant documentation with the reimbursement request. Also, subrecipients are required to submit quarterly performance reports, which are reviewed for consistency with the City's programs and financial records.

During this reporting period, the City's Monitoring Policy was to conduct at least four annual subrecipient on-site monitoring visits. These monitoring visits were conducted by the Grants Administration and Finance Department staff. At the on-site monitoring visits for the housing and acquisition projects, a random selection of address files were reviewed for program compliance. For all other projects a visual inspection was made of the various accomplishments completed with program funds and a narrative submitted on the benefits for low and low-to-moderate-income persons. There is a monitoring checklist that is completed at the time of the review and then summarized. The financial reviews include a selection of reimbursements from the City. The reimbursements are traced through receipt and disbursement of funds. When all staff has completed their reviews the monitoring comments are compiled and a letter written to the agencies advising them of the results of the monitoring reviews and if any corrective action is needed. Technical assistance is provided as needed, or requested.

In addition, the various CDBG and HOME Program activities are monitored remotely through quarterly performance reports and information provided with reimbursement requests.

The City has conducted on-site monitoring visits at the following agencies for PY 2015 CDBG and HOME funded projects:

1) Greater Lynchburg Habitat for Humanity;
2) Lynchburg Redevelopment and Housing Authority;
3) Lynchburg Community Action Group;
4) Rush Homes;
5) Lynchburg Covenant Fellowship; and
6) The Boys and Girls Club of Greater Lynchburg.

City staff reviewed written agreements, agency procedures and client records with each monitoring source. The written monitoring reports will be provided to the agencies upon completion by City staff. Overall, each agency was in compliance with the CDBG and HOME program regulations and guidelines for the various programs/activities completed.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

On September 12, 2016 a public notice was published in the *News and Advance* stating that a draft of the proposed Program Year 2015 Consolidated Annual Performance Report (CAPER) was available for public review for a 15-day public comment period. The advertisement stated that City Council would be conducting a public hearing on September 27, 2016 to receive public comments regarding the draft CAPER.

In addition to the 15-day public comment period and the public hearing held by City Council, copies of the draft CAPER were made available for public review at the following locations in and throughout the City:

- Grants Administration Office, Second Floor, City Hall, 900 Church Street, Lynchburg, Virginia 24504
- Lynchburg Public Library, 2311 Memorial Avenue, Lynchburg, Virginia 24501
- Downtown Branch Library, City Hall, Basement Floor, 900 Church Street, Lynchburg, Virginia 24504
- City website at http://www.lynchburgva.gov/grants-administration

The draft report provided citizens with details concerning the federal funds made available to the City for furthering the objectives of the Consolidated Plan. The report also identified the total amount of funds available (including program income), the total amount of funds expended during the reporting period, and the geographic distribution of expenditure of funds within the various census tracts.

Citizen Comments- Any citizen comments received during the public comment period and/or at the City Council public hearing will be incorporated in to the CAPER prior to submittal to HUD.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

There were no changes in the City's program goals and objectives during the program year. Activities were consistent with the goals specified in the 2015-2020 Consolidated Plan.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?	No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

In PY 2015 there were 89 annual inspections completed by the Management Agency, Community Housing Partners (CHP), for the Hilltop Homes, Central City and College Hill rental units. In addition to these annual inspections, exterminations are done to each rental unit which allows for an additional opportunity for inspection.

Rush Homes conducted annual inspections on all of its 52 rental units at Victoria Ridge and Armstrong Place Apartments. In addition, as clients vacate properties inspections are conducted prior to new clients occupying the units.

Lynchburg Covenant Fellowship conducted annual inspections in both of the HOME-assisted rental units at Lynchburg High and Frank Roane Apartments.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

The City of Lynchburg requires HOME Program recipients, who develop more than five rental housing units, to submit affirmative marketing plans. The City monitors HOME rental housing projects annually to ensure that projects are in compliance with affirmative marketing policies and meet minimum housing quality standards. Those agencies that submitted affirmative marketing plans included: Rush Homes for Victoria Ridge and Armstrong Place Apartments and Lynchburg Covenant Fellowship for Lynchburg High and Frank Roane Apartments. Each of these plans were in compliance with HUD guidelines for affirmative marketing plans.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

There wasn't any program income for the HOME Program in PY 2015.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

Section 8 funds: The Lynchburg Redevelopment and Housing Authority (LRHA) administers the HUD Section 8 Housing Choice Voucher Program (HCV) for the City and provides rent subsidies to 833 households. LRHA spent approximately $3,568,224 in Section 8 funding for PY 2015 The Housing Choice Voucher Program is the Federal government's major program for assisting very low-income families, the elderly, and the disabled to afford decent, safe, and sanitary housing in the private market. Since housing assistance is provided on behalf of the family or individual, participants are able to find their own housing, including single-family homes, townhouses and apartments.

Low-Income Housing Tax Credits (LIHTC): The federal 4% and 9% LIHTC is the principal source of funding for affordable rental housing units that are constructed or rehabilitated. They are a dollar-for-dollar credit against federal tax liability. In Program Year 2015 Rush Homes and Lynchburg Covenant Fellowship utilized this federal resource for the rehabilitation of Armstrong Place and Frank Roane Apartments, which consisted of 54 rental housing units for persons with disabilities and the elderly.

HUD VASH: In Program Year 2015 LRHA received three (3) Veteran Affairs Supportive Housing (HUD-VASH) housing vouchers from the Roanoke Redevelopment and Housing Authority (RRHA) in order to house homeless veterans in Lynchburg who had formerly lived in the Roanoke, Virginia area. LRHA is not a direct recipient of HUD-VASH vouchers. These vouchers were issued to RRHA from the U. S. Department of Veteran Affairs. The HUD-VASH program combines housing choice voucher rental assistance for homeless Veterans with case management and clinical services provided by the Department of Veterans Affairs (VA). The Roanoke Regional VA Office provides these services for participating Veterans within the Lynchburg area.

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 27, 2016** AGENDA ITEM #: **3**

CONSENT: REGULAR: **X** WORK SESSION: CLOSED SESSION: (Confidential)
ACTION: **X** INFORMATION:

ITEM TITLE: Improving Criminal Justice Responses Grant Program

Strategic Pillar(s) Impacted:

___Arts & Culture	___Citizen Engagement & Social Capital	___Economic Development	___Healthy & Active Living
___Infrastructure	___Land Use	___Lifelong Learning	___Natural Resources
___Neighborhoods	_X_ Safe Community	___Social Equity	___Transportation
			___Administrative

RECOMMENDATION: Adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget to appropriate $448,770 with resources from the FY 2017 Office on Violence Against Women – Improving Criminal Justice Response Program, also known as Arrest Program, to enhance the criminal justice response to sexual assault, domestic violence, dating violence, stalking, and protective order process.

SUMMARY: The Commonwealth's Attorney's Office, was awarded $448,770 in FY 2017 Improving Criminal Justice Responses Program for the period of 10/1/2016 to 9/30/19. The Office of the Commonwealth's Attorney is requesting approval to appropriate $448,770 towards the following criminal justice responses and victim services:

- hire a part-time Community Safety Investigator
- hire a part-time Domestic/Dating Violence Prosecutor
- hire a consultant for the Domestic Abuse Coordinated Community Response Team
- in partnership with the YWCA Domestic Violence Prevention Center and Sexual Assault Response Program, place a full-time community advocate within the Lynchburg Juvenile and Domestic Relations District Court to assist victims with the protective order process
- training for new and seasoned staff members
- computers and equipment for newly hired staff

Staff hired within FY 2017 will be informed that the renewal of the position will be based on the amount of grant monies available. At the conclusion of the grant award period or September 30, 2019, there is an opportunity to apply for continuation of these funds for 36 months or to 10/1/19 to 9/30/22.

PRIOR ACTION(S):
September 27, 2016 Finance Committee

FISCAL IMPACT: No local impact

CONTACT(S):
Michael Doucette, Commonwealth's Attorney, 455-3762
Donna Nash, Office/Grants Administer, Office of the Commonwealth's Attorney, 455-3770

ATTACHMENT(S):
Resolution
Copy of the FY2017 U.S. Department of Justice, Office on Violence Against Women Grant Award

REVIEWED BY: bms

RESOLUTION:
BE IT RESOLVED that the FY 2017 City/Federal/State Aid Fund budget is amended and $448,770 is appropriated with resources from the FY 2017 Office on Violence Against Women (OVW) Improving Criminal Justice Response Program to meet the needs of the community regarding criminal justice responses and victim services.

Introduced: Adopted:

Certified: ________________________________
Clerk of Council

135v

U.S. Department of Justice

Office on Violence Against Women

September 13, 2016

Washington, D.C. 20531

Mr. L. Kimball Payne III
City of Lynchburg
900 Church Street
Lynchburg, VA 24504

Dear Mr. Payne:

On behalf of Attorney General Loretta Lynch, it is my pleasure to inform you that the Office on Violence Against Women has approved your application for funding under the Improving Criminal Justice Responses Program in the amount of $448,770 for City of Lynchburg. The Improving Criminal Justice Responses Program is designed to encourage partnerships between state, local, and tribal governments; courts; victim service providers; coalitions; and rape crisis centers to ensure that sexual assault, domestic violence, dating violence, and stalking are treated as serious violations of criminal law.

Enclosed you will find the award package. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact Tya Johnson at (202) 514-8680. For financial grants management questions, contact the OVW Grants Financial Management Division at (202) 514-8556, or by e-mail at ovw.gfmd@usdoj.gov. For payment questions, contact the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or by email at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

Bea H

Bea Hanson
Principal Deputy Director

Enclosures

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 27, 2016** AGENDA ITEM #: **4**

CONSENT: REGULAR: **X** WORK SESSION: CLOSED SESSION:
ACTION: **X** INFORMATION: (Confidential)

ITEM TITLE: Department of Corrections Offender (Inmate) Labor

Strategic Pillar(s) Impacted:

___Arts & Culture	___Citizen Engagement & Social Capital	___Economic Development	___Healthy & Active Living
___Infrastructure	___Land Use	___Lifelong Learning	___Natural Resources
___Neighborhoods	_X_Safe Community	___Social Equity	___Transportation
			_**X**_Administrative

RECOMMENDATION: Approve a resolution allowing Virginia Department of Transportation (VDOT) through the Department of Corrections (DOC) to use offender labor along Route 460 to assist with roadside maintenance such as litter control, brush cutting, cleaning ditches and other drainage items.

SUMMARY: Don Austin, VDOT Resident Administrator for Appomattox Residency, has requested the City to update a previous letter from 1999 to approve the use of offender labor to provide routine maintenance along Route 460. The Appomattox Residency is responsible for the maintenance of Route 460 within the City Limits including the interchanges with Route 501 and Candler's Mountain Road. After concurrence with the City, VDOT will request permission from the DOC for using the offender labor and DOC will determine the allowable work locations. The crews normally consist of up to 10 offenders, a DOC guard and VDOT supervisor. The Police Department has no concerns with this program.

PRIOR ACTION(S): February 13, 1996 – City Council Resolution

FISCAL IMPACT: None

CONTACT(S): Lee Newland, City Engineer - 455-3947
Gaynelle Hart, Director of Public Works - 455-4406

ATTACHMENT(S): Request letter from VDOT
Resolution

REVIEWED BY: bms

RESOLUTION:

WHEREAS, the Lynchburg City Council desires to continue to allow the use of offender labor within the City Limits with the Virginia Department of Transportation; and,

WHEREAS, this extension allows the use of supervised, non-violent offender labor for general maintenance activities along Route 460 as determined by the Department of Corrections (DOC); and,

WHEREAS, in order to allow the use of offender labor within the City Limits, the localities governing body must pass a resolution requesting and accepting the use of offender labor;

NOW, THEREFORE, BE IT RESOLVED THAT: The Lynchburg City Council hereby requests and reaffirms its commitments to allow DOC supervised and non-violent offender labor within the City Limits.

Adopted:

Certified:______________________
Clerk of Council

COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION
4219 CAMPBELL AVENUE
LYNCHBURG, VIRGINIA 24501
VDOT.Virginia.gov

CHARLES A. KILPATRICK, P.E.
COMMISSIONER

August 8, 2016

Mr. Lee Newland
City Engineer
City of Lynchburg
City Hall
Lynchburg, VA 24505

Dear Mr. Newland,

The Appomattox Residency is responsible for the maintenance of Route 460 within the City Limits from the ECL of Lynchburg to the WCL of Lynchburg and associated interchanges with Route 501 and Candlers Mt. Road. In 1999 the Department of Corrections approved the use of offender labor along this corridor with the concurrence from City Council. We have been requested to update this agreement with a new request for approval.

The offender labor through this area has been used to assist in the roadside maintenance such as litter control, brush cutting, cleaning ditches and other drainage items. The crews normally consist of up to 10 offenders, a DOC guard and VDOT Supervisor. The DOC determines the allowable work locations during the approval process.

As part of the approval process DOC requires that the locality provide a formal request to use DOC offender labor within the Corporate Limits of the City. I would appreciate the city considering this request and submit a new resolution to this office for processing with the DOC.

Attached are copies of the previous documents submitted.

Thanks for your consideration and if you need additional information please give me a call.

Sincerely,

Don Austin

Don Austin
Residency Administrator
Appomattox Residency
(434) 352-5267

The City of Lynchburg, Virginia
1700 MEMORIAL AVENUE, LYNCHBURG, VIRGINIA 24501 • (804) 847-1626

April 23, 1999

Ms. Sandra B. Lindsay
Resident Engineer
Virginia Department of Transportation
P. O. Box 249
Appomattox, VA 24522

RE: Inmate Labor – Route 460 Bypass
City of Lynchburg

Dear Ms. Lindsay:

In November of 1995 the City received a request from Mr. Jerry W. Kilgore, Office of the Governor, asking the City to take advantage of the Community Work Project Program sponsored by the Virginia Department of Corrections. Through Council action on February 13, 1996 the City resolved that it be allowed to participate in the Community Work Project Program established by the Virginia Department of Corrections and accepted use of supervised, non-violent inmates for work projects within the City. I don't believe this was ever followed up on until we received your letter of April 2, 1999.

With the above action the City is making a formal request to use the inmates within the corporate limits on the 460 Bypass and other roadways within the City as described in your letter. Please accept this request and submit it to the Virginia Department of Corrections for processing.

I have enclosed background information and a copy of the Council report for your records and file. If you need further information or have any questions, please call.

Sincerely,

William T. Wilson, P.E.
Construction Engineer

WTW/myc

cc: Charles F. Church, City Manager
Raymond A. Booth, P.E., Director of Public Works

RECEIVED
APR 26 1999
APPOMATTOX
RESIDENCY OFFICE

COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION
P. O. BOX 249
APPOMATTOX, 24522

DAVID R. GEHR
COMMISSIONER

SANDRA B. LINDSAY
RESIDENT ENGINEER

April 2, 1999

RECEIVED
APR 8 1998
STREETS & SANITATION

Mr. Raymond Booth
Director of Public Works
City of Lynchburg
City Hall
Lynchburg, VA 24505

SUBJECT: Inmate Labor – Route 460 Bypass
City of Lynchburg

Dear Mr. Booth:

The Appomattox Residency is responsible for the maintenance of the Route 460 Bypass in the City of Lynchburg from Route 501 to the West Corporate Limits near Route 29. The Department would like to acquire approval from the Department of Corrections (DOC) for inmates to assist in the roadside maintenance such as litter control, brush cutting, cleaning ditches and other drainage items.

This section of roadway being high volume and the main route to the City of Lynchburg landfill requires a higher frequency of litter pickup than our VDOT forces are able to perform. Use of the inmate crews will enhance our capabilities of keeping this section in a more acceptable appearance.

An inmate crew normally consists of 10 inmates, VDOT Supervisor and DOC guard. The inmate crew work will be limited to areas that are approved by the DOC. Their preliminary assessment indicates that they will be allowed to work along this entire stretch of roadway with the exception of the WBL in the area of Candlers Station and Liberty University.

The DOC policies require the City to make a formal request by resolution to use the inmates within the corporate limits on the 460 Bypass. I would appreciate the city considering this request and submit a resolution to this office for processing with the Department of Corrections.

If you need additional information or clarification, please give me a call.

Sincerely,

Sandra B. Lindsay

Sandra B. Lindsay
Resident Engineer

Cc: Tom Wilson
Randy Valentine
Bobby Clark

LYNCHBURG CITY COUNCIL REPORT **AGENDA ITEM #** 10

NG DATE: February 13, 1996 REPORT NUMBER: ______

SYNOPSIS On November 7, 1995, the City received information from the Virginia Department of Corrections, regarding their community work project program. The program seeks to place supervised groups of non-violent offenders into work projects across the state in partnership with local governments. The Department of Corrections provides labor as well as the certified correctional officer. The City must provide materials needed and a foreman to direct the project. Typical work projects in Lynchburg would include cleanup of public rights-of-way, maintenance of grounds and parks, maintenance of trail systems, painting, and other related work.

In order to initiate this partnership process, a resolution must be passed by City Council accepting the use of inmate labor. The City's cost is limited to supplies and materials, labor cost for a foreman, and equipment cost. The benefit of the free labor will off-set these costs. Since the inmates are guarded by Department of Correction personnel, there is no liability to the City arising from the actions of the inmates. The Physical Development Committee has reviewed this matter, and the following resolution is presented for Council consideration.

REQUIRED ACTION

A resolution accepting use of inmate labor for work projects in the City of Lynchburg.

WHEREAS, the Virginia Department of Corrections has established a Community Work Program to allow state agencies and localities to use supervised, non-violent inmates in work projects;

WHEREAS, the Community Work Program gives localities a cost efficient way to complete work projects and gives inmates the opportunities to contribute to the community as well as build marketable skills;

WHEREAS, in order to allow a locality to participate in the Community Work Program its governing body must pass a resolution requesting and accepting the use of inmate labor within the locality;

WHEREAS, NOW, THEREFORE, BE IT RESOLVED, That the Lynchburg City Council hereby requests that it be allowed to participate in the Community Work Program established by the Virginia Department of Corrections and does hereby accept use of supervised, non-violent inmates for work projects within the Lynchburg City limits.

Introduced: Adopted:

Certified: ______________________

Clerk of Council

A-38

BACKGROUND

Same as "Synopsis" above.

DRAFT COUNCIL REPORT

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 27, 2016** AGENDA ITEM #: **5**

CONSENT: REGULAR: **X** WORK SESSION: CLOSED SESSION: (Confidential)
ACTION: **X** INFORMATION:

ITEM TITLE: Virginia Department of Transportation (VDOT) Transportation Alternatives Program Grant Award for Dearington Neighborhood Sidewalk

Strategic Pillar(s) Impacted:

___Arts & Culture	___Citizen Engagement & Social Capital	___Economic Development	_X_Healthy & Active Living
_X_Infrastructure	___Land Use	___Lifelong Learning	___Natural Resources
_X_Neighborhoods	_X_Safe Community	___Social Equity	_X_Transportation
			___Administrative

RECOMMENDATION: Adopt a resolution to amend the FY 2017 City Capital Projects Fund budget and appropriate $168,244 with resources from a Virginia Department of Transportation (VDOT) Transportation Alternatives Program grant to install sidewalk in the Dearington neighborhood.

SUMMARY: In November 2015 an application was submitted to the Virginia Department of Transportation (VDOT) requesting funds to install sidewalk in the Dearington neighborhood under the Transportation Alternatives Program. The proposal was to complete the sidewalk route from Dearington Heights Apartments to the Dearington Elementary School, the neighborhood market, and the GLTC bus stop. This section of sidewalk was left out of the original Safe Routes to School project due to lack of funding. The scope of work includes safety measures such as ADA ramps and a crosswalk as well as storm drainage inlets. In September, the City was notified its grant application was approved.

The program uses federal pass-through funds. The cost estimate for the project is $210,305; $168,244 in grant funds with a required 20% local match of $42,061. Funds already appropriated in the General Street Improvement Project within the City Capital Projects Fund will be moved to this project to satisfy the match requirement; therefore, only the $168,244 of grant funds needs appropriation.

PRIOR ACTION(S): November 10, 2015 Physical Development Committee (PDC) and City Council
September 12, 2016 PDC
September 27, 2016 Finance Committee

FISCAL IMPACT: The required local match of $42,061 is already appropriated in the City Capital Projects Fund; therefore, only the grant funds of $168,244 need appropriation.

CONTACT(S): Lee Newland, City Engineer, 455-3947
Maggie Cossman, City Transportation Engineer, 455-3935
Gaynelle Hart, Director of Public Works, 455-4406

ATTACHMENT(S): Resolution

REVIEWED BY: bms

RESOLUTION:

BE IT RESOLVED that the FY 2017 City Capital Project Fund budget is amended and $168,244 is appropriated with resources from a Virginia Department of Transportation (VDOT) Transportation Alternatives Program grant to install sidewalk in the Dearington neighborhood.

Introduced: Adopted:

Certified: ______________________________
Clerk of Council

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LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 27, 2016** AGENDA ITEM #: **6**

CONSENT: REGULAR: **X** WORK SESSION: CLOSED SESSION:
ACTION: **X** INFORMATION: (Confidential)

ITEM TITLE: Highway Safety Improvement Program Grant Award for Pedestrian and Signal Improvements on Rivermont Avenue

Strategic Pillar(s) Impacted:

___Arts & Culture	___Citizen Engagement & Social Capital	___Economic Development	_X_Healthy & Active Living
_X_Infrastructure	___Land Use	___Lifelong Learning	___Natural Resources
_X_Neighborhoods	_X_Safe Community	___Social Equity	_X_Transportation
			___Administrative

RECOMMENDATION: Adopt a resolution to amend the FY 2017 City Capital Projects Fund budget and appropriate $510,000 with resources from a Highway Safety Improvement Program grant to install pedestrian and signal improvements along Rivermont Avenue from Bedford Avenue to Link Road.

SUMMARY: The City has been awarded $510,000 in federal funds for pedestrian and signal improvements along Rivermont Avenue from Bedford Avenue to Link Road. Staff is developing a scope of work and anticipates finalizing design by spring 2017.

The project is funded through the Highway Safety Improvement Program and is 100% reimbursable, requiring no local match.

PRIOR ACTION(S): September 12, 2016 Physical Development Committee (PDC)
September 27, 2016 Finance Committee

FISCAL IMPACT: The federal grant is 100% reimbursable; therefore, no local match is required.

CONTACT(S): Lee Newland, City Engineer, 455-3947
Maggie Cossman, City Transportation Engineer, 455-3935
Gaynelle Hart, Director of Public Works, 455-4406

ATTACHMENT(S): Resolution

REVIEWED BY: bms

RESOLUTION:

BE IT RESOLVED that the FY 2017 City Capital Project Fund budget is amended and $510,000 is appropriated with resources from a Highway Safety Improvement Program grant to install pedestrian and signal improvements along Rivermont Avenue from Bedford Avenue to Link Road.

Introduced: Adopted:

Certified: ______________________________
Clerk of Council

139V

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 27, 2016** AGENDA ITEM #: **7**

CONSENT:	REGULAR: **X**	WORK SESSION:	CLOSED SESSION:
ACTION: **X**	INFORMATION:		(Confidential)

ITEM TITLE: Police Department Participation in the Department of Motor Vehicles (DMV) Highway Safety Grant – Speed Enforcement

Strategic Pillar(s) Impacted:

___Arts & Culture	___Citizen Engagement & Social Capital	___Economic Development	___Healthy & Active Living
___Infrastructure	___Land Use	___Lifelong Learning	___Natural Resources
___Neighborhoods	_X_Safe Community	___Social Equity	___Transportation
			___Administrative

RECOMMENDATION: Adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $21,000 with resources of $14,000 from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment match of $5,929 and $1,071 transferred from the FY 2017 General Fund Police Department budget to provide funds for speed enforcement activities.

SUMMARY: The Department of Motor Vehicles Highway Safety Program has awarded the City a $14,000 grant. The funds will be used for speed enforcement activities.

The grant excludes reimbursement of FICA (Medicare and Social Security) benefit costs associated with the allotted overtime; however, funding of $1,071 is available for transfer from the FY 2017 Police Department budget to cover this expense.

An in–kind match of $5,929 in police equipment and services is part of the grant agreement.

PRIOR ACTION(S):
September 27, 2017 Finance Committee

BUDGET IMPACT: The grant requires the Police Department to pay the FICA (Medicare and Social Security) benefits associated with the allotted overtime funds; $1,071 from the FY 2017 General Fund Police Department budget will be used to cover this expense.

CONTACT(S):
Chief R.M. Diaz, 455-6104
Captain M.L. Jamison, 455-6168

ATTACHMENT(S):
Resolution

REVIEWED BY: bms

RESOLUTION:

BE IT RESOLVED that the FY 2017 City/Federal/State Aid Fund budget is amended and $21,000 is appropriated with resources of $14,000 from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment match of $5,929 and $1,071 transferred from the FY 2017 General Fund Police Department budget to provide funds for speed enforcement activities.

Introduced: Adopted:

Certified: ______________________________
Clerk of Council

130V

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 27, 2016** AGENDA ITEM #: **8**

CONSENT: REGULAR: **X** WORK SESSION: CLOSED SESSION:
ACTION: **X** INFORMATION: (Confidential)

ITEM TITLE: 2016 Edward Byrne Memorial Justice Assistance Grant (JAG)

Strategic Pillar(s) Impacted:

___Arts & Culture	___Citizen Engagement & Social Capital	___Economic Development	___Healthy & Active Living
___Infrastructure	___Land Use	___Lifelong Learning	___Natural Resources
___Neighborhoods	_X_Safe Community	___Social Equity	___Transportation
			___Administrative

RECOMMENDATION: Adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $43,797 with resources from an Edward Byrne Memorial Justice Assistance Grant (JAG) to purchase law enforcement equipment for the Lynchburg Police Department, Lynchburg Sheriff's Office and the Office of the Commonwealth's Attorney.

SUMMARY: The City of Lynchburg is eligible to receive $43,797 in Edward Byrne Memorial Justice Assistance Grant (JAG) funding. Funding will be utilized by the Lynchburg Police Department to purchase tourniquets to equip officers with additional first aid measures, to purchase two (2) money scanners with software for the Special Investigations Unit and Property and Evidence Unit to allow for a more efficient and effective way of tracking and counting money used in undercover operations, to purchase forensic software to enhance the Lynchburg Police Department's means of investigating and closing cases involving technology, and to purchase Surface computer systems for the Vice/Narcotics Unit to replace outdated laptops ($34,587). The Lynchburg Sheriff's Office will utilize funds to purchase thirty-one (31) pistol flashlights and holsters ($4,940). The Office of the Commonwealth's Attorney will utilize funds to purchase three (3) laptop computers ($4,270). Total equipment cost is $43,797, which is fully reimbursable by the grant. No local matching funds are required.

PRIOR ACTION(S):
September 27, 2016 Finance Committee;
June 14, 2016 Finance Committee – Approval of grant application submission;

FISCAL IMPACT: None, no local match is required

CONTACT(S):
Police Chief Raul Diaz, 455-6104
Captain R.S. Trent, 455-6182

ATTACHMENT(S):
Resolution

REVIEWED BY: bms

RESOLUTION:

BE IT RESOLVED that the FY 2017 City/Federal/State Aid Fund budget is amended and $43,797 is appropriated with resources from the 2016 Edward Byrne Memorial Justice Assistance Grant (JAG) to purchase law enforcement equipment for the Lynchburg Police Department, Lynchburg Sheriff's Office and the Office of the Commonwealth's Attorney.

Introduced: Adopted:

Certified: ______________________________
Clerk of Council

132V

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 27, 2016** AGENDA ITEM #: **9**

CONSENT: REGULAR: **X** WORK SESSION: CLOSED SESSION:
ACTION: **X** INFORMATION: (Confidential)

ITEM TITLE: Police Bulletproof Vest Partnership 2016 Grant Funding

Strategic Pillar(s) Impacted:
___Arts & Culture ___Citizen Engagement & Social Capital ___Economic Development ___Healthy & Active Living
___Infrastructure ___Land Use ___Lifelong Learning ___Natural Resources
___Neighborhoods _X_ Safe Community ___Social Equity ___Transportation
___Administrative

RECOMMENDATION: Adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $49,459.20 with resources of $24,729.60 from the Bulletproof Vest Partnership 2016 Grant Program and $24,729.60 transferred from the FY 2017 General Fund Police Department ($20,865.60) and Sheriff's Office ($3,864) budgets to purchase 64 replacement bulletproof vests for law enforcement officers.

SUMMARY: Total vest replacement costs are $49,459.20. The grant requires a 50% local match; these funds are available in the FY 2017 General Fund Police Department and Sheriff's Office operating budgets.

PRIOR ACTION(S):
September 27, 2016 Finance Committee

FISCAL IMPACT: The required local match is budgeted in the FY 2017 General Fund Police Department and Sheriff's Office operating budgets; therefore, no additional funds are required.

CONTACT(S):
Chief R.M. Diaz, 455-6104
Captain R.S. Trent, 455-6182

ATTACHMENT(S):
Resolution

REVIEWED BY: bms

RESOLUTION:

BE IT RESOLVED that the FY 2017 City/Federal/State Aid Fund budget is amended and $49,459.20 is appropriated with resources of $24,729.60 from the Bulletproof Vest Partnership 2016 Grant Program and $24,729.60 transferred from the FY 2017 General Fund Police Department ($20,865.60) and Sheriff's Office ($3,864) budgets to purchase 64 replacement bulletproof vests for law enforcement officers.

Introduced: Adopted:

Certified: ______________________________
Clerk of Council

137V

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 27, 2016** AGENDA ITEM #: **10**

CONSENT:	REGULAR: **X**	WORK SESSION:	CLOSED SESSION:
ACTION: **X**	INFORMATION:		(Confidential)

ITEM TITLE: Police Department Participation in the DMV Highway Safety Grant – Driving Under the Influence (DUI) Enforcement and Other Safety Related Activities

Strategic Pillar(s) Impacted:

___Arts & Culture	___Citizen Engagement & Social Capital	___Economic Development	___Healthy & Active Living
___Infrastructure	___Land Use	___Lifelong Learning	___Natural Resources
___Neighborhoods	_X_Safe Community	___Social Equity	___Transportation
			___Administrative

RECOMMENDATION: Adopt a resolution to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $63,942 with resources of $42,628 from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment match of $18,537 and $2,777 transferred from the FY 2017 General Fund Police Department budget to provide selective DUI and occupant restraint enforcement activities, attend related training and purchase equipment.

SUMMARY: The Department of Motor Vehicles Highway Safety Program has awarded the City a $63,942 grant. The funds will be used for selective DUI and speed enforcement activities, to attend related training and to purchase equipment for DUI enforcement.

This grant excludes reimbursement of FICA (Medicare and Social Security) benefit costs associated with the allotted overtime; however, funding of $2,777 is available for transfer from the FY 2017 General Fund Police Department budget to cover this expense.

An in–kind match of $18,537 in police equipment and services is part of the grant agreement.

PRIOR ACTION(S):
September 27, 2016 Finance Committee

FISCAL IMPACT: The grant requires the Police Department to pay the FICA (Medicare and Social Security) benefits associated with the allotted overtime funds; $2,777 from the FY 2017 General Fund Police Department budget will be used to cover this expense.

CONTACT(S):
Chief R.M. Diaz, 455-6104
Captain R.S. Trent, 455-6182

ATTACHMENT(S):
Resolution

REVIEWED BY: bms

RESOLUTION:

BE IT RESOLVED that the FY 2017 City/Federal/State Aid Fund budget is amended and $63,942 is appropriated with resources of $42,628 from the Department of Motor Vehicles Highway Safety Grant, an in-kind service and equipment match of $18,537 and $2,777 transferred from the FY 2017 General Fund Police Department budget to provide selection DUI and occupant restraint enforcement activities, attend related training and purchase equipment.

Introduced: Adopted:

Certified: ______________________________
Clerk of Council

131V

// City Council met at 6:00 p.m. at the Lynchburg City Schools Empowerment Academy located at the corner of 12th and Madison Streets. Mr. Ben Copeland, Assistant Superintendent of Operations and Administration announced the opening of a new program focused on helping struggling high school students reach the goal of graduation. The Empowerment Academy is an alternative school designed to meet the needs of high school students who are not reaching their full potential or need a specialized learning environment to obtain academic success. A tour of the school was held after the ceremony.

// A regular meeting of the Council of the City of Lynchburg was held on the 27th day of September, 2016, at 7:30 P.M. in the Council Chamber, City Hall, Joan Foster, President, presiding. Council Member Nelson gave the Invocation, followed by the Pledge of Allegiance. The following Members were present:

Present: Dolan, Helgeson, Nelson, Wilder, Foster	5
Absent: Perrow, Tweedy	2

// Mayor Foster recognized School Resource Officer (SRO) Ronnie Coleman with the Lynchburg Police Department for participating in the marching band at Heritage High School during one of their games. Officer Coleman stated he enjoyed playing the drums like he did when he attended Heritage High School.

// Copies of the minutes of the September 13, 2016 meeting, having been previously furnished Council, reading was dispensed with, and on motion of Council Member Nelson, seconded by Council Member Helgeson, Council by the following recorded vote approved the minutes as amended:

Ayes: Dolan, Helgeson, Nelson, Wilder, Foster	5
Noes:	0
Absent: Perrow, Tweedy	2

// In the matter of Community Development – CDBG, a public hearing was held regarding City Council Report #2 on the 2015 (FY 2016) Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and HOME Program. Grants Manager Melva Walker gave a summary of the request on the CAPER program and stated that there had been no comments or concerns to this date from citizens regarding the Consolidated Annual Performance and Evaluation Report and the Community Development Block Grant and HOME Program. There was no one else present who wished to speak to this item, and the public hearing was closed. On motion of Council Member Nelson, seconded by Council Member Wilder, Council by the following recorded vote adopted Resolution #R-16-107, as presented, approving the submission of the 2015 (FY 2016) Consolidated Annual Performance and Evaluation Report (CAPER) to the U. S. Department of Housing and Urban Development (HUD):

Ayes: Dolan, Helgeson, Nelson, Wilder, Foster	5
Noes:	0
Absent: Perrow, Tweedy	2

// In the matter of Commonwealth Attorney, City Council Report #3 was considered. Council Member Helgeson, Chair of the Finance Committee (FC), stated that this item came before the FC which recommended approval. This motion does not require a second and Council by the following recorded vote introduced and laid over to a later meeting for final action Resolution #R-16-108, as presented, to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $448,770 with resources from the FY 2017 Office on Violence Against Women (OVW) Improving Criminal Justice Response Program to meet the needs of the community regarding criminal justice responses and victim services:

Ayes:	Dolan, Helgeson, Nelson, Wilder, Foster	5
Noes:		0
Absent:	Perrow, Tweedy	2

// In the matter of Public Works – General, City Council Report #4 was considered. On motion of Council Member Helgeson, seconded by Council Member Nelson, Council by the following recorded vote introduced and laid over to a later meeting for final action Resolution #R-16-109, as presented, allowing Virginia Department of Transportation (VDOT) through the Department of Corrections (DOC) to use offender labor along Route 460 to assist with roadside maintenance such as litter control, brush cutting, cleaning ditches and other drainage items:

Ayes:	Dolan, Helgeson, Nelson, Wilder, Foster	5
Noes:		0
Absent:	Perrow, Tweedy	2

// In the matter of Public Works – General, City Council Report #5 was considered. Council Member Helgeson, Chair of the Finance Committee (FC), stated that this item came before the FC which recommended approval. This motion does not require a second and Council by the following recorded vote introduced and laid over to a later meeting for final action Resolution #R-16-110, as presented, to amend the FY 2017 City Capital Projects Fund budget and appropriate $168,244 with resources from a Virginia Department of Transportation (VDOT) Transportation Alternatives Program grant to install sidewalk in the Dearington neighborhood:

Ayes:	Dolan, Helgeson, Nelson, Wilder, Foster	5
Noes:		0
Absent:	Perrow, Tweedy	2

// In the matter of Public Works – General, City Council Report #6 was considered. Council Member Helgeson, Chair of the Finance Committee (FC), stated that this item came before the FC which recommended approval. This motion does not require a second and Council by the following recorded vote introduced and laid over to a later meeting for final action Resolution #R-16-111, as presented, to amend the FY 2017 City Capital Projects Fund budget and appropriate $510,000 with resources from a Highway Safety Improvement Program grant to install pedestrian and signal improvements along Rivermont Avenue from Bedford Avenue to Link Road:

Ayes:	Dolan, Helgeson, Nelson, Wilder, Foster	5
Noes:		0
Absent:	Perrow, Tweedy	2

// In the matter of Police – General, City Council Report #7 was considered. Council Member Helgeson, Chair of the Finance Committee (FC), stated that this item came before the FC which recommended approval. This motion does not require a second and Council by the following recorded vote introduced and laid over to a later meeting for final action Resolution #R-16-112, as presented, to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $21,000 with resources of $14,000 from the Department of Motor Vehicles Highway Safety Grant, and an in-kind service and equipment match of $5,929 and $1,071 transferred from the FY 2017 General Fund Police Department budget to provide funds for speed enforcement activities:

Ayes: Dolan, Helgeson, Nelson, Wilder, Foster 5

Noes: 0

Absent: Perrow, Tweedy 2

// In the matter of Police – General/Sheriff/Commonwealth Attorney, City Council Report #8 was considered. Council Member Helgeson, Chair of the Finance Committee (FC), stated that this item came before the FC which recommended approval. This motion does not require a second and Council by the following recorded vote introduced and laid over to a later meeting for final action Resolution #R-16-113, as presented, to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $43,797 with resources from the 2016 Edward Byrne Memorial Justice Assistance Grant (JAG) to purchase law enforcement equipment for the Lynchburg Police Department, Lynchburg Sheriff's Office and the Office of the Commonwealth's Attorney:

Ayes: Dolan, Helgeson, Nelson, Wilder, Foster 5

Noes: 0

Absent: Perrow, Tweedy 2

// In the matter of Police – General, City Council Report #9 was considered. Council Member Helgeson, Chair of the Finance Committee (FC), stated that this item came before the FC which recommended approval. This motion does not require a second and Council by the following recorded vote introduced and laid over to a later meeting for final action Resolution #R-16-114, as presented, to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $49,459.20 with resources of $24,729.60 from the Bulletproof Vest Partnership 2016 Grant Program and $24,729.60 transferred from the FY 2017 General Fund Police Department ($20,865.60) and Sheriff's Office ($3,864) budgets to purchase 64 replacement bulletproof vests for law enforcement officers:

Ayes: Dolan, Helgeson, Nelson, Wilder, Foster 5

Noes: 0

Absent: Perrow, Tweedy 2

// In the matter of Police – General, City Council Report #10 was considered. Council Member Helgeson, Chair of the Finance Committee (FC), stated that this item came before the FC which recommended approval. This motion does not require a second and Council by the following recorded vote introduced and laid over to a later meeting for final action Resolution #R-16-115, as presented, to amend the FY 2017 City/Federal/State Aid Fund budget and appropriate $63,942 with resources of $42,628 from the Department of Motor Vehicles Highway Safety Grant, and an in-kind service and equipment match of $18,537 and $2,777 transferred from the FY 2017 General Fund Police Department budget to provide selective Driving Under the Influence (DUI) and occupant restraint enforcement activities, attend related training and purchase equipment:

Ayes: Dolan, Helgeson, Nelson, Wilder, Foster	5
Noes:	0
Absent: Perrow, Tweedy	2

// On motion of Council Member Wilder, seconded by Council Member Dolan, Council by the following recorded vote elected to hold a closed meeting to consider appointments to Council-appointed Boards and Commissions, i.e. Social Services Advisory Board, Board of Building Code Appeals, Redevelopment & Housing Authority Board and Lynchburg Business Development Centre pursuant to Section 2.2-3711(A.)(1) of the Code of Virginia, 1950, as amended:

Ayes: Dolan, Helgeson, Nelson, Wilder, Foster	5
Noes:	0
Absent: Perrow, Tweedy	2

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

// Council Member Nelson 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 Council Member Dolan, and Council by the following recorded vote adopted the motion:

Ayes: Dolan, Helgeson, Nelson, Wilder, Foster	5
Noes:	0
Absent: Perrow, Tweedy	2

// In the matter of Appointments, and on nomination of Council Member Helgeson, seconded by Council Member Nelson, Council by the following recorded vote re-appointed Harriet B. Jefferson to serve another term on the Social Services Advisory Board for a term to expire September 30, 2020 :

Ayes: Dolan, Helgeson, Nelson, Wilder, Foster	5
Noes:	0
Absent: Perrow, Tweedy	2

On nomination of Council Member Helgeson, seconded by Council Member Nelson, Council by the following recorded vote appointed Vicky L. Bradley to serve on the Social Services Advisory Board for a term to expire September 30, 2020:

Ayes: Dolan, Helgeson, Nelson, Wilder, Foster 5

Noes: 0

Absent: Perrow, Tweedy 2

On nomination of Council Member Helgeson, seconded by Council Member Nelson, Council by the following recorded vote re-appointed Walter G. Miles and Jennipher B. Lucado to serve another term on the Board of Building Code Appeals for terms to expire September 30, 2020:

Ayes: Dolan, Helgeson, Nelson, Wilder, Foster 5

Noes: 0

Absent: Perrow, Tweedy 2

On nomination of Council Member Helgeson, seconded by Council Member Nelson, Council by the following recorded vote re-appointed Lauretta Spencer to serve another term on the Redevelopment & Housing Authority Board for a term to expire September 30, 2020:

Ayes: Dolan, Helgeson, Nelson, Wilder, Foster 5

Noes: 0

Absent: Perrow, Tweedy 2

On nomination of Council Member Helgeson, seconded by Council Member Nelson, Council by the following recorded vote re-appointed Brandon M. Baber, Michael A. Forren and Keith H. Hawkes, Jr. to serve another term on the Lynchburg Business Development Centre for terms to expire September 30, 2019:

Ayes: Dolan, Helgeson, Nelson, Wilder, Foster 5

Noes: 0

Absent: Perrow, Tweedy 2

// The meeting was adjourned at 8:32 P.M.

Clerk of Council