FINANCE COMMITTEE AGENDA

Tuesday, May 28, 2019
11:30 a.m. – Bidder's Room

GENERAL BUSINESS

11:30 a.m.

1. Approval of the Draft Finance Committee Meeting Notes from February 26, 2019.

   Contact: Donna Witt, Chief Financial Officer 455-3968

11:35 a.m.

2. Report on the General Fund Reserve for Contingencies.

   Contact: Donna Witt, Chief Financial Officer 455-3968

11:40 a.m.

3. Consider a request to adopt a resolution to amend the FY 2019 City/Federal/State Aid Fund Budget and appropriate $18,638 as the in-kind match to the $163,204 previously appropriated with resources from the Temporary Assistance for Needy Families (TANF) Community Wealth Building (CWB) Grant. This grant is administered by the Virginia Department of Social Services (VDSS).

   Contact: John H. Hughes, IV, Assistant City Manager 455-3990

11:45 a.m.

4. Approve the submittal of a grant application to the U.S. Department of Homeland Security (DHS) for $302,770 with resources of $302,770 from the 2019 State Homeland Security Program (SHSP) grant to fund equipment and training for the Fire Department Technical Rescue Team.

   Contact: Fire Chief Greg Wormser 455-6340

11:50 a.m.

5. Review highlights of attached quarterly financial reports for the Greater Lynchburg Transit Company (GLTC) as well as the Regional Airport, Lynchburg Regional Juvenile Detention Center, Children's Services Act, Water Operating, Sewer Operating, Stormwater Operating, and General Funds for the quarter ending March 31, 2019.

Fund	**Preparer**
GLTC	Brian Booth, General Manager of GLTC
Regional Airport Fund	Mark Courtney, Airport Manager
Lynchburg Regional Juvenile Detention Center	Tamara Rosser, Director of Human Services
Children's Services Act Fund (CSA)	Tamara Rosser, Director of Human Services
Water Operating Fund	Tim Mitchell, Director of Water Resources
Sewer Operating Fund	Tim Mitchell, Director of Water Resources
Stormwater Operating Fund	Tim Mitchell, Director of Water Resources
General Fund	Donna Witt, Chief Financial Officer

12:30 p.m.

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

   Contact: Donna Witt, Chief Financial Officer 455-3968

12:35 p.m.

7. Roll Call

The next Finance Committee meeting is Tuesday, June 25, 2019, at 11:30 a.m.

FINANCE COMMITTEE NOTES-- DRAFT
Tuesday, February 26, 2019

GENERAL BUSINESS

Meeting commenced at 11:30 a.m.

ATTENDEES
Committee Members: *Council Member Jeff S. Helgeson, Chair; Council Member Randy Nelson; Mayor Treney Tweedy, Ex-Officio.*
Others: *Bonnie Svrcek, City Manager; Reid Wodicka, Deputy City Manager; John H. Hughes, IV, Assistant City Manager; Donna Witt, Chief Financial Officer; Rhonda Allbeck, Assistant Director of Financial Services; Starlette Early, Budget Analyst*

1. Approval of the Draft Finance Committee Meeting Notes from January 22, 2019.

   With the absence of Council Member Beau Wright, Chair Helgeson noted a quorum was present. The meeting notes from January 22, 2019 were approved as submitted.

2. Report on the General Fund Reserve for Contingencies.

   Donna Witt reported there were no new items since the last meeting. The FY 2019 Reserve for Contingencies current balance is $1,132,527.

3. Consider a request to adopt a resolution to amend the FY 2019 City Capital Fund budget and appropriate $1,000,000 with resources from the Virginia Department of Transportation (VDOT) State of Good Repair Grant to pave sections of Wards Road and Fort Avenue: (1) Wards Road and Fort Avenue from 0.04 miles south of Edgewood Avenue to Harding Street and, (2) Wards Road from the on-ramp of the Lynchburg Expressway North to 0.04 miles north of Candler's Mountain Road.

   The Committee approved this item and is scheduled to be considered by full Council at their February 26, 2019 meeting.

4. Consider a request to amend the FY 2019 City/Federal/State Aid Fund budget and appropriate $163,204 to for the Temporary Assistance for Needy Families (TANF) Community Wealth Building (CWB) Grant. This grant is administered by the Virginia Department of Social Services (VDSS).

   The Committee requested further explanation of this item and is scheduled to be considered by full Council at their February 26, 2019 meeting.

5. Approve the submittal of a grant application by the Office of the Commonwealth's Attorney for FY 2020 and FY 2021 Victims of Crime Act (VOCA) Victims Services Grant Program through the Virginia Department of Criminal Justice Services.

   This item was approved.

6. Approve the submittal of a grant application to the Virginia Office of Emergency Medical Services – Rescue Squad Assistance Fund (RSAF) for $103,920 with resources of $51,960 from the RSAF grant, $47,297 from the FY 2020 General Fund Fire Department budget and $4,663 from the General Fund Fire Equipment Assigned Fund Balance to purchase (3) LifePak 15 for the Fire Department.

   This item was approved.

7. Review highlights of attached quarterly financial reports for the Greater Lynchburg Transit Company (GLTC) as well as the Regional Airport, Lynchburg Regional Juvenile Detention Center, Children's Services Act, Water Operating, Sewer Operating, Stormwater Operating, and General Funds for the quarter ending December 31, 2018.

   GLTC: Brian Booth reported total revenues for the second quarter were down from budget by 1% mainly due to passenger revenue (down by 10% for a "Fare Free" week) and Liberty University revenue coming in less than budgeted. Expenditures were 1% over budget during this quarter due to overtime needed due to staff vacancies, upkeep of fleet is higher than anticipated and facility maintenance having some unexpected expenses. Despite these variances, GLTC is ending the second quarter with a $72,000 surplus year to date.

   Airport: Mark Courtney reported revenues and expenses are largely in line with budget estimates. Revenues are up by $67,000 due to higher landing fees for larger jet aircraft, a new hanger tenant, and renegotiated leases. Expenses were tracking but looking ahead these would be higher due to expenses for snow removal, a Workers Compensation settlement, major repair on a fire truck, and additional consulting. Overall, the airport anticipates an operating surplus for FY 2019 of $155,000, with seat capacity increasing by 20% beginning in May due to all jet service.

   Lynchburg Regional Juvenile Detention Center: Robin Mamola (reporting for Tamara Rosser) indicated revenues from Charges for Services are down due to a decrease in the regional population. The Community Placement Program (CPP) continues to be full. Expenditures are slightly below budget with Lynchburg's allocated share at approximately 62%.

   Children's Services Act (CSA): Robin Mamola (reporting for Tamara Rosser) noted reimbursements are turning around quickly, with $1,506,027 incurred through the second quarter of FY 2019, keeping a positive cash flow. Foster Care expenses are down, due to a decrease in the number of children placed in foster care. Special Education expenses are rising due to the increase in enrollments.

   Water: Tim Mitchell reported overall revenues exceeded budget by $278,000 in the second quarter due to industrial users and interest earnings. Expenses were below budget by $50,000 due to savings in unfilled positions. Debt coverage is within Council policy, and the fund balance ration is 63% with plans to transfer funds to cover pay go capital.

   Sewer: Tim Mitchell reported overall revenues were exceeding budget by $580,000 due to leachate, sewer contracts and interest. Expenditures were higher than projected by $57,000 due to chemical prices and contractual services for clearing debris from storms. Debt coverage ratio is 1.24 compared to target minimum of 1.20. The fund balance ratio was 45%.

Stormwater: Tim Mitchell reported overall revenues were $30,000 above budget mainly due to interest and expenses were about $23,000 more than budgeted due to storm events. Debt Service expenditures had savings due to deferred closing of a loan.

General Fund: Donna Witt noted Real Estate Tax was coming in strong with $963,808 more than collected in same period of FY 2018. Consumer Electric revenues were up slightly by $89,000, Consumer Sales and Use Tax is declining as expected, Local Sales Tax revenue was up by $358,000; Business License is too early to tell; Meals Tax revenue was slightly above budget and Lodging Tax revenue was ahead of projections by $117,867. Expenses are at 46.5% of budget.

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

Donna Witt reported on the status of five revenues received for the month ending December 31, 2018: She noted December numbers were not as strong as we wanted them with Sales and Use Tax revenue below $1.6 million during the month of December for the first time in years. Communications Sales and Use Tax continues to track below budget; Meals Tax revenue is slightly less than expected; Lodging Tax revenue for December is flat to budget.

9. Roll Call

There were no items for roll call.

Meeting adjourned at 12:34 p.m.

AGENDA ITEM NO.: 2

FY 2019 GENERAL FUND RESERVE FOR CONTINGENCIES

	Reserve for Contingencies	City Manager's Discretionary Funding
BEGINNING BALANCE, JULY 1, 2018	$1,150,000	$50,000
Carryforward to FY 2019 Reserve for Contingencies - FY 2019 Adopted Budget	0	
BALANCE	**$1,150,000**	**$50,000**
APPROPRIATIONS (Second Reading)		
Police Department - Patrol rifles and ammunition to outfit the field operations bureau (November 13, 2018)	(67,473)	
Third Quarter Adjustments - (April 23, 2019)	(873,850)	
TOTAL APPROPRIATIONS	**($941,323)**	**$0**
REMAINING BALANCE	**$208,677**	**$50,000**
ITEMS INTRODUCED		
TOTAL INTRODUCED ITEMS	**$0**	**$0**
REMAINING BALANCE	**$208,677**	**$50,000**
PENDING ITEMS		
TOTAL PENDING ITEMS	**$0**	**$0**
PROJECTED BALANCE, JUNE 30, 2019	**$208,677**	**$50,000**

May 2019

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **May 28, 2019** AGENDA ITEM #: **3**

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

ITEM TITLE: Appropriation of the Community Wealth Building - Temporary Assistance for Needy Families Grant In-Kind Match
KEY ELEMENTS:
_X_Economic Development _X_Excellent Government __Natural and Built Environment __ Safe Community _X Vibrant Community

RECOMMENDATION: Adopt a resolution to amend the FY 2019 City/Federal/State Aid Fund Budget and appropriate $18,638 as the in-kind match to the $163,204 appropriated with resources from the Temporary Assistance for Needy Families (TANF) Community Wealth Building (CWB) Grant. This grant is administered by the Virginia Department of Social Services (VDSS).

SUMMARY: The City submitted a TANF CWB grant application in November 2018 to the VDSS with the objective of furthering the City's efforts related to poverty reduction and increasing median household income. The Intent to Award letter was received from VDSS which indicated Lynchburg was awarded $163,204. Funding is allocated over the remainder of FY 2019 and throughout FY 2020. These funds will be used to expand current TechHire and Getting Ahead programs and to support additional programming within the City's poverty reduction framework.

The required match for the City is 10% (based on a formula, not directly 10% of request). In-kind services are eligible for the match resulting in no additional cash contribution from the City. This match will be achieved through in-kind expenditures associated with the management of affiliated programs, a portion of staff salaries, and office use for program staff/participants in the amount of $18,638.

PRIOR ACTION(S): November 27, 2018, Finance Committee (Notice of Application)
February 26, 2019, Finance Committee
March 12, 2019, Adoption of Resolution #R-19-015 to appropriate $163,204
May 28, 2019, Finance Committee

FISCAL IMPACT: Local in-kind match of $18,638 (formula driven calculation)

CONTACT(S): John H. Hughes, IV, Assistant City Manager, 455-3990

ATTACHMENT(S): Resolution
Notice of Intent to Award

REVIEWED BY: bms

RESOLUTION:

BE IT RESOLVED that the FY 2019 City/Federal/State Aid Fund budget is amended and $18,638 is appropriated as an in-kind services match to the $163,204 previously appropriated with resources from the Commonwealth of Virginia Department of Social Services (VDSS) through the Employment for Temporary Assistance for Needy Families (TANF) Community Wealth Building (CWB) Grant.

Introduced: Adopted:

Certified: ________________________________
Clerk of Council

COMMONWEALTH of VIRGINIA

DEPARTMENT OF SOCIAL SERVICES

NOTICE OF INTENT TO AWARD

Date January 11, 2019

Commodity: Employment for TANF Participants
In Response to RFA No. BEN-19-024

Career Support Services	$ 482,625.00
City of Charlottesville	$ 56,630.00
City of Hampton	$ 230,849.60
City of Lynchburg	$ 163,204.79
City of Martinsville	$ 271,203.83
City of Norfolk	$ 410,714.00
City of Williamsburg	$ 159,302.61
Danville Community College	$ 257,518.48
Louise W. Eggleston Center	$ 88,272.41
Job Assistance Center	$ 297,010.38
Literacy Council of Northern VA	$ 104,004.63
Melwood	$ 248,558.27
MVLE	$ 216,702.81
Newport News - CSB	$ 896,802.58
Northern Virginia Family	$ 402,008.58
NW Works	$ 284,041.13
Service Source	$ 184,041.05
Skillsource Group	$ 241,070.40
The Choice Group	$ 280,938.71
Worksource Enterprises	$ 96,585.59

Purchase Officer or Contract Officer

FINANCE COMMITTEE
Agenda Item Summary

MEETING DATE: May 28, 2019			AGENDA ITEM #: **4**
CONSENT:	REGULAR: **X**	WORK SESSION:	CLOSED SESSION:
ACTION**: X**	INFORMATION:		(Confidential)

ITEM TITLE: **2019 State Homeland Security Program (SHSP) grant: $302,770 for the Fire Department Technical Rescue Team**

KEY ELEMENTS:
___Economic Development ___Excellent Government ___Natural and Built Environment _X_Safe Community ___Vibrant Community

RECOMMENDATION: Approve the submittal of a grant application to the U.S. Department of Homeland Security (DHS) for $302,770 with resources of $302,770 from the 2019 State Homeland Security Program (SHSP) grant to fund equipment and training for the Fire Department Technical Rescue Team.

SUMMARY: The Fire Department seeks authorization to apply for a non-matching grant for technical rescue equipment. The Virginia Department of Emergency Management administers this grant from the United States Department of Homeland Security (DHS) through the State Homeland Security Program (SHSP). The grant program provides funding to improve the nation's readiness in preventing, protecting against, responding to, recovering from, and mitigating terrorist attacks, major disasters and other emergencies. The grant reflects DHS's focus on implementation of an all-of-nation, whole-community approach to building, sustaining, and delivering core capabilities essential to achieving a secure and resilient nation.

The funds will be used for the purchase of Personal Protective Equipment (PPE), Urban Search & Rescue (USAR) bags, water rescue equipment, search camera, specialized rescue equipment for; heavy lifting debris removal and large animal rescue. The majority of this equipment is replacing existing equipment that has exceeded its useful life, but there are a few items that are being added to enhance our rescue capabilities. This equipment can be used in a variety of ways such as stabilization of a structure that is in danger of collapse, stabilizing a vehicle after a crash, or clearing debris from a trench. This equipment is vital to the successful mitigation of a variety of incident types and ensures not only the prolonged safety of our citizens, but also the immediate safety of our responders. In addition, this grant request will also include training that will enhance that knowledge and skills of our Technical Rescue Team members when confronted with an animal rescue or wide area search in an urban or rural setting.

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

PRIOR ACTION(S): NONE

FISCAL IMPACT: None – No local match is required. Future funds may be needed for periodic maintenance of the equipment purchased.

CONTACT(S):
Fire Chief Greg Wormser, 455-6340
Battalion Chief Sean Regan, 546-1648
Fire Administrative Manager Annette Pettyjohn, 455-6368

ATTACHMENT(S): NONE

REVIEWED BY:

GREATER LYNCHBURG TRANSIT COMPANY
We're Here To Get You There!

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

May 10th, 2019

RE: March 31st, 2019 (3rd Quarter – FY 2019) Financial Report – Greater Lynchburg Transit Company

The attached Greater Lynchburg Transit Company Quarterly Income Statement summarizes the financial activities for the third quarter of FY19 and YTD data for the fiscal year.

REVENUE

Total revenue for the third quarter is coming in approximately 2 % under budget. This is mainly from Passenger Revenue and Liberty University Revenue coming in less than budgeted. The Passenger Revenue is under budget approximately 12 % for the quarter. The Liberty University Revenue is under budget 11 % due to Liberty reducing the level of service to be provided from originally planned, at the start of the spring semester. It is with pleasure to report Metrorail has obtained certification from FTA for their State Safety Oversight Program and therefore FTA has released the 5 % withholding penalty that was imposed on FY 2018 and FY 2019 operating funds. Upon the release of this withholding penalty we have been able to amend our current operating grant to apply for and secure the funds that had previously been withheld.

EXPENDITURES

On the expense side, total expenses were under budget 4 % for the third quarter. Labor expenses have been under budget and overtime over budget due to vacant positions within operations and maintenance from staff turnover, netting a savings of approximately $ 15,000 during the third quarter. Other major variances were tires and tubes being over budget 157 % due to higher needs during preventative maintenance inspections. Services over budget 28 % for the quarter due to the reclassification of expenses that were misclassified earlier in the fiscal year. Utilities over budget 41 % due to heat related costs associated with the facilities which is the general trend we experience year over year. Casualty and liability insurances are over 25 % due to the true up of vehicle insurance rolling over from FY 2018. The Miscellaneous expenses shows a negative balance for expenses for the quarter due to a combination of reclassifying expenses from earlier in the year as well as receiving reimbursement for expenses related to the operation of the Hopper.

SUMMARY

At the end of the third quarter we are reflecting a surplus of approximately $ 190,000 year to date. As we move forward into the fourth quarter, we expect Liberty Revenue to continue to come in underbudget and will monitor passenger revenue in comparison to ridership statistics. We are going to monitor our expenses closely to ensure we can adjust them accordingly moving forward into the next fiscal year.

Respectfully submitted,

Brian Booth

Brian Booth, General Manager

419 Bradley Drive • Lynchburg, VA 24501 | PO Box 11286 • Lynchburg, VA 24506
434.455.5080 Office • **434.528.4582** Fax • www.GLTConline.com

CENTRAL VIRGINIA TRANSIT MANAGEMENT CO INC.
QUARTERLY INCOME STATEMENT
AS OF MARCH 31, 2019

	QTR TO DATE FY2019 QTD ACTUAL	FY2019 QTD BUDGET	% VAR	FY2019 YTD ACTUAL	FY2019 YTD BUDGET	% of Budget
REVENUE						
FRT Passenger Revenue	$ 129,285	$ 147,070	-12%	$ 405,398	$ 441,210	92%
DRT Passenger Revenue	15,997	17,500	-9%	47,687	52,500	91%
Contracts (LU Access)	18,018	18,018	0%	48,048	48,048	100%
Contracts (LC Access)	6,258	6,258	0%	18,774	18,774	100%
Contracts (CVCC Access)	13,800	13,800	0%	41,400	41,400	100%
Liberty University Revenue	417,709	470,235	-11%	1,169,715	1,253,960	93%
Other Contract Revenue	74	1,925	-96%	13,042	5,775	226%
Non-Operating Revenue	22,549	2,071	989%	26,542	6,214	427%
Advertising Revenue	24,967	21,000	19%	68,557	63,000	109%
City Operating Assistance	432,196	432,196	0%	1,296,589	1,296,589	100%
County Operating Assistance	18,695	18,695	0%	56,085	56,085	100%
State Operating Assistance	501,233	502,781	0%	1,515,243	1,508,342	100%
Federal Operating Assistance	488,381	486,348	0%	1,465,145	1,459,043	100%
TOTAL REVENUE	**$ 2,089,162**	**$ 2,137,897**	**-2%**	**$ 6,172,224**	**$ 6,250,939**	**99%**
EXPENSES						
FIXED ROUTE						
Operator Labor	$ 388,047	$ 445,641	-13%	$ 1,148,582	$ 1,336,924	86%
Operator-Overtime	110,057	53,262	107%	324,952	159,787	203%
Other Salaries & Wages	74,169	74,267	0%	220,566	222,800	99%
Supervisors-Overtime	5,687	3,622	57%	16,855	10,865	155%
Fringe Benefits	280,449	296,804	-6%	815,956	890,411	92%
TOTAL FIXED ROUTE	**$ 858,409**	**$ 873,596**	**-2%**	**$ 2,526,911**	**$ 2,620,787**	**96%**
DEMAND RESPONSE						
Operator Labor	$ 60,212	$ 80,465	-25%	$ 185,981	$ 241,396	77%
Operator-Overtime-PTS	1,815	2,001	-9%	8,813	6,002	147%
Other Salaries & Wages	15,978	16,275	-2%	42,281	48,824	87%
Fringe Benefits	37,877	50,968	-26%	113,061	152,903	74%
TOTAL DEMAND RESPONSE	**$ 115,883**	**$ 149,708**	**-23%**	**$ 350,137**	**$ 449,123**	**78%**
MAINTENANCE						
Other Salaries & Wages	$ 155,156	$ 166,576	-7%	$ 440,135	$ 499,727	88%
Inspection&Maint,Srvc-Overtime	20,320	7,272	179%	76,301	21,815	350%
Fringe Benefits	85,135	89,736	-5%	246,289	269,209	91%
Fuel & Lubricants	156,240	175,280	-11%	492,655	525,841	94%
Tires & Tubes	59,365	23,063	157%	122,715	69,188	177%
Other Materials & Supplies	80,884	122,624	-34%	386,454	367,872	105%
TOTAL MAINTENANCE	**$ 557,101**	**$ 584,550**	**-5%**	**$ 1,764,549**	**$ 1,753,651**	**101%**
ADMINISTRATION						
Other Salaries & Wages	$ 95,733	$ 93,061	3%	$ 286,203	$ 279,182	103%
Fringe Benefits	46,465	48,036	-3%	136,491	144,108	95%
Services	143,967	112,213	28%	356,571	336,638	106%
Utilities	63,896	45,165	41%	132,864	135,496	98%
Casualty & Liability Expenses	96,302	75,056	28%	286,748	225,167	127%
Information Technology	16,255	40,691	-60%	103,103	122,073	84%
Other Materials & Supplies	8,000	8,324	-4%	28,458	24,972	114%
Miscellaneous	(31,146)	26,122	-219%	9,491	78,367	12%
TOTAL ADMINISTRATION	**$ 439,472**	**$ 448,668**	**-2%**	**$ 1,339,929**	**$ 1,346,003**	**100%**
TOTAL EXPENSES	**$ 1,970,865**	**$ 2,056,521**	**-4%**	**$ 5,981,526**	**$ 6,169,564**	**97%**
NET INCOME/(LOSS)	**$ 118,297**	**$ 81,376**		**$ 190,698**	**$ 81,376**	

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Lynchburg, Virginia 24502
P 434-455-6090 • F 434-239-9027
www.lynchburgva.gov/airport

May 10, 2019

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: March 31, 2019 – Quarterly Financial Summary - Lynchburg Regional Airport

REGIONAL AIRPORT FUND

The attached Lynchburg Regional Airport Operating Fund Financial Summary reflects the financial activity through the FY2019 third quarter ending March 31, 2019. I am pleased to report that operating revenues are projected to be modestly higher than budgeted, and expense projections (other than those items noted in the Expense Highlights and which were specifically addressed in the recent third quarter budget adjustments) are largely in line with budget estimates. Continuing recent historical trends, the Airport is expected to remain self-sufficient for the foreseeable future and will not require a subsidy this fiscal year.

REVENUE HIGHLIGHTS

- Airfield Revenue: Revenue is projected to be $9,000 more than budget due to higher landing fees for larger commercial jet aircraft now being scheduled at LYH.
- Terminal Revenue: Revenue is projected to be $58,950 more than budget due primarily to modest growth in parking and rental car concession revenues.
- General Aviation: Revenue is projected to be $44,000 more than budget due to increased rents for recently renegotiated leases.
- Other Leased Property: Revenue is projected to be $10,200 more than budget due to additional rents for a new hangar tenant.
- State Airport Aid: Revenue is projected to be $50,000 more than budget due to having more state-supported small projects and equipment purchases than originally expected.
- Interest and Other: Revenue is projected to be $31,400 more than budget for increased investments interest, unexpected proceeds from sale of a salvage vehicle, and miscellaneous.

EXPENSE HIGHLIGHTS

- Terminal Operations: Expenses are projected to be $13,550 more than budget due to maintenance rehabilitation needed for the 20-year-old rental car facility.

- Administration: Expenses are projected to be $50,000 more than budget due to professional services related to an evaluation of converting the Airport from a City department to an Airport Authority, and also a consultant to assist with Air Service Development efforts.

- Small Projects & Equipment: Expenses are projected to be $100,000 more than budget due to having more state-supported non-recurring small projects and equipment purchases than originally expected.

- Other Airport Expenses: Expenses are projected to be $70,000 more than budget due to having unexpected costs associated with a Workers Compensation injury settlement.

SUMMARY

Revenues for the year are projected to be modestly higher than budgeted while departmental expenses, other than those previously mentioned, are projected to be consistent with the budget. Based on increased air service levels, competitive airfares, and anticipated passenger demand resulting in modest revenue increases, the airport is projecting an operating surplus for FY2019 of approximately $134,272.

Respectfully submitted,

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

cc: Bonnie Svrcek, City Manager
Reid Wodicka, Deputy City Manager
Donna Witt, Director of Financial Services
Wesley Campbell, Airport Finance Manager

LYNCHBURG REGIONAL AIRPORT
OPERATING FUND FINANCIAL SUMMARY
March 31, 2019

	FY 2018 Amended Budget	FY 2018 Actual (thru 3/31/18)	FY 2018 % of Budget	*	FY 2019 Amended Budget	FY 2019 Actual (thru 3/31/19)	FY 2019 % of Budget	*	FY 2019 Amended Budget	FY 2019 Projected (as of 3/31/19)	FY 2019 $ Variance Actual vs. Amended Budget
				*				*			
BEGINNING NET ASSETS	$ 250,000	$ 36,977,478		*	$ 250,000	$ 36,037,844 **(1)**		*	$ 250,000	$ 36,037,844 **(1)**	
Less: Invested in Capital Assets, net of related debt		(36,717,501)		*		(36,959,451)		*		(36,959,451)	
Less: GASB75 Prior Period Adjustment-Life & Health Insurance		(907,483) **(2)**									
BEGINNING UNRESTRICTED NET ASSETS	$ 250,000	$ (647,506)		*	$ 250,000	$ (921,607)		*	$ 250,000	$ (921,607)	$ -
				*				*			
USE OF ENCUMBRANCES CARRIEDFORWARD	$ 21,155				$ 103,481				$ 103,481	$ 103,481	
TRANSFER OF RESERVES - NEW CORPORATE HANGER	$ (500,000)	$ (500,000)		*				*			
USE OF RESERVES - DEBT SERVICE	$ 32,597			*				*			
				*				*			
REVENUES				*				*			
Airfield	98,000	71,418	73%	*	101,000	87,408	87%	*	101,000	110,000	9,000
Terminal	1,495,827	1,032,213	69%	*	1,495,383	1,184,976	79%	*	1,495,383	1,554,333	58,950
General Aviation	518,557	371,651	72%	*	523,857	460,850	88%	*	523,857	567,857	44,000
Other Leased Property	261,900	194,613	74%	*	372,200	301,519	81%	*	372,200	382,400	10,200
State Airport Aid	260,000	0	0%	*	120,000	0	0%	*	120,000	170,000	50,000
Federal Security Aid	95,000	51,260	54%	*	85,000	43,960	52%	*	85,000	85,000	0
General Fund Subsidy	0	0	0%	*	0	0	0%	*	0	0	0
Interest & Other	94,096	82,359	88%	*	33,000	35,187	107%	*	33,000	64,400	31,400
TOTAL REVENUES	$ 2,823,380	$ 1,803,513		*	$ 2,730,440	$ 2,113,900		*	$ 2,730,440	$ 2,933,990	$ 203,550
				*				*			
EXPENSES				*				*			
Airfield Operations	319,111	228,282	72%	*	306,726	229,036	75%	*	306,726	306,726	0
Terminal Operations	567,103	399,958	71%	*	555,000	392,234	71%	*	555,000	568,550	(13,550)
General Aviation	142,431	97,205	68%	*	136,260	85,702	63%	*	136,260	136,260	0
Administration	727,174	522,298	72%	*	779,636	535,201	69%	*	779,636	829,636	(50,000)
Safety (ARFF & LEO)	423,125	329,341	78%	*	424,939	300,576	71%	*	424,939	424,939	0
Snow Removal	34,930	30,047	86%	*	22,930	19,794	86%	*	22,930	22,930	0
Debt Service	117,244	9,577	8%	*	139,568	23,647	17%	*	139,568	139,568	0
Small Projects & Equipment (State-Supported)	329,528	172,994	52%	*	238,658	228,149	96%	*	238,658	338,658	(100,000)
Transfers to Other Airport Funds	0	0	0%	*	5,000	0	0%	*	5,000	5,000	0
Other Airport Expenses	60,422	26,259	43%	*	60,932	95,825	157%	*	60,932	130,932	(70,000)
TOTAL EXPENSES	$ 2,721,068	$ 1,815,961		*	$ 2,669,649	$ 1,910,164		*	$ 2,669,649	$ 2,903,199	$ (233,550)
ENDING UNRESTRICTED NET ASSETS	$ (93,936)	$ (1,159,954)		*	$ 414,272	$ (717,871)		*	$ 414,272	$ (787,335) **(3)**	

FOOTNOTES:

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

Total Net Assets per CAFR 6/30/18	$ 38,153,588
Less: Net Assets in Capital & PFC Funds	$ (2,115,744)
Total Beginning Net Assets	$ 36,037,844

FY2019 Financial Summary (projection)

Total Revenues	$ 3,037,471	
Total Expenses	$ 2,903,199	
FY2019 Surplus	$ 134,272	(projected)

2) Beginning Net Assets was restated in FY2018 by ($907,483) for a Prior Period Adjustment upon implementation of GASB75 accrual for Life & Health Insurance liability

3) FY 2018 Ending Unrestricted Net Assets is comprised of the following:

Des. for Maintenance (Rental Car Facility)	$ 132,958	($124,222.54 + $8,735.81 year-end increase)
Reserve for Encumbrances at Year-end		(encumbrances carried forward to FY2020)
GASB68 Pension-related Accrual	$ (1,072,411)	(net liability as of the end of FY2018)
GASB75 Other OPEB Obligations	$ (1,038,338)	(net liability as of the end of FY2018)
Undesignated Retained Earnings	$ 1,190,455	
	$ (787,335)	

5/23/2019

May 28, 2019

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

RE: March 31, 2019 Quarterly Financial Report - Lynchburg Regional Juvenile Detention Center

Lynchburg Regional Juvenile Detention Center

The attached Lynchburg Regional Juvenile Detention Center (Detention Center) financial report summarizes the financial activities through March 31, 2019, for FY 2019. The financial spreadsheet provides comparative year-to-date data for the same period of FY 2018.

REVENUES

Charges for Services

Revenue in this category for the third quarter of FY 2019 is $686,880 or 70.8% of the budget. Revenue is down for charges for services because the population in the Detention Center has decreased compared to this time last year.

Department of Juvenile Justice Block Grant

This revenue category represents allocations from the Virginia Department of Juvenile Justice (DJJ) for operational expenses of the Detention Center. Revenues received from the DJJ through the third quarter of FY 2019 are $746,502.

Community Placement Program

This revenue category represents allocations from the Virginia Department of Juvenile Justice (DJJ) for operational expenses of the Community Placement Program (CPP). The CPP is a partnership between DJJ and local detention facilities to provide secure, highly structured, disciplined residential services for juvenile offenders committed to the Department of Juvenile Justice. The CPP focuses on skill development and competency in the areas of education, job readiness, life, and social skills to ensure a seamless transition back into the community. The goal is to place residents in the CPP closest to their home community in order to increase community connections and family visitation.

Revenues received from the DJJ through the third quarter of FY 2019 are $818,516 or 124.6% of the budget. The fourth quarter payment for CPP was received in March.

United States Department of Agriculture (USDA)

This revenue category consists of reimbursements for meals served to juveniles at the Detention Center. Year-to-date revenues from USDA for FY 2019 are $24,359 or 54.1% of the budget.

EXPENDITURES

Overall expenditures for the third quarter of FY 2019 were $2,076,584 and are within budget. The costs are allocated between the Community Placement Program and the contracting localities. The Detention Center incurred an unexpected expense of $45,894 for a new hot water heater.

Juvenile Population

The average number of juveniles being served per day through the third quarter of FY 2019 is 22.66 as compared to 25.77 in FY 2018. The percentage of Lynchburg City's juveniles through the third quarter is 59% of the total juvenile population.

SUMMARY

The third quarter report reflects the continued downward trend in the overall juvenile detention population. The City of Lynchburg's juvenile detention population compared to the contracting localities detention population remains high at the Lynchburg Regional Detention Center. The Lynchburg Regional Detention Center is an outstanding facility recognized by the juvenile judicial system for providing educational services, mental health services, physical health services, and partnerships with local area businesses.

Respectfully submitted,

Tamara Rosser
Director, Department of Juvenile Services

c: Bonnie Svrcek, City Manager
Reid Wodicka, Deputy City Manager
Donna Witt, Director, Financial Services
Robin Mamola, Accounting Supervisor, Human Services
Sherry McIntyre, Accountant, Juvenile Services

Lynchburg Regional Juvenile Detention Center
Special Revenue Fund
Financial Summary
Third Quarter: As of March 31, 2019

	FY 2018 Amended Budget	FY 2018 Actual 3 QTR YTD	FY 2018 % of Budget	FY 2019 Amended Budget	FY 2019 Actual 3 QTR YTD	FY 2019 % of Budget	FY 2019 Amended Budget	FY 2019 Revised Estimates	FY 2019 Actual to Amended
Beginning Funds at July 1									
Revenues:									
Charges for Services	1,034,880	763,601	73.8%	970,350	686,880	70.8%	970,350		-
Intergovernmental- Department of Juvenile Justice Block Grant	1,063,886	766,797	72.1%	1,063,886	746,502	70.2%	1,063,886		-
Intergovernmental- USDA	45,000	34,673	77.1%	45,000	24,359	54.1%	45,000		-
Community Placement Program (CPP)	771,317	547,215	70.9%	657,000	818,516	124.6%	657,000		-
Miscellaneous and State Ward Per Diem	1,650	94	5.7%	1,650	0	0.0%	1,650		-
Budget Designations/Purchase Orders	100,000	0	0.0%	100,000	0	0.0%	100,000		-
Total Revenues	3,016,733	2,112,380	70.0%	2,837,886	2,276,257	80.2%	2,837,886		
Expenditures:									
Salaries	1,526,963	1,101,564	72.1%	1,463,793	1,139,142	77.8%	1,463,793		-
Employee Benefits	601,526	423,746	70.4%	595,606	430,951	72.4%	595,606		-
Contractual Services	58,172	48,503	83.4%	43,386	44,213	101.9%	43,386		-
Internal Services	14,014	10,277	73.3%	15,657	9,358	59.8%	15,657		-
Supplies and Materials	155,391	115,891	74.6%	133,670	119,251	89.2%	133,670		-
Utilities	80,750	56,578	70.1%	80,750	52,713	65.3%	80,750		-
Training and Conferences	4,550	4,725	103.8%	4,550	1,979	43.5%	4,550		-
Telecommunications	4,200	1,713	40.8%	4,200	1,956	46.6%	4,200		-
Postage and Mailing	850	219	25.8%	850	220	25.9%	850		-
Indirect Costs	259,063	194,297	75.0%	233,048	174,786	75.0%	233,048		-
Self Insurance	16,937	12,703	75.0%	16,422	12,317	75.0%	16,422		-
Dues and Memberships	500	339	67.7%	500	783	156.6%	500		-
Rentals and Leases	1,854	1,654	89.2%	3,518	1,582	45.0%	3,518		-
Health and Dental Benefits for Retirees	52,704	35,136	66.7%	59,560	35,136	59.0%	59,560		-
Unemployment Compensation	1,000	0	0.0%	0	0	0.0%			
Professional Services	4,121	4,121	100.0%	12,437	4,652	37.4%	12,437		-
SpecialUseEquipment	0	0	0.0%	0	45,894	0.0%	0		-
Computer Equipment	0	0	0.0%	0	0	0.0%	0		-
Serial Bond Interest	4,654	2,327	50.0%	3,302	1,651	50.0%	3,302		-
Debt Service	81,305	0	0.0%	30,065	0	0.0%	30,065		-
USDA Grant	45,000	34,673	77.1%	45,000	0	0.0%	45,000		-
Capital Outlay	0	0	0.0%	0	0	0.0%	0		-
Budget Designations/Purchase Orders	100,000	0	0.0%	100,000	0	0.0%	100,000		-
Contingency	0	0	0.0%	0	0	0.0%	0		-
Total Expenditures	3,013,554	2,048,466	68.0%	2,846,314	2,076,584	73.0%	2,846,314		
TOTAL ASSIGNED FUND BALANCE/Purchase Orders carried forward	3,179	63,914		(8,428)	199,673		0	0	
TOTAL RESTRICTED FUND BALANCE Maint./Equipment	100,000	100,011		140,604	125,022		140,604		

May 28, 2019

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: Children's Services Act (CSA) Fund Financial Report for the period ending March 31, 2019.

The attached CSA Fund Financial Summary summarizes the financial activity for this Fund through March 31, 2019. Under the State guidelines, CSA prior year obligations are paid through September 30th of each year. However, the annual budget is prepared on a fiscal year (July-June). Because of the State guidelines, expenditures for this fund are unique due to the overlap of grants each fiscal year.

REVENUES

- Public Assistance – Welfare and Administration

  The Public Assistance revenue source is the reimbursement received from the State for local expenses incurred under CSA for providing services to troubled youth and their families. The current rate of reimbursement for community-based services is 86.32%, residential services is 65.8%, and for all other services, 72.64%. Funds to assist in administering the grant, ($38,287) for FY 2019 are provided by the State. Reimbursements for expenditures incurred through the third quarter of 2019 are $2,455,820.

- CSA Contribution – General Fund and Schools

  These revenue sources are comprised of the required local match for all State funds received for the Children Services Act. For the third quarter of FY 2019, local matching funds for programs in the amount of $1,485,348 for the General Fund and $147,406 for the Schools have been received.

- Miscellaneous Revenue

  Miscellaneous revenues in the amount of $24,580 were collected through the third quarter of FY 2019. These revenues are mainly comprised of recoupments from children's social security payments for expenditures incurred on their behalf, and registered billings for CSA parental co-payments.

EXPENSES

- Administrative expenses

  CSA Administrative funds are used for salaries, supplies, and materials. Budgeted funds for FY 2019 are $66,670. Actual YTD administrative expenditures through the third quarter of FY 2019 are $40,593 or 60.9% of the budget.

- Mandated – Foster Care

  Foster care expenses include funds for residential facilities, day care, maintenance payments to foster parents, enhanced maintenance payments to foster parents and foster care prevention. Year-to-date foster care expenditures through the third quarter of FY 2019 totaled $1,376,381 or 45.9% of the budget. Expenditures in this category can rise with an increase in the number of children placed in foster care.

- Mandated – Special Education

  Special Education expenses include services for Special Education students from the Lynchburg City Schools. Expenditures through the third quarter of FY 2019 total $1,849,363 or 86.3% of the budget. Expenditures for this budget line will rise due to increased enrollments at private day placements such as Rivermont School, Bridges and New Vistas School, in addition to students attending for longer periods of time.

- Non-Mandated Services

  Non-mandated expenditures are for services such as counseling, mentoring, crisis intervention, and foster care prevention services. Non-mandated expenditures through the third quarter of FY 2019 are $121,294 or 34.0% of the budget. Non-mandated services are provided almost exclusively to youth involved in the court system. Decreases in this budget line are attributed to the Court Services Unit accessing alternate funding for court-involved youth.

- Community Based Services

  This category includes services to children while they are living at home, in the home of an extended family, in a regular foster family home, or in an independent living arrangement. Community services may include assessment, crisis stabilization, therapy, or intervention services provided in the child's home. Community Based Services through the third quarter of FY 2019 are $301,363 or 69.0% of the budget.

SUMMARY

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

While the number of children currently in foster care fluctuates during the year, more children are now classified as mandated and can access CSA funds due to the severity of their needs. Other factors such an increased number of children receiving more intensive services for longer periods of time, increased vendor rates, parental agreements, and an increase in special educational services impact this budget.

The Community Policy and Management Team, in collaboration with the professional community, continues to work hard and is diligent and deliberate in efforts to reduce costs associated with CSA. We continue to work with the professional community to provide the most cost effective service to children and their families.

Respectfully submitted,

Tamara T. Rosser

Tamara T. Rosser
Director of Human Services

c:
Bonnie Svrcek, City Manager
Reid Wodicka, Deputy City Manager
Donna Witt, Director of Financial Services
Rhonda Allbeck, Assistant Director of Financial Services
Robin Mamola, Financial Professional IV
Kathy Collins, Financial Professional III

Children's Services Act
Special Revenue Fund
Financial Summary
March 31, 2019

	FY 2018 Amended Budget	FY 2018 Actual 3 QTR YTD	FY 2018 % of Budget	FY 2019 Amended Budget	FY 2019 Actual 3 QTR YTD		FY 2019 % of Budget
Beginning Fund Balance	0	5,037		0	335,312		
Revenues:							
Public Assistance - Welfare and Administration	3,774,017	2,548,973	67.5%	3,782,724	2,455,820	*	64.9%
Transfer from Lynchburg City Schools	196,541	147,406	75.0%	196,541	147,406		75.0%
Transfer from General Fund	1,980,464	1,485,348	75.0%	1,980,464	1,485,348		75.0%
Miscellaneous	48,000	40,771	84.9%	39,293	24,580		62.6%
Total Revenues	5,999,022	4,222,498	70.4%	5,999,022	4,113,154		68.6%
Expenses:							
Administrative Expenses	65,475	42,233	64.5%	66,670	40,593		60.9%
Mandated - Foster Care	2,996,823	1,735,351	57.9%	2,995,628	1,376,381		45.9%
Mandated - Special Education	2,143,500	1,622,147	75.7%	2,143,500	1,849,363		86.3%
Non-Mandated Services	356,636	184,471	51.7%	356,636	121,294		34.0%
Community Based	436,588	258,049	59.1%	436,588	301,363		69.0%
Total Expenditures	5,999,022	3,842,251	64.0%	5,999,022	3,688,994		61.5%
ENDING FUND BALANCE	0	385,284		0	759,472		

* Includes March 2019 reimbursement received on 04/30/19 $398,928.

May 28, 2019

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: March 31, 2019 Quarterly Financial Report – Water Operating Fund

The attached Water Operating Fund Financial Summary summarizes the financial activity for this fund through March 31, 2019. This quarterly report provides comparative financial information for the same period of the prior fiscal year. Projected variances between the FY 2019 Budget and the Department's year end projections are described below.

REVENUES

Following the completion of the third quarter, overall revenues for FY 2019 are projected to exceed budget by $512,000 (3.4%). Explanations of this variance follow:

- **Charges for Services:**

  Revenue in this category is expected to be $117,000 (.9%) under budget mostly due to lesser than expected overall domestic, commercial and noncontract industrial consumption.

- **Water Contracts:**

  This revenue account reflects billing activity to counties of Amherst, Bedford, and Campbell, and the industries of WestRock and Frito-Lay. The net revenue in this category is projected to be $202,000 (10.3%) higher than budget this is mostly attributable to higher than anticipated water consumption by Campbell, WestRock and Frito-Lay.

- **Interest and Other:**

  Interest and Other is projected to be $427,000 (148.3%) more than budget mostly due to higher than expected interest earnings.

EXPENSES

Overall expenses for FY 2019 are projected to be $248,000 (1.5%) less than budget. Explanations of this variance follow:

- **Departmental Operation and Maintenance:**

  This category includes the Water Treatment Plant, Meter Operations, Water Line Maintenance and Administration. Expenses in this category are expected to be $236,000 (2.4%) less than the FY 2019 budget (Water Treatment - $101,900 savings, Meter Operations - $29,800 savings, Water Line Maintenance - $40,750 savings, Administration - $63,550 savings). This variance is broken down as follows:

➢ Personnel Services and Benefits	$141,500
➢ Chemicals	23,500
➢ Utilities	10,050
➢ Contractual Services	33,100
➢ Other	27,850
Total	**$236,000**

  The Personnel Services and Benefits savings variance is related to unfilled positions during the first three quarters and deferred implementation of wage rate adjustments using recommendations from Korn Ferry's compensation study. Savings to Contractual Services are mostly attributable to $58,000 in less than expected spending for maintenance and repair services for plant machinery, maintenance on grounds and emergency line protection services offset by $20,000 for increased frequency in water line breaks within the City's distribution system. Additional savings in Chemicals and Utilities are attributable to wet weather conditions thus using Pedlar Reservoir as first water source as opposed to using the James River.

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

  Non-Departmental Operation and Maintenance expenses are projected to be $17,000 (5.1%) over budget due to higher than anticipated interest earnings paid on customer deposits.

- **Capital Outlay**

  Purchases in this category are expected to be at budget.

- **Transfers to Capital**

  Transfers to Capital are expected to be at budget.

- **Debt Service:**

  Expenditures in debt service are projected to be $29,000 (.7%) under budget mostly due to deferred startups of several capital projects that have funding from available credit line.

SUMMARY

The third quarter report reflects a stable FY 2019 financial position for this fund. Under the Council financial policies, two important financial ratios, debt coverage and fund balance are above policy targets. The projected debt coverage ratio for end of the fiscal year is 1.40 which is above Council's financial policy minimum target of 1.20. The fund balance ratio projected for the end of the fiscal year is 67% compared to target range of 25% - 40%.

Respectfully submitted,

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

cc: Bonnie Svrcek, City Manager
Reid Wodicka, Deputy City Manager
Donna Witt, Director of Financial Services

WATER OPERATING FUND
FINANCIAL SUMMARY
Quarter Ending March 31, 2019

	FY 2018 Adopted Budget	FY 2018 Actual Q3 YTD	FY 2018 % of Budget	FY 2019 Adopted Budget	FY 2019 Actual Q3 YTD	FY 2019 % of Budget	FY 2019 Adopted Budget	FY 2019 Revised Estimate	FY 2019 $ Variance Adopted Budget vs. Actual
REVENUES:									
Charges for Services	$12,728,131	$9,262,345	73%	$12,718,935	$8,934,230	70%	$12,718,935	$12,601,935	($117,000)
Water Contracts	1,892,470	1,593,488	84%	1,971,330	1,669,836	85%	1,971,330	2,173,330	202,000
Interest and Other	278,737	444,659	160%	287,993	667,860	232%	287,993	714,993	427,000
	$14,899,338	**$11,300,492**		**$14,978,258**	**$11,271,926**		**$14,978,258**	**$15,490,258**	**$512,000**
EXPENSES									
Departmental O&M	$9,799,941	$6,673,890	68%	$9,976,654	$6,677,942	67%	$9,976,654	$9,740,654	$236,000
Non-Departmental O&M	325,585	133,371	41%	334,477	120,856	36%	334,477	351,477	(17,000)
Capital Outlay/Purchases	66,500	28,922	43%	96,000	45,744	48%	96,000	96,000	0
Transfers to Capital	1,500,000	1,125,000	75%	2,400,000	1,800,000	75%	2,400,000	2,400,000	0
Debt Service	4,157,150	3,249,631	78%	3,914,943	3,161,706	81%	3,914,943	3,885,943	29,000
	$15,849,176	**$11,210,814**		**$16,722,074**	**$11,806,248**		**$16,722,074**	**$16,474,074**	**$248,000**
Adjustment for Expenses from Capital Projects		**$0**			**$0**			**$25,000**	

KEY RATIOS:

Unrestricted cash target range as a % of operating expenses & debt service:	25% - 40%	
Unrestricted cash as a % of operating expenses & debt service:	67%	
Financial Policy targeted debt coverage ratio minimum:	1.20	
Ending debt coverage ratio:	1.40	(a)

Note (a) Calculation of debt coverage includes $83,000 of estimated capitalizable costs for internal labor charges applicable to time spent on capital project activities.

May 28, 2019

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: March 31, 2019 Quarterly Financial Report – Sewer Operating Fund

The attached Sewer Operating Fund Financial Summary summarizes the financial activity for this fund through March 31, 2019. This quarterly report provides comparative financial information for the same period of the prior fiscal year. Projected variances between the FY 2019 Budget and the Department's year end projections are described below.

REVENUES

Following the completion of the second quarter, overall revenues for FY 2019 are projected to exceed budget by $1,317,700 (5.9%). Explanations of this variance follow:

- **Charges for Services:**

  Revenue in this category is expected to be $979,000 (5.3%) over budget. This is mostly attributable to a combination of the following: 1) Higher than anticipated Septic Hauler Charges of $1,350,000 primarily from a customer bringing leachate from Maplewood Landfill in Amelia County 2) Less than budgeted domestic, commercial and industrial water consumption. 3) Less than expected Industrial Surcharges of $160,000 mostly due to two industrial customers and two institutional customers.

- **Sewer Contracts:**

  Revenue in this category reflects billing activity in counties of Amherst, Bedford, and Campbell and industries of WestRock and Frito-Lay. Revenue in this category is projected to be $92,700 (2.4%) over budget. This is primarily due to more than anticipated revenues of $117,000 from Westrock and Frito-Lay offset by $21,000 of less than previously expected capital reimbursements for projects that were completed after close of FY 2019 rather than FY 2018 that was projected.

- **Interest and Other:**

  Revenue is this category is expected to exceed budget by $246,000 (230.1%) due to higher than expected interest earnings.

EXPENSES

Overall expenses for FY 2019 are projected to be $245,000 (1.1%) higher than budget. Explanations of this variance follow:

- **Departmental Operation and Maintenance:**

  This category includes the Wastewater Treatment Plant and Sewer Line Maintenance. Expenses in this category are expected to be $163,000 (1.4%) over budget (Wastewater Treatment Plant - $38,000 savings and Sewer Line Maintenance - $125,000 savings). This variance is broken down as follows:

➢ Personnel Services and Benefits	$207,500
➢ Contractual Services	(93,800)
➢ Utilities	30,200
➢ All Other	19,100
Total	**$163,000**

  The savings in Personnel Services and Benefits is related to unfilled positions during the first three quarters and deferred implementation of wage rate adjustments using recommendations from Korn Ferry's compensation study. Contractual Services are higher than anticipated due the following: 1) Longer than planned use of Temporary Personnel to work at new truck haul waste station. Once complete the new truck haul waste station will be fully automated and will not require any employee or temporary personnel to manage gate or process any truckload delivery manifests for waste. 2) Higher than anticipated costs for Sewer Maintenance and Repair Services mostly due to debris cleanup and removal around several sewer lines crossing creeks within the City. This work is a result of accumulation of several storms since August, 2018.

  Non-Departmental Operation and Maintenance:

  Non-Departmental Operation and Maintenance expenses are expected to be within budget.

- **Capital Outlay:**

  Purchases in Capital Outlay are expected to be within budget.

- **Transfers to Capital:**

  Transfers to Capital are expected to be at budget.

- **Debt Service:**

  Expenditures in debt service are expected to be $82,000 (.9%) below budget mostly due to deferred startups of several projects that have funding from available credit line.

SUMMARY

This third quarter report reflects a stable FY 2019 financial position for this fund. Under the Council adopted financial policies, the two important financial ratios, debt coverage and fund balance are within or exceed policy targets. The debt coverage ratio projected for the end of the fiscal year is 1.36 compared to a target range of 1.20 to 1.50. The fund balance ratio projected for the end of the fiscal year is 51% compared to a target range 25% - 40%.

Respectfully submitted,

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

cc: Bonnie Svrcek, City Manager
Reid Wodicka, Deputy City Manager
Donna Witt, Director of Financial Services

SEWER OPERATING FUND
FINANCIAL SUMMARY
Quarter Ending March 31, 2019

	FY 2018 Adopted Budget	FY 2018 Actual Q3 YTD	FY 2018 % of Budget	FY 2019 Adopted Budget	FY 2019 Actual Q3 YTD	FY 2019 % of Budget	FY 2019 Adopted Budget	FY 2019 Revised Estimate	FY 2019 $ Variance Adopted Budget vs. Projected
REVENUES:									
Charges for Services	$18,494,475	$13,552,699	73%	$18,451,183	$13,855,402	75%	$18,451,183	$19,430,183	$979,000
Sewer Contracts	3,791,116	2,179,263	57%	3,893,603	2,530,850	65%	3,893,603	3,986,303	92,700
Interest and Other	81,599	242,928	298%	106,920	333,160	312%	106,920	352,920	246,000
	$22,367,190	**$15,974,890**		**$22,451,706**	**$16,719,412**		**$22,451,706**	**$23,769,406**	**$1,317,700**
EXPENSES:									
Departmental O&M	$11,100,918	$7,451,854	67%	$11,431,281	$8,071,958	71%	$11,431,281	$11,268,281	$163,000
Non-Departmental O&M	353,874	115,083	33%	373,579	136,131	36%	373,579	373,579	0
Capital Outlay/Purchases	612,500	353,524	58%	464,535	273,888	59%	464,535	464,535	0
Transfers to Capital	1,100,000	825,000	75%	2,000,000	1,500,000	75%	2,000,000	2,000,000	0
Debt service	9,301,933	5,848,716	63%	9,122,808	5,850,518	64%	9,122,808	9,040,808	82,000
	$22,469,225	**$14,594,177**		**$23,392,203**	**$15,832,495**		**$23,392,203**	**$23,147,203**	**$245,000**
Adjustment for Expenses from Capital Projects		**$0**			**$0**			**$0**	

KEY RATIOS:

Unrestricted cash target range as a % of operating expenses & debt service:	25% - 40%
Unrestricted cash as a % of operating expenses & debt service:	51%
Financial Policy targeted debt coverage ratio minimum:	1.20
Ending debt coverage ratio:	1.36 (a)

Note (a) Calculation of debt coverage includes $139,000 of estimated capitalizable costs for internal labor charges applicable to time spent on capital project activities.

May 28, 2019

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: March 31, 2019 Quarterly Financial Report – Stormwater Operating Fund

The attached Stormwater Operating Fund Financial Summary summarizes the financial activity for this fund through March 31, 2019. This quarterly report provides comparative financial information for the same period of the prior fiscal year. Projected variances between the FY 2019 Budget and the Department's year end projections are described below.

REVENUES

Following the completion of the second quarter, the overall revenues for FY 2019 are projected to exceed budget by $41,500 (1.2%). Explanations of this variance follow:

- **Charges for Services:**

  Revenue in this category reflects billing activity for all known impervious areas, Virginia Stormwater Management Program (VSMP) permits and delinquent charges on past due accounts. Charges for services are projected to be at budget.

- **Interest and Other:**

  Interest and Other is expected to be at $41,500 (415%) more than budget due to interest earnings are higher than anticipated.

- **Transfers from Other Funds:**

  Transfers from General Fund are expected to be at budget.

EXPENSES

Overall expenses for FY 2019 are expected to be $76,000 (2.1%) less than budget. Explanations of this variance follow:

- **Departmental Operation and Maintenance:**

  Departmental Operation and Maintenance are expected to exceed budget by $52,900 (1.9%). This variance is broken down as follows:

➢ Personnel Services and Benefits	$62,600
➢ Contractual Services	(47,600)
➢ Internal Service Charges	20,550
➢ Other	17,350
Total	**$52,900**

  The savings in Personnel Services and Benefits is attributable to unfilled positions at end of quarter and deferred implementation of wage rate adjustments using recommendations from Korn Ferry's compensation study. Contractual Services are higher than budget primarily due the following: 1) Unanticipated Maintenance and Repair Services of $25,000 needed to repair detention ponds due to August 2nd 2018 flood event. 2) $25,000 of Engineering Services budgeted in FY 2018 for sediment control study for four inland ponds was deferred to FY 2019.

  Non-Departmental Operation and Maintenance:

  Non-Departmental Operational and Maintenance Expenses are projected to be $18,900 (36.6%) more than budget due to Engineering Services used to restore Greenwood Pond's damaged embankment due to August 2nd 2018 flood event. Restoration of the embankment is anticipated in July, 2019 or sooner if feasibly possible. Costs for the restoration are expected to be partially reimbursed by Virginia Department of Emergency Management. The percentage or dollar amount of reimbursement is undetermined at this time.

- **Capital Outlay:**

  Purchases in Capital Outlay are expected to be within budget.

- **Transfers to Capital:**

  Transfers to Capital are expected to be at budget.

- **Debt Service:**

  Debt Service expenditures have projected savings of $42,000 due to deferred closing (to 4th quarter of FY 2019) of Virginia Resource Authority loan for approximately $800,000 to be used with Stormwater Local Assistance Fund (SLAF) Grant to fully fund the Rock Castle Creek Tributary Stream Restoration Project. This project will help meet compliance requirements under our current Municipal Storm Sewer System (MS4) permit.

SUMMARY

The third quarter report reflects a stable FY 2019 financial position for this fund. Under the Council financial policies, two important financial ratios, debt coverage and fund balance are above policy targets. The projected debt coverage ratio for end of the fiscal year is 15.08 which is above Council's financial policy minimum target of 1.20. The fund balance ratio projected for the end of the fiscal year is 28% compared to target range of 15%- 20%.

Respectfully submitted,

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

cc: Bonnie Svrcek, City Manager
Reid Wodicka, Deputy City Manager
Donna Witt, Director of Financial Services

STORMWATER OPERATING FUND
FINANCIAL SUMMARY
Quarter Ending March 31, 2019

	FY 2018 Adopted Budget	FY 2018 Actual Q3YTD	FY 2018 % of Budget	FY 2019 Adopted Budget	FY 2019 Actual Q3YTD	FY 2019 % of Budget	FY 2019 Adopted Budget	FY 2019 Revised Estimate	FY 2019 $ Variance Adopted Budget vs. Actual	
REVENUES:										
Charges for Services	$3,199,120	$2,190,863	68%	$3,205,800	$2,203,534	69%	$3,205,800	$3,205,800	$0	$0.000
Interest and Other	2,000	20,857	1043%	10,000	44,805	448%	10,000	51,500	41,500	$4.150
Transfers from Other Funds	275,000	206,250	75%	275,000	206,250	75%	275,000	275,000	0	$0.000
	$3,476,120	**$2,417,970**		**$3,490,800**	**$2,454,589**		**$3,490,800**	**$3,532,300**	**$41,500**	$0.012
EXPENSES:										
Departmental O&M	$2,769,413	$2,009,848	73%	$2,831,293	$1,997,407	71%	$2,831,293	$2,778,393	$52,900	$0.019
Non-Departmental O&M	51,168	10,990	21%	51,656	21,306	41%	51,656	70,556	(18,900)	($0.366)
Capital Outlay/Purchases	0	0		54,535	42,060	77%	54,535	54,535	0	$0.000
Transfers to Capital	850,000	637,500	75%	675,000	506,250	75%	675,000	675,000	0	$0.000
Transfers to City/Fed/State Aid Fund	0	4,215		0	0		0	0	0	#DIV/0!
Debt Service	0	0		88,628	77	0%	88,628	46,628	42,000	$0.474
	$3,670,581	**$2,662,553**		**$3,701,112**	**$2,567,101**		**$3,701,112**	**$3,625,112**	**$76,000**	$0.021
Adjustment for Expenses from Capital Projects		**$0**			**$0**			**$0**		

KEY RATIOS:

Unrestricted cash target range as a % of operating expenses & debt service	15% - 20%
Projected unrestricted cash as a % of operating expenses at year end	28%
Financial Policy targeted debt coverage ratio minimum:	1.20
Ending debt coverage ratio:	15.08 (a)

Note (a) Calculation of debt coverage includes $20,000 of estimated capitalizable costs for internal labor charges applicable to time spent on capital project activities.

May 28, 2019

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: March 31, 2019 Quarterly Report - General Fund

Attached is the Financial Summary for the General Fund (Fund) for the period ending March 31, 2019.

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

NON-DEDICATED REVENUES

- Real Estate Taxes:

  Real Estate taxes are due in four quarterly installments on November 15, January 15, March 15, and May 15. As of the date of this report, there have been three installments for FY 2019 billed, and revenue of $45,085,013 (net of tax relief) collected. This revenue is 81.7% of the FY 2019 amended budget of $57,124,670.

- Personal Property Taxes:

  Personal Property tax revenue for FY 2019 is $348,248 more than the amount collected at the end of the third quarter of FY 2018, and remains on track with 52.9% collected. Personal property taxes are payable in two equal installments on June 5 and December 5. Additional billings for personal property acquisitions are due March 5 and September 5.

  In 1998, the Virginia General Assembly enacted the Personal Property Tax Relief Act (PPTRA) to reimburse citizens for a portion of the local personal property tax. In the 2004 Virginia General Assembly, the State capped the amount reimbursed to localities at $950 million for FY 2019. This action eliminates the 70% reimbursement. Lynchburg's share of this reimbursement is $5,543,584. During the third quarter of FY 2019, the State reimbursed the City $831,538 (15%), as scheduled. The final payment is due in May 2019 (5%).

- Consumer Utility Taxes – Electric:

  The third quarter FY 2019 revenue is slightly ahead of budget projections by $78,126 based on collections for 8 months. Staff is monitoring this revenue and providing the Finance Committee with monthly updates related to Consumer Utility Taxes.

- Communication Sales and Use Taxes:

  Communication Sales and Use tax revenue collected is behind FY 2019 budget projections by $67,600 based on collections for 7 months. This downward trend is expected to continue unless the General Assembly includes other communication avenues in this tax code.

- Local Sales Tax:

  Sales tax revenue is ahead of the FY 2019 budget projection by $383,094 based on collections for 7 months.

- Business License

  Business License revenue collected through the third quarter of FY 2019 is $1,845,682. Since this tax is due May 1, the collection percentage is currently only a small part of the annual budget. The majority of the tax will be collected from March to May. Collections are slightly ahead of the amount collected through the third quarter of FY 2018 by $108,244.

- Meals Tax

  Meals tax revenue is slightly ahead of FY 2019 budget projections by $68,263 based on collections for 8 months. Staff is monitoring this revenue and providing the Finance Committee with monthly updates.

- Lodging Tax

  Lodging tax revenue is ahead of the FY 2019 budget projection by $152,040 based on collections for 8 months. Staff is monitoring this revenue and providing the Finance Committee with monthly updates.

- Permit, Fees, and Licenses:

  Permit, Fees, and Licenses is slightly behind the FY 2019 budget projection by 14.1% or $109,629 due to Building Inspection Permit Fees tracking behind prior year.

- Fines and Forfeitures:

  Fines and Forfeitures revenue for parking and court fines is behind the budget projection for FY 2019 by 35.1%, or $96,709, although both are on pace with FY 2018 collections.

- Interest on Investments:

  Investment income is ahead of the budget projection for FY 2019 by $874,759 due to conservative budgeting and investment performance better than expected.

- Charges for Services

  Charges for Services revenue is 5.1%, or $417,491 behind of the budget projection for FY 2019, primarily due to delinquent ambulance billing collection and LPD Off-duty collections.

DEDICATED REVENUES

Intergovernmental Revenues consisting of Constitutional Officers, Health and Human Services, and State subsidies total $26,597,135 and are 5.9%, or $1,663,618 behind the FY 2019 budget projection. This is due to the timing of submitting and receiving reimbursements.

EXPENDITURES

- Operating Expenditures:

  The percentage of operating expenditures spent through the third quarter of FY 2019, 69.6%, is on target with budget projections.

- Debt Service

  Debt Service expenditures are on pace with FY 2019 budget projections.

SUMMARY

This third quarter report represents a stable financial position for the General Fund. As the year progresses, revised estimates for revenues and expenditures will be presented to reflect the impact of changes.

Respectfully submitted,

D. S. Witt

Donna S. Witt
Chief Financial Officer

cc: Bonnie Svrcek, City Manager
Reid Wodicka, Deputy City Manager
Rhonda Allbeck, Assistant Director of Financial Services

Fiscal Year	Fiscal Calendar 2019
Fiscal Quarter of Year	(Multiple Items)
Fiscal Month of Year	(Multiple Items)
Fund	1001 General Fund
Account Type	Revenue
Process Status	Posted

Revenues	Adopted Budget	Budget Amendment	Amended Budget	Actual Amount 3/31/19	Remaining Budget w/o Encumbrances	Percentage of Amended Budget	Actual Amount 3/31/18
100 Taxes							
02110.0100 - Current Real Property Tax	57,124,670	-	57,124,670	46,656,715	10,467,955	81.7%	46,013,951
02110.0105 - Tax Relief For Elderly	(650,000)	-	(650,000)	(608,402)	(41,598)	93.6%	(634,296)
02110.0110 - Tax Relief-Rehabilitation Real Property	(725,000)	-	(725,000)	(963,300)	238,300	132.9%	(699,836)
02110.0200 - Delinquent Real Property Tax	1,525,000	-	1,525,000	838,604	686,396	55.0%	729,649
02110.0900 - Real Estate Tax- Economic Development Incentive	-	-	-	-	-	0.0%	-
02120.0100 - Current PSC Tax	2,475,000	-	2,475,000	2,596,128	(121,128)	104.9%	2,518,818
02130.0101 - Current Personal Property Tax PCI	17,945,000	-	17,945,000	9,500,537	8,444,463	52.9%	9,152,289
02130.0201 - Delinquent Personal Property Tax PCI	1,175,000	-	1,175,000	1,002,652	172,348	85.3%	934,432
02130.0205 - Recovery-C/O Personal Property Tax	-	-	-	235	(235)	0.0%	72,940
02130.0900 - Personal Property Tax- Economic Development Incentive	-	(3,412)	(3,412)	(17,815)	14,403	522.1%	-
02170.0100 - Penalty-PSC Tax	-	-	-	7,328	(7,328)	0.0%	10,466
02170.0105 - Penalty-Delinquent Tax	650,000	-	650,000	471,855	178,145	72.6%	450,870
02170.0200 - Interest-PSC Tax	-	-	-	72	(72)	0.0%	1,026
02170.0205 - Interest-Delinquent Tax	400,000	-	400,000	245,270	154,730	61.3%	272,097
02510.0000 - Local Sales And Use Tax	15,351,347	-	15,351,347	9,370,293	5,981,054	61.0%	8,955,673
02510.0900 - Local Sales & Use Tax- Economic Development Incentive	-	(26,803)	(26,803)	(52,676)	25,873	196.5%	-
02515.0100 - Consumer Utility Tax-Electric	3,775,650	-	3,775,650	2,662,574	1,113,076	70.5%	2,663,123
02515.0105 - Consumer Utility Tax-Gas	575,000	-	575,000	443,955	131,045	77.2%	441,522
02515.0120 - Right of Way Fees	200,000	-	200,000	95,127	104,873	47.6%	136,099
02515.0900 - Pen & Int - Consumer Utility Tax, None	-	-	-	313	(313)	0.0%	-
02517.0000 - Communication Sales & Use Tax	3,045,315	-	3,045,315	1,708,835	1,336,480	56.1%	1,854,653
02520.0000 - Business License Tax	8,349,271	-	8,349,271	1,845,682	6,503,589	22.1%	1,737,438
02520.0010 - Consumption Tax-Electric	315,000	-	315,000	222,984	92,016	70.8%	222,537
02520.0015 - Consumption Tax-Gas	30,000	-	30,000	22,222	7,778	74.1%	22,655
02520.0030 - Pen & Int-Business License	90,000	-	90,000	23,831	66,169	26.5%	44,188
02520.0900 - Business License Tax- Economic Development Incentive	-	(7,346)	(7,346)	(16,272)	8,926	221.5%	-
02530.0001 - Motor Vehicle Licenses PCI	1,575,000	-	1,575,000	210,929	1,364,071	13.4%	190,941
02530.0201 - Delinquent Motor Vehicle License	190,000	-	190,000	120,763	69,237	63.6%	125,678
02535.0000 - Bank Stock Tax	825,000	-	825,000	16,163	808,837	2.0%	890
02540.0100 - Recordation Tax-City	485,000	-	485,000	313,141	171,859	64.6%	316,808
02540.0200 - Probate Tax	15,000	-	15,000	13,525	1,475	90.2%	22,789
02545.0000 - Tobacco Tax	850,000	-	850,000	618,456	231,544	72.8%	660,734
02550.0000 - Amusement Tax	725,000	-	725,000	533,001	191,999	73.5%	557,714
02550.0005 - Pen & Int - Amusement Tax	-	-	-	164	(164)	0.0%	1,506
02555.0000 - Lodging Tax	2,700,000	-	2,700,000	1,835,719	864,281	68.0%	1,638,510
02555.0005 - Pen & Int - Lodging Tax	-	-	-	494	(494)	0.0%	3,103
02555.0900 - Lodging Tax- Economic Development Incentive	-	(84,331)	(84,331)	(150,165)	65,834	178.1%	-
02560.0000 - Meals Tax	14,932,800	-	14,932,800	9,776,123	5,156,677	65.5%	9,513,942
02560.0005 - Pen & Int - Meals Tax	65,000	-	65,000	45,534	19,466	70.1%	38,919
02560.0900 - Meals Tax- Economic Development Incentive	-	(160,678)	(160,678)	(213,892)	53,214	133.1%	-
100 Taxes Total	**134,014,053**	**(282,570)**	**133,731,483**	**89,176,702**	**44,554,781**	**66.7%**	**87,971,833**
110 Permits, Fees, & Licenses							
03005.0000 - Animal Licenses	8,000	-	8,000	6,862	1,138	85.8%	6,471
03010.0100 - Bicycle Licenses, None	-	-	-	839	(839)	0.0%	-
03010.0200 - Permit Parking Fees	210,000	-	210,000	161,353	48,647	76.8%	151,398
03010.0400 - Land Disturbing Fees	18,000	-	18,000	8,917	9,084	49.5%	15,204
03010.0600 - Transfer Fees	1,600	-	1,600	1,504	96	94.0%	1,598
03010.0700 - Zoning Appeal Fees-Inspc	1,000	-	1,000	999	1	99.9%	450
03010.0702 - Zoning Certification Letter	-	-	-	2,400	(2,400)	0.0%	-
03010.0705 - Legal Notice Advertising	16,000	-	16,000	3,782	12,219	23.6%	10,009
03010.0710 - Site Plan Reviews	15,000	-	15,000	10,292	4,708	68.6%	10,329
03010.0715 - Conditional Use Permits	4,000	-	4,000	3,395	605	84.9%	2,269
03010.0720 - Re-zoning Fees	6,000	-	6,000	15,543	(9,543)	259.0%	7,731
03010.0800 - Subdivision Plat Review	5,000	-	5,000	4,980	20	99.6%	4,080
03010.0900 - Building Insp Permit Fee	500,600	-	500,600	289,796	210,805	57.9%	416,540
03010.0901 - Elevator Inspect Admin Fee	21,000	-	21,000	17,164	3,836	81.7%	18,984
03010.0902 - Elevator Inspect Admin Fee Pen & Int	-	-	-	274	(274)	0.0%	277
03010.0920 - Sign Inspect Permit Fee	5,900	-	5,900	5,050	850	85.6%	4,075
03010.0925 - Demolition Fees	6,000	-	6,000	6,750	(750)	112.5%	8,350
03010.0927 - Building Plan Review	40,000	-	40,000	24,392	15,608	61.0%	38,297
03010.0928 - Vacant Building Registration Fee	18,000	-	18,000	26,565	(8,565)	147.6%	8,910
03010.0929 - Pen & Int-Vacant Building Registration Fee	-	-	-	1,273	(1,273)	0.0%	532
03010.0930 - Certificate of Occupancy for Existing Building	-	-	-	3,075	(3,075)	0.0%	-
03010.0931 - Temporary Certificate of Occupancy, None	-	-	-	2,700	(2,700)	0.0%	-
03010.0932 - Working Without a Building Permit	-	-	-	200	(200)	0.0%	-
03010.1000 - False Alarm Service Assessment	105,000	-	105,000	28,218	76,783	26.9%	38,406
03010.1100 - Concealed Weapon Permit	30,000	-	30,000	21,347	8,654	71.2%	22,145
03010.2005 - Taxicab Application Fees	5,000	-	5,000	1,870	3,130	37.4%	2,875
03010.2010 - Precious Metal Premits	1,600	-	1,600	800	800	50.0%	600
03010.2011 - Rental Reinspect/FollowUp	-	-	-	500	(500)	0.0%	1,500
03010.2012 - Rental Intial Inspection	-	-	-	2,400	(2,400)	0.0%	1,500
03010.2013 - Annual/Periodic Inspect Fee	15,000	-	15,000	6,550	8,450	43.7%	6,400
03010.2014 - Rental Intial Inspect-No Show	-	-	-	600	(600)	0.0%	1,000
03010.2015 - Rental Inspect- Pre Court	-	-	-	-	-	0.0%	850
03010.2016 - Rental Inspect-Annual No Show	-	-	-	400	(400)	0.0%	700
03010.2020 - Mobile Vendor License Fee	-	-	-	-	-	0.0%	400
03010.2050 - Misc Permit Fee & License	2,000	-	2,000	5,611	(3,611)	280.6%	3,648
110 Permits, Fees, & Licenses Total	**1,034,700**	**-**	**1,034,700**	**666,396**	**368,304**	**64.4%**	**785,525**
120 Fines & Forfeitures							
03510.0100 - Court Fines And Forfeit.	240,000	-	240,000	125,342	114,658	52.2%	172,857
03510.0105 - Criminal Court Fees	2,500	-	2,500	1,894	606	75.8%	1,821
03510.0200 - Parking Fines	125,000	-	125,000	51,680	73,320	41.3%	63,876
120 Fines & Forfeitures Total	**367,500**	**-**	**367,500**	**178,916**	**188,584**	**48.7%**	**238,554**

Revenues	Adopted Budget	Budget Amendment	Amended Budget	Actual Amount 3/31/19	Remaining Budget w/o Encumbrances	Percentage of Amended Budget	Actual Amount 3/31/18
130 Use of Money & Property							
04010.0100 - Interest on Investment	125,000	-	125,000	421,952	(296,952)	337.6%	150,503
04010.0101 - Interest-City Capital	60,000	-	60,000	210,880	(150,880)	351.5%	98,841
04010.0123 - Interest-Health Ins Resrv	15,000	-	15,000	14,400	600	96.0%	(2,628)
04010.0124 - Interest-OPEB	5,000	-	5,000	16,215	(11,215)	324.3%	19,838
04010.0129 - Interest Income- US Bank Escrow (Crossover Refunding)	-	-	-	188,232	(188,232)	0.0%	-
04010.0156 - Interst-MktValueGain/Loss	-	-	-	95,617	(95,617)	0.0%	31,685
04010.0157 - Interest-SNAP Income	70,000	-	70,000	111,484	(41,484)	159.3%	140,877
04020.0105 - Gen Govt Property Rental	75,000	-	75,000	62,655	12,345	83.5%	60,924
04020.0115 - Public Safety Prop Rent	36,250	-	36,250	36,250	-	100.0%	36,250
04020.0125 - Human Services Prop Rent	100,000	-	100,000	75,000	25,000	75.0%	75,000
04020.0135 - Dwntwn Parking Deck Lease	90,000	-	90,000	62,748	27,253	69.7%	62,293
04020.0200 - Culture & Rec. Prop Rent	15,070	-	15,070	11,303	3,768	75.0%	11,303
04020.0201 - Prop Rental-Stadium	3,200	-	3,200	3,983	(783)	124.5%	3,085
04020.0202 - Prop Rental-Market/Park.	92,000	-	92,000	78,928	13,072	85.8%	65,503
04020.0205 - Market Rent- Pen & Int	560	-	560	423	137	75.6%	325
130 Use of Money & Property Total	**687,080**	**-**	**687,080**	**1,390,069**	**(702,989)**	**202.3%**	**753,799**
140 Charges for Services							
04010.0129 - Interest Income- US Bank Escrow (Crossover Refunding)	-	-	-	-	-	0.0%	65,287
04510.0900 - Collection & Tax Lien Fees	25,000	-	25,000	34,908	(9,908)	139.6%	23,826
04510.0901 - DMV Admin Fee	250,000	-	250,000	218,003	31,997	87.2%	200,931
04510.0902 - DMV Select Agency	35,000	-	35,000	33,115	1,885	94.6%	26,374
04510.0911 - Sale of GIS Maps & Data	150	-	150	96	54	64.0%	84
04510.0915 - Processng Fee - Payroll deduction	5,000	-	5,000	3,790	1,210	75.8%	3,985
04510.0916 - Indirect Cost&Svc DetHome	233,048	-	233,048	174,786	58,262	75.0%	194,297
04510.0918 - Indirect Cost&Srvc Water	1,123,362	-	1,123,362	842,522	280,841	75.0%	784,225
04510.0919 - Indirect Cost&Srvc Sewer	281,299	-	281,299	207,065	74,234	73.6%	185,434
04510.0920 - Indirect Cost&Srvc WWTP	627,653	-	627,653	474,649	153,004	75.6%	456,086
04510.0921 - Indirect Cost&Srvc Airprt	162,596	-	162,596	120,848	41,748	74.3%	116,625
04510.0922 - Indirect Cost&Svc Strmwtr	182,783	-	182,783	137,087	45,696	75.0%	176,788
04510.0924 - Indirect Cost & Svc- Community Corrections	-	-	-	5,022	(5,022)	0.0%	4,968
04515.0101 - Document Reprod Costs	8,000	-	8,000	4,696	3,304	58.7%	5,648
04515.0200 - Court Rm Sheriff Fee $10, None	80,000	-	80,000	40,262	39,738	50.3%	46,634
04515.0300 - Fees For Court Officers	7,244	-	7,244	7,244	(0)	100.0%	7,244
04515.0301 - Legal Service Charges	40,000	-	40,000	-	40,000	0.0%	-
04515.0302 - Non Consecutive Jail Fee	-	-	-	-	-	0.0%	63
04515.0303 - Probation Supervisor Fee	13,789	-	13,789	10,678	3,111	77.4%	10,623
04515.0400 - Commonwealth Atty.Fees	7,000	-	7,000	6,278	722	89.7%	5,421
04515.0401 - CA Coll Fees- Gen Dist Ct	55,000	-	55,000	1,367	53,633	2.5%	606
04515.0402 - CA Coll Fees- J&D Court	10,050	-	10,050	7,233	2,817	72.0%	6,858
04515.0403 - CA Coll Fees- Circuit Crt	62,600	-	62,600	54,930	7,670	87.7%	47,094
04520.0300 - Fire Prevention Fees	3,300	-	3,300	2,100	1,200	63.6%	2,325
04520.0301 - Ambulance Service Fees	2,665,000	-	2,665,000	1,805,793	859,207	67.8%	1,615,739
04520.0304 - Delinq Ambulance>120 Days	115,000	-	115,000	134,140	(19,140)	116.6%	133,392
04520.0901 - PIER Contract Payments	32,500	-	32,500	24,000	8,500	73.8%	32,500
04520.0902 - Criminal Records Check	-	-	-	-	-	0.0%	-
04520.0903 - Police-Schools Resource Officer (SRO) Prog	148,750	-	148,750	90,007	58,743	60.5%	43,449
04520.0904 - Local Reimb-COL Confined Space	50,000	-	50,000	37,500	12,500	75.0%	37,500
04520.0905 - Police Report Sales	14,000	-	14,000	11,070	2,930	79.1%	10,750
04520.0906 - Range Use Fee	15,200	-	15,200	13,600	1,600	89.5%	15,200
04520.0908 - $250 DUI Fees	-	-	-	5,596	(5,596)	0.0%	9,625
04520.0909 - LPD Off Duty	1,268,000	-	1,268,000	829,554	438,446	65.4%	839,020
04525.0106 - Downtown Parking Fees	40,000	-	40,000	24,027	15,973	60.1%	22,864
04525.0107 - PW Admin Stormwater Charges	131,855	-	131,855	85,311	46,544	64.7%	111,928
04525.0108 - PW Eng Stormwater Charges	17,927	-	17,927	5,426	12,501	30.3%	7,311
04525.0109 - PW Streets Stormwater Charges	161,131	-	161,131	117,820	43,311	73.1%	137,676
04525.0206 - Residential Disposal-Decals	820,000	-	820,000	856,258	(36,258)	104.4%	825,544
04525.0218 - Trash Bag Srvc-Waste Zero	185,000	-	185,000	116,558	68,442	63.0%	114,460
04525.0300 - Bldg Maint Charge-Other	10,142	-	10,142	7,607	2,536	75.0%	7,607
04530.0401 - CSA Service Providers	45,000	-	45,000	29,519	15,481	65.6%	20,224
04530.0403 - Local Reimb-Opportunity	-	-	-	-	-	0.0%	-
04530.0404 - Local Reimb-Sparc House	-	-	-	-	-	0.0%	-
04530.0409 - Human Services Court Order Fees	-	-	-	2,029	(2,029)	0.0%	3,869
04530.0410 - Lynchburg Youth Group Home Charges	801,496	-	801,496	362,396	439,100	45.2%	496,986
04530.0412 - Horizon Contribution for Outstationed Benefit Workers, None	-	17,500	17,500	-	17,500	0.0%	-
04535.0100 - Swimming Pool Fees	25,000	-	25,000	14,952	10,048	59.8%	21,118
04535.0150 - Recreation Program Fees	461,500	-	461,500	301,234	160,266	65.3%	291,907
04535.0200 - Point of Honor Admission Fees	11,000	-	11,000	8,547	2,453	77.7%	9,094
04535.0300 - Library Fines & Fees	56,000	-	56,000	40,972	15,028	73.2%	40,806
04535.0301 - Law Library Fees	30,000	-	30,000	27,364	2,636	91.2%	24,906
04535.0303 - Lost/Damaged Library Prop	5,000	-	5,000	4,392	608	87.8%	4,956
04535.0304 - Delinq Library Fines & Fees	-	-	-	1,216	(1,216)	0.0%	1,478
04535.0305 - Delinq Library Lost/Damaged	-	-	-	2,041	(2,041)	0.0%	2,334
04535.0306 - Delinq Library Pen & Int	-	-	-	454	(454)	0.0%	621
04540.0103 - Charges For Demolition	-	-	-	-	-	0.0%	5,449
04540.0105 - Comm Develop Stormwater Charges	495,590	-	495,590	371,693	123,897	75.0%	371,693
04599.0002 - Secure Vacant Stru Reimb	-	-	-	1,938	(1,938)	0.0%	1,114
04599.0004 - Weed Ordinance Program	28,000	-	28,000	10,416	17,584	37.2%	29,115
140 Charges for Services Total	**10,845,965**	**17,500**	**10,863,465**	**7,730,108**	**3,133,357**	**71.2%**	**7,661,660**
150 Miscellaneous Revenue							
05030.0105 - Suspense Revenue/Exp Ref	-	-	-	-	-	0.0%	-
05050.0105 - Pmt In Lieu Tax-WestCntbr	52,900	-	52,900	52,901	(1)	100.0%	52,901
05050.0110 - Pymt In Lieu of Tax-LRHA	25,000	-	25,000	35,847	(10,847)	143.4%	-
05050.0230 - Friends of Lynchburg Library	7,250	2,217	9,467	7,655	1,813	80.9%	5,438
05050.0232 - Digg's Trust Rec-Pt Honor	36,900	-	36,900	18,500	18,400	50.1%	20,400
05050.0278 - Donations for Rotary Centennial Skate Park, None	-	-	-	11,344	(11,344)	0.0%	-
05050.0290 - Gifts And Misc.	2,000	-	2,000	3,319	(1,319)	165.9%	2,991
05050.0400 - Sale-Salvage/Surplus Prop	-	-	-	1,855	(1,855)	0.0%	1,232
05050.0415 - Proceeds frm PropRoom.com	-	-	-	417	(417)	0.0%	605
05050.0500 - Sale-Real Property	-	-	-	-	-	0.0%	307,000
05050.2001 - Cash Overage And Shortage	-	-	-	(2,258)	2,258	0.0%	(138)

Revenues	Adopted Budget	Budget Amendment	Amended Budget	Actual Amount 3/31/19	Remaining Budget w/o Encumbrances	Percentage of Amended Budget	Actual Amount 3/31/18
05050.2011 - Reimb.POH Carriage House	26,300	-	26,300	13,875	12,425	52.8%	13,875
05050.2013 - Photo Reprod And Royalty	200	-	200	70	130	35.0%	168
05050.2016 - Dedicated Misc Rev HumSvc	-	-	-	-	-	0.0%	(4,819)
05050.2022 - Trash Cart Sales	3,000	-	3,000	3,023	(23)	100.8%	3,279
05050.2025 - Credit Card Rebate	100,000	-	100,000	115,682	(15,682)	115.7%	112,953
05050.2028 - WardsCrossingWestSvcFee	135,923	-	135,923	135,923	-	100.0%	135,923
05050.2033 - PointOfHonr-GiftShopSales	1,000	-	1,000	-	1,000	0.0%	-
05050.2034 - P&R Spec Event Sponsorship, None	12,000	-	12,000	5,710	6,290	47.6%	4,612
05050.2037 - RSA Profit Sharing	300,000	-	300,000	-	300,000	0.0%	(42)
05050.2046 - Visitor Ctr Merchandise	23,700	-	23,700	5,454	18,246	23.0%	14,446
05050.2049 - Trash Bag&Decal Violation	5,000	-	5,000	100	4,900	2.0%	2,271
05050.2052 - Parking Lease Agreement	100,000	-	100,000	93,485	6,515	93.5%	88,967
05050.2055 - Hillcats - Donation Youth Athletic Programs	10,000	-	10,000	-	10,000	0.0%	-
05050.2056 - Commission on City Vending Machine Sales	-	389	389	2,510	(2,121)	645.1%	2,971
05050.2090 - Miscellaneous Revenue	57,000	-	57,000	46,395	10,605	81.4%	70,745
150 Miscellaneous Revenue Total	**898,173**	**2,606**	**900,779**	**551,806**	**348,973**	**61.3%**	**835,778**
300 State Non-Categorical Aid							
06100.0300 - Rolling Stock Taxes	90,000	-	90,000	90,734	(734)	100.8%	90,544
06100.0400 - Mobile Home Titling Taxes	1,000	-	1,000	2,298	(1,298)	229.8%	3,788
06100.0600 - Deeds Of Conveyance	125,000	-	125,000	88,923	36,077	71.1%	76,318
06100.0800 - Recordation Taxes-State	150,000	-	150,000	93,203	56,797	62.1%	97,254
06100.0900 - Auto Rental Tax-DMV	280,000	-	280,000	268,375	11,625	95.8%	246,300
06100.1108 - Personal Prop Tax Relief	5,543,584	-	5,543,584	5,266,405	277,179	95.0%	5,266,405
300 State Non-Categorical Aid Total	**6,189,584**	**-**	**6,189,584**	**5,809,938**	**379,646**	**93.9%**	**5,780,608**
310 State Shared Exp (Cat.)							
06510.0200 - Commissioner of Revenue	179,935	-	179,935	113,837	66,098	63.3%	118,464
06510.0300 - Treasurer	102,000	-	102,000	69,317	32,683	68.0%	67,568
06510.1000 - Registrar/Electoral Board	47,000	-	47,000	-	47,000	0.0%	-
06515.0100 - Clerk of Cir Crt-Fringes	562,000	-	562,000	374,000	188,000	66.5%	373,067
06515.0200 - Sheriff	1,130,080	-	1,130,080	723,437	406,643	64.0%	740,620
06515.0400 - Commonwealth Attorney	1,013,636	-	1,013,636	687,914	325,722	67.9%	661,894
310 State Shared Exp (Cat.) Total	**3,034,651**	**-**	**3,034,651**	**1,968,506**	**1,066,145**	**64.9%**	**1,961,613**
320 State Categorical Aid							
06820.0200 - Juvenile Correct-Block Gt	247,716	-	247,716	185,787	61,929	75.0%	185,787
06820.0201 - Wireless E911	371,373	-	371,373	254,908	116,465	68.6%	199,804
06820.0203 - HB 599 Law Enforc.Asst	3,137,083	-	3,137,083	2,352,813	784,270	75.0%	2,268,864
06825.0100 - Street And Highway Maint.	8,133,555	426,261	8,559,816	6,419,862	2,139,954	75.0%	6,052,166
06830.0412 - Health Department	70,000	-	70,000	34,320	35,680	49.0%	53,378
06830.0413 - SS State Adm Sub 0901	2,310,216	123,103	2,433,319	1,297,239	1,136,080	53.3%	1,219,766
06830.0414 - SS State Prog Sub 0902	5,644,405	-	5,644,405	2,544,501	3,099,904	45.1%	2,728,031
06830.0428 - Finance-Social Srvc-State	-	-	-	-	-	0.0%	-
06835.0101 - SNAP Benefit Prog Grant, None	-	-	-	10	(10)	0.0%	-
06835.0102 - SNAP Program Reimb	15,000	-	15,000	7,854	7,146	52.4%	9,844
06835.0103 - SNAP Prog-Double Dollar	-	-	-	250	(250)	0.0%	-
06835.0104 - VDH- We Got the Beet Campaign	-	13,332	13,332	13,332	-	100.0%	18,915
06835.0300 - Finan Asst-Public Library	156,353	1,211	157,564	118,173	39,391	75.0%	116,765
320 State Categorical Aid Total	**20,085,701**	**563,907**	**20,649,608**	**13,229,049**	**7,420,559**	**64.1%**	**12,853,321**
330 State Aid in Suspense							
05030.0100 - Suspense Rev-Va EDI Pmts	-	-	-	-	-	0.0%	123
330 State Aid in Suspense Total	**-**	**-**	**-**	**-**	**-**	**0.0%**	**123**
510 Federal Direct Cat. Aid							
07540.1001 - IRS Int Subsidy 8/09 BABs	81,328	-	81,328	81,502	(174)	100.2%	81,197
07540.1002 - IRS Int Subs 8/09 BABsSCH	192,969	-	192,969	193,382	(413)	100.2%	192,659
510 Federal Direct Cat. Aid Total	**274,297**	**-**	**274,297**	**274,884**	**(587)**	**100.2%**	**273,856**
520 Fed Cat Aid- Pass Thru							
07825.0300 - B&G Chrgs Commerce St Bld	55,000	-	55,000	29,776	25,224	54.1%	32,264
07830.0420 - Fed Pass Thru:Cost AIIDMG	450,000	-	450,000	-	450,000	0.0%	-
07830.0421 - SS Fed Adm Sub 0901	3,709,562	89,266	3,798,828	3,177,744	621,084	83.7%	3,077,921
07830.0422 - SS Fed Prog Sub 0902	3,051,946	-	3,051,946	1,990,210	1,061,736	65.2%	2,155,638
07830.0428 - Finance-Social Srvc-Fed	-	-	-	-	-	0.0%	-
07830.0430 - USDA Funding - Group Home, None	15,000	-	15,000	24,932	(9,932)	166.2%	-
07875.0003 - Human Service Lease	147,091	-	147,091	86,524	60,567	58.8%	86,524
07875.0021 - FINI Double-Dollars	-	15,000	15,000	5,572	9,428	37.1%	9,611
520 Fed Cat Aid- Pass Thru Total	**7,428,599**	**104,266**	**7,532,865**	**5,314,757**	**2,218,108**	**70.6%**	**5,361,958**
700 Proceed From Indebtedness							
08510.0005 - Refunding Bond Proceeds	-	-	-	-	-	0.0%	5,095,489
08510.0006 - Refunding Bond Proc Prem	-	-	-	-	-	0.0%	561,020
08510.0007 - Refundng Bnd Proceeds Sch	-	-	-	-	-	0.0%	10,126,066
08510.0008 - Refndng Bds Proc Prem Sch	-	-	-	-	-	0.0%	1,139,743
700 Proceed From Indebtedness Total	**-**	**-**	**-**	**-**	**-**	**0.0%**	**16,922,317**
710 Operating Transfers In							
09201.0037 - TrfFrmCFSA-Operating Trfr	-	-	-	-	-	0.0%	2,397
09225.0015 - Transfer from Tech Fund to General Fund, None	-	50,000	50,000	50,000	-	100.0%	-
09301.0003 - TrfFrmCtyCp-Capital Proj	-	49,635	49,635	56,314	(6,678)	113.5%	-
710 Operating Transfers In Total	**-**	**99,635**	**99,635**	**106,314**	**(6,678)**	**106.7%**	**2,397**
Grand Total	**184,860,303**	**505,344**	**185,365,647**	**126,397,445**	**58,968,202**	**68.2%**	**141,403,344**

Fiscal Year	Fiscal Calendar 2019
Fiscal Quarter of Year	(Multiple Items)
Fund	1001 General Fund
Account Type	Expenses
Process Status	Posted

Expenditures	Adopted Budget	Budget Amendment	Amended Budget	Actual Amount 3/31/19	Remaining Budget w/ Encumbrances	Percentage Used w/ Encumbrances	Actual Amount 3/31/18
2022 Communications/Marketing							
0021 Public Information	491,651	6,284	497,935	335,814	162,120	67.4%	409,408
0022 Customer Service Center	128,775	5,292	134,067	92,750	41,317	69.2%	90,288
0029 Local Government Channel	169,412	3,911	173,323	107,365	65,958	61.9%	112,149
2022 Communications/Marketing Total	**789,838**	**15,487**	**805,325**	**535,930**	**269,395**	**66.5%**	**611,845**
2023 Council / Manager							
0028 Council / Manager	1,046,832	24,871	1,071,703	755,331	310,003	71.1%	777,476
0033 Parking Division	532,774	44,364	577,138	373,392	203,746	64.7%	343,888
2023 Council / Manager Total	**1,579,606**	**69,235**	**1,648,841**	**1,128,723**	**513,749**	**68.8%**	**1,121,364**
2027 Tourism							
0044 Tourism	1,036,338	12,038	1,048,376	737,090	240,346	77.1%	704,612
0045 Visitors Center	136,393	2,417	138,810	70,230	68,159	50.9%	76,042
2027 Tourism Total	**1,172,731**	**14,455**	**1,187,186**	**807,320**	**308,505**	**74.0%**	**780,654**
2030 City Attorney							
0050 City Attorney	803,121	8,112	811,233	548,583	262,650	67.6%	515,282
0051 Risk Management	588,357	-	588,357	441,268	147,089	75.0%	400,699
2030 City Attorney Total	**1,391,478**	**8,112**	**1,399,590**	**989,850**	**409,740**	**70.7%**	**915,981**
2035 State Treasurer							
0060 State Treasurer	169,985	6,010	175,995	121,247	54,748	68.9%	119,626
2035 State Treasurer Total	**169,985**	**6,010**	**175,995**	**121,247**	**54,748**	**68.9%**	**119,626**
2040 Commissioner Of Revenue							
0070 Com Rev-State/Loc Budget	730,338	19,292	749,630	484,012	252,211	66.4%	495,666
2040 Commissioner Of Revenue Total	**730,338**	**19,292**	**749,630**	**484,012**	**252,211**	**66.4%**	**495,666**
2045 City Assessor							
0080 City Assessor	731,167	24,836	756,003	532,428	221,496	70.7%	517,293
2045 City Assessor Total	**731,167**	**24,836**	**756,003**	**532,428**	**221,496**	**70.7%**	**517,293**
2050 Finance							
0090 Director Of Finance	603,434	27,381	630,815	460,656	160,484	74.6%	443,431
0093 Billings And Collections	1,288,204	103,387	1,391,591	919,047	314,511	77.4%	868,427
0094 Procurement	311,971	11,103	323,074	207,241	113,543	64.9%	222,948
0095 Accounting	961,587	68,131	1,029,718	704,290	266,126	74.2%	689,016
0097 Human Services-Finance	-	-	-	-	-	0.0%	-
2050 Finance Total	**3,165,196**	**210,002**	**3,375,198**	**2,291,235**	**854,664**	**74.7%**	**2,223,822**
2055 Human Resources							
0110 Human Resources	800,718	131,019	931,737	666,954	251,019	73.1%	724,094
0111 Occupational Health Svs	130,000	6,500	136,500	147,164	(10,664)	107.8%	134,288
0112 Health Management Program	-	-	-	-	-	0.0%	-
2055 Human Resources Total	**930,718**	**137,519**	**1,068,237**	**814,118**	**240,354**	**77.5%**	**858,382**
2057 Information Technology							
0115 Application Services	1,325,785	16,705	1,342,490	934,399	408,091	69.6%	882,788
0116 Network Services	1,713,476	18,231	1,731,707	1,151,129	580,578	66.5%	1,194,413
0117 I T Administration	456,933	1,710	458,643	287,447	164,234	64.2%	269,684
0125 GIS	324,902	10,552	335,454	229,581	105,873	68.4%	221,013
2057 Information Technology Total	**3,821,096**	**47,198**	**3,868,294**	**2,602,556**	**1,258,776**	**67.5%**	**2,567,898**
2065 Registrar							
0150 Registrar	183,546	2,627	186,173	130,273	55,108	70.4%	134,132
0151 Electoral Board	103,061	-	103,061	65,768	37,293	63.8%	52,389
2065 Registrar Total	**286,607**	**2,627**	**289,234**	**196,041**	**92,401**	**68.1%**	**186,521**
2090 Education							
0200 Lcl Sch Oper Contribution	42,028,498	350,000	42,378,498	24,800,000	17,578,498	58.5%	26,150,000
2090 Education Total	**42,028,498**	**350,000**	**42,378,498**	**24,800,000**	**17,578,498**	**58.5%**	**26,150,000**
2105 Circuit Court-Judge							
0300 Circuit Court-Judge	159,917	1,003	160,920	104,113	55,013	65.8%	94,757
2105 Circuit Court-Judge Total	**159,917**	**1,003**	**160,920**	**104,113**	**55,013**	**65.8%**	**94,757**
2110 General District Court							
0310 General District Court	58,173	1,733	59,906	22,516	34,515	42.4%	20,865
2110 General District Court Total	**58,173**	**1,733**	**59,906**	**22,516**	**34,515**	**42.4%**	**20,865**
2115 Juvenile & Dr Dist Court							
0320 Juvenile & Dr Dist Court	15,024	-	15,024	12,877	549	96.3%	7,739
2115 Juvenile & Dr Dist Court Total	**15,024**	**-**	**15,024**	**12,877**	**549**	**96.3%**	**7,739**
2120 24th Court Service Unit							
0330 24th Court Service Unit	1,550	380	1,930	1,629	301	84.4%	112

Expenditures	Adopted Budget	Budget Amendment	Amended Budget	Actual Amount 3/31/19	Remaining Budget w/ Encumbrances	Percentage Used w/ Encumbrances	Actual Amount 3/31/18
2120 24th Court Service Unit Total	**1,550**	**380**	**1,930**	**1,629**	**301**	**84.4%**	**112**
2125 Commonwealth's Attorney							
0340 Commonwealth Attorney	1,608,104	12,046	1,620,150	1,158,574	461,134	71.5%	1,164,262
0343 Com Aty Fines & Fees Coll	62,075	652	62,727	43,015	18,988	69.7%	42,196
2125 Commonwealth's Attorney Total	**1,670,179**	**12,698**	**1,682,877**	**1,201,589**	**480,121**	**71.5%**	**1,206,457**
2130 Magistrate's Office							
0350 Magistrate's Office	3,977	484	4,461	2,514	1,866	58.2%	2,161
2130 Magistrate's Office Total	**3,977**	**484**	**4,461**	**2,514**	**1,866**	**58.2%**	**2,161**
2135 Circuit Court-Clerk							
0360 Circuit Court-Clerk	877,504	16,796	894,300	631,407	262,893	70.6%	619,379
2135 Circuit Court-Clerk Total	**877,504**	**16,796**	**894,300**	**631,407**	**262,893**	**70.6%**	**619,379**
2200 City Sheriff							
0400 City Sheriff And Jail	2,091,581	10,754	2,102,335	1,602,103	500,232	76.2%	1,536,251
2200 City Sheriff Total	**2,091,581**	**10,754**	**2,102,335**	**1,602,103**	**500,232**	**76.2%**	**1,536,251**
2240 Police							
0420 Police Operations	16,709,468	370,727	17,080,195	12,153,882	4,824,035	71.8%	11,995,554
0421 Animal Warden	331,998	4,724	336,722	229,678	107,044	68.2%	194,208
0429 Range Operations	15,000	1,451	16,451	7,875	7,792	52.6%	14,717
0430 Police Off Duty Employmnt	1,146,894	273	1,147,167	765,367	381,800	66.7%	802,406
2240 Police Total	**18,203,360**	**377,175**	**18,580,535**	**13,156,802**	**5,320,671**	**71.4%**	**13,006,886**
2245 Emergency Services							
0422 Emergency Communications	2,691,621	72,940	2,764,561	1,828,107	915,672	66.9%	1,895,766
2245 Emergency Services Total	**2,691,621**	**72,940**	**2,764,561**	**1,828,107**	**915,672**	**66.9%**	**1,895,766**
2270 Fire							
0444 Fire Operations And Ems	15,947,300	111,911	16,059,211	11,223,171	4,777,083	70.3%	11,427,632
0446 TRT- PIER Program	82,500	-	82,500	54,490	(4,507)	105.5%	61,059
2270 Fire Total	**16,029,800**	**111,911**	**16,141,711**	**11,277,661**	**4,772,575**	**70.4%**	**11,488,691**
2400 Public Works							
0600 Public Works Administrat.	943,804	716	944,520	696,219	242,678	74.3%	688,135
0605 Engineering	3,874,391	107,604	3,981,995	2,682,065	1,230,309	69.1%	2,638,142
0632 Street Maintenance,II	3,282,439	1,320,960	4,603,399	1,841,734	581,402	87.4%	1,706,264
0635 Snow Removal	287,207	307,494	594,701	608,601	(36,316)	106.1%	237,399
0640 Refuse Collection	3,032,291	156,079	3,188,370	2,262,234	374,348	88.3%	2,040,039
0645 Parks/Grounds Maintenance	2,901,625	478,538	3,380,163	2,269,152	874,242	74.1%	2,079,952
0649 Baseball Stadium Maint	112,023	460	112,483	75,965	36,288	67.7%	71,765
0650 Building Maintenance	3,809,449	101,423	3,910,872	2,658,784	1,169,563	70.1%	2,868,177
0660 Human Services Maint.	245,510	8,017	253,527	175,799	73,136	71.2%	183,369
2400 Public Works Total	**18,488,739**	**2,481,292**	**20,970,031**	**13,270,553**	**4,545,649**	**78.3%**	**12,513,241**
2555 Health							
0800 Health Operations	830,977	-	830,977	747,685	83,292	90.0%	743,015
2555 Health Total	**830,977**	**-**	**830,977**	**747,685**	**83,292**	**90.0%**	**743,015**
2561 Juvenile Services							
0904 Juvenile Service Admin.	306,069	1,076	307,145	140,155	166,990	45.6%	145,030
0905 Juvenile Detention Home	400,000	-	400,000	433,415	(33,415)	108.4%	331,868
0906 Lynchburg Youth Group Home	1,216,950	15,063	1,232,013	815,459	406,695	67.0%	827,414
0915 Csa Service Providers	2,038,296	1,076	2,039,372	1,523,922	515,450	74.7%	1,559,983
0929 Lynchburg Outreach Prog	190,966	2,032	192,998	150,406	40,890	78.8%	135,261
2561 Juvenile Services Total	**4,152,281**	**19,247**	**4,171,528**	**3,063,357**	**1,096,610**	**73.7%**	**2,999,556**
2562 Social Services							
0901 Social Services Admin.	8,166,049	407,021	8,573,070	5,916,734	2,646,806	69.1%	5,682,458
0902 Public Assistance	8,869,737	38,475	8,908,212	5,332,235	3,557,752	60.1%	5,800,399
2562 Social Services Total	**17,035,786**	**445,496**	**17,481,282**	**11,248,969**	**6,204,557**	**64.5%**	**11,482,857**
2563 Recreation Services							
0116 Network Services	76,393	-	76,393	51,615	24,778	67.6%	26,760
1002 Parks/Rec/Market	401,073	31,056	432,129	295,644	135,728	68.6%	310,374
1010 Recreation, General Admin	559,498	27,346	586,844	392,517	165,673	71.8%	413,157
1011 Recreation Services	139,580	1,076	140,656	98,928	41,728	70.3%	80,567
1013 Recreation, Athletic	146,192	2,153	148,345	110,492	37,853	74.5%	101,849
1015 Recreation, Park Services	700,951	39,078	740,029	540,642	196,658	73.4%	487,688
1022 Recreation, Aquatics	93,313	-	93,313	42,933	50,380	46.0%	43,650
1023 Recreation, Naturalist	179,271	5,007	184,278	107,368	76,910	58.3%	120,460
1024 Special Events-Cty Sponsr	50,000	-	50,000	43,721	6,279	87.4%	53,309
1027 Recreation Programs	539,604	15,000	554,604	329,540	225,064	59.4%	364,023
1028 City-wide Centers	275,604	3,460	279,064	194,010	85,054	69.5%	191,522
1029 Neighborhood Centers	636,806	5,304	642,110	393,338	248,772	61.3%	404,144
2563 Recreation Services Total	**3,798,285**	**129,480**	**3,927,765**	**2,600,747**	**1,294,877**	**67.0%**	**2,597,502**
2610 Libraries And Museums							
1100 Public Library	1,426,397	63,078	1,489,475	1,018,679	464,920	68.8%	1,025,582

Expenditures	Adopted Budget	Budget Amendment	Amended Budget	Actual Amount 3/31/19	Remaining Budget w/ Encumbrances	Percentage Used w/ Encumbrances	Actual Amount 3/31/18
1120 Law Library	8,200	-	8,200	6,022	2,178	73.4%	5,115
2610 Libraries And Museums Total	**1,434,597**	**63,078**	**1,497,675**	**1,024,700**	**467,098**	**68.8%**	**1,030,697**
2611 Museum System							
1150 Museum	469,134	13,600	482,734	322,283	159,736	66.9%	281,038
2611 Museum System Total	**469,134**	**13,600**	**482,734**	**322,283**	**159,736**	**66.9%**	**281,038**
2715 Community Development							
1200 Director-Comm Plan/Dev	312,567	5,685	318,252	202,675	115,577	63.7%	215,476
1201 Planning	335,376	5,682	341,058	231,674	109,384	67.9%	231,076
1202 Inspections	902,420	18,352	920,772	614,925	305,372	66.8%	584,110
1205 Zoning	249,023	6,524	255,547	189,126	66,421	74.0%	177,790
2715 Community Development Total	**1,799,386**	**36,243**	**1,835,629**	**1,238,400**	**596,754**	**67.5%**	**1,208,453**
2720 Office Of Economic Devel							
1300 Economic Development	461,599	6,516	468,115	347,746	120,369	74.3%	352,216
2720 Office Of Economic Devel Total	**461,599**	**6,516**	**468,115**	**347,746**	**120,369**	**74.3%**	**352,216**
5000 Nondept Employee Benefits							
1430 Non-allocated Emp Benefit	3,388,834	9,461	3,398,295	2,290,832	1,107,463	67.4%	2,588,142
5000 Nondept Employee Benefits Total	**3,388,834**	**9,461**	**3,398,295**	**2,290,832**	**1,107,463**	**67.4%**	**2,588,142**
5050 Non-Departmental							
1506 Water Oper Fund Payments	815,335	-	815,335	611,500	203,835	75.0%	653,872
1508 Stormwater Fee-City Bldgs	87,900	-	87,900	66,041	21,859	75.1%	65,257
1509 Stormwater Fee-School Bld	70,200	-	70,200	52,382	17,818	74.6%	52,272
1512 College Lake Dam Repairs	-	-	-	855,257	(938,516)	0.0%	-
1566 Managed Vacancy Program	-	-	-	-	-	0.0%	-
1567 Employee Choice Awards	16,089	-	16,089	9,715	6,374	60.4%	9,381
1568 Retirement Recognition	2,311	3,012	5,323	-	5,323	0.0%	-
1569 Take Your Kids to Work Dy	600	-	600	(500)	1,100	-83.3%	69
1570 Emp Appreciation Luncheon	3,000	953	3,953	1,083	2,870	27.4%	671
1573 Payment-Fleet Capital Chg	2,787,005	-	2,787,005	1,796,939	990,066	64.5%	1,726,851
1574 Health Management Program	15,000	-	15,000	27,172	(12,172)	181.1%	161,693
1575 Employee Committee Funds	8,000	6,559	14,559	150	14,409	1.0%	944
1576 Line of Duty Act	250,000	-	250,000	201,279	48,721	80.5%	190,875
1578 Poverty Intiative	50,000	91,108	141,108	12,401	128,707	8.8%	1,484
1579 Recruitment	15,000	-	15,000	332	14,668	2.2%	100
1580 International Festival	-	-	-	(625)	625	0.0%	(291)
1581 Workplace Safety & Wellness	50,000	-	50,000	30,755	19,245	61.5%	-
1637 City Cemetery Master Plan	132,438	-	132,438	132,438	-	100.0%	132,438
5050 Non-Departmental Total	**4,302,878**	**101,632**	**4,404,510**	**3,796,321**	**524,930**	**88.1%**	**2,995,615**
5060 Support Local/State Organ							
1702 V.P.I. Extension Service	39,890	-	39,890	19,796	(50)	100.1%	19,716
1705 Lynchburg Humane Society	351,697	-	351,697	351,697	-	100.0%	351,697
1707 Cent Va Area Agc On Aging	15,000	-	15,000	15,000	-	100.0%	15,000
1708 Horizon Behavioral Health	555,900	-	555,900	463,250	-	100.0%	342,992
1709 Cvcc Board & Related Oper	1,942	-	1,942	1,942	-	100.0%	1,922
1711 Cent Va Planning Dist Com	45,731	-	45,731	45,730	1	100.0%	45,238
1715 Greater Lynch. Transit Co	1,728,785	-	1,728,785	1,728,785	-	100.0%	1,775,805
1721 Blue Ridge Regional Jail	5,255,314	-	5,255,314	3,922,831	18,655	99.6%	4,396,403
1724 Legal Aid Society	11,699	-	11,699	11,699	-	100.0%	11,699
1739 Contrib- Amazement Square	200	-	200	-	200	0.0%	-
1743 Central Va Reg Radio Brd	720,173	-	720,173	720,173	(0)	100.0%	720,393
1747 The Virginian	168,250	-	168,250	-	168,250	0.0%	-
1748 Elizabeth's Early Learn Center	15,000	-	15,000	11,066	3,934	73.8%	-
5060 Support Local/State Organ Total	**8,909,581**	**-**	**8,909,581**	**7,291,968**	**190,990**	**97.9%**	**7,680,865**
7450 Debt Service							
5985 Refunded Debt Payments	-	-	-	-	-	0.0%	2,160,352
5990 Principal Bonds/BANS/LOC	10,653,977	(4,193)	10,649,784	6,502,598	4,147,186	61.1%	6,598,813
5994 Interest Bonds/BANS/LOC	7,388,184	4,193	7,392,377	4,973,288	2,419,089	67.3%	4,948,409
5996 Debt Issuance Costs	-	-	-	-	-	0.0%	242,652
5997 Debt - Misc. Charges	6,910	-	6,910	4,663	2,247	67.5%	1,678
7450 Debt Service Total	**18,049,071**	**-**	**18,049,071**	**11,480,550**	**6,568,521**	**63.6%**	**13,951,904**
7570 Other Financing Uses							
9710 Operating Transfers Out	6,125,251	1,579,027	7,704,278	6,080,882	1,623,396	78.9%	4,471,597
7570 Other Financing Uses Total	**6,125,251**	**1,579,027**	**7,704,278**	**6,080,882**	**1,623,396**	**78.9%**	**4,471,597**
Grand Total	**187,846,343**	**6,395,716**	**194,242,059**	**129,949,770**	**58,983,189**	**69.6%**	**131,324,813**

FINANCE COMMITTEE
Agenda Item Summary

MEETING DATE: **May 28, 2019**			AGENDA ITEM #.: **6**
CONSENT:	REGULAR: **X**	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: Local Sales and Use Tax, Consumer Utility Tax – Electric, Communications Sales and Use Tax, Meals Tax, and Lodging Tax. Since the last Finance Committee meeting, revenue information through March 2019 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, Chief Financial Officer, 455-3968

ATTACHMENT(S):
Comparison of Collections Budget to Actual FY 2018 – FY 2019

REVIEWED BY:

Comparison of Collections
Budget to Actual FY 2018 - FY 2019

	Actual FY 2015	Actual FY 2016	Actual FY 2017	Actual FY 2018	Adopted FY 2019	Actual FY 2019	Actual FY 2019 to Adopted FY 2019	Actual FY 2019 to Actual FY 2018
SALES & USE TAX								
ADOPTED FY 2019 BUDGET - $15,351,347								
JULY	$1,131,485	$1,207,589	$1,152,527	$1,134,520	$1,138,514	$1,361,089	$222,575	$226,569
AUGUST	1,299,763	1,198,772	1,267,330	1,248,275	1,252,669	1,287,868	35,199	39,593
SEPTEMBER	1,204,336	1,269,930	1,275,989	1,289,489	1,294,028	1,305,048	11,020	15,559
OCTOBER	1,185,608	1,231,666	1,253,143	1,210,820	1,215,082	1,304,503	89,421	93,683
NOVEMBER	1,241,898	1,227,636	1,254,548	1,348,270	1,353,016	1,370,625	17,609	22,355
DECEMBER	1,669,810	1,600,507	1,695,286	1,601,584	1,607,222	1,597,108	(10,114)	(4,476)
JANUARY	1,073,237	1,055,364	1,070,830	1,122,715	1,126,667	1,144,052	17,385	21,337
FEBRUARY	1,131,392	1,161,810	1,148,155	1,117,839	1,121,774	1,180,302	58,528	62,463
MARCH	1,282,807	1,323,375	1,409,096	1,361,602	1,366,395	1,412,888	46,493	51,286
TOTAL	**$11,220,336**	**$11,276,649**	**$11,526,904**	**$11,435,114**	**$11,475,368**	**$11,963,483**	**$488,115**	**$528,369**
CONSUMER UTILITY TAX - ELECTRIC								
ADOPTED FY 2019 BUDGET - $3,775,650								
JULY	$321,596	$332,876	$328,501	$335,326	$325,420	$343,448	$18,028	$8,122
AUGUST	305,012	333,953	355,434	327,959	318,270	332,393	14,123	4,434
SEPTEMBER	317,947	328,411	351,627	314,864	305,562	324,940	19,378	10,076
OCTOBER	273,264	281,514	294,038	297,177	288,398	318,779	30,381	21,602
NOVEMBER	273,353	270,434	274,145	284,069	275,677	282,758	7,081	(1,311)
DECEMBER	346,565	321,380	337,930	348,578	338,280	346,515	8,235	(2,063)
JANUARY	365,859	346,212	358,976	407,036	395,011	344,673	(50,338)	(62,363)
FEBRUARY	381,844	361,670	316,871	348,114	337,830	369,067	31,237	20,953
MARCH	339,965	312,928	304,309	313,399	304,140	309,674	5,534	(3,725)
TOTAL	**$2,925,405**	**$2,889,378**	**$2,921,831**	**$2,976,522**	**$2,888,588**	**$2,972,247**	**$83,659**	**($4,275)**
COMMUNICATIONS SALES & USE TAX								
ADOPTED FY 2019 BUDGET - $3,045,315								
JULY	$283,594	$276,750	$265,192	$255,279	$253,776	$249,150	(4,626)	($6,129)
AUGUST	281,957	270,038	269,212	263,011	253,776	239,664	(14,112)	(23,347)
SEPTEMBER	283,441	273,974	266,593	258,291	253,776	248,251	(5,525)	(10,040)
OCTOBER	287,702	277,686	274,702	273,952	253,776	244,684	(9,092)	(29,268)
NOVEMBER	279,441	271,470	270,909	259,546	253,776	240,685	(13,091)	(18,861)
DECEMBER	282,491	276,524	268,968	258,380	253,776	244,857	(8,919)	(13,523)
JANUARY	275,361	271,160	265,710	286,194	253,776	241,543	(12,233)	(44,651)
FEBRUARY	291,186	275,887	260,551	244,102	253,776	233,413	(20,363)	(10,689)
MARCH	285,971	282,470	271,925	257,969	253,776	246,383	(7,393)	(11,586)
TOTAL	**$2,551,144**	**$2,475,959**	**$2,413,762**	**$2,356,724**	**$2,283,986**	**$2,188,630**	**($95,356)**	**($168,094)**

Comparison of Collections
Budget to Actual FY 2018 - FY 2019

MEALS TAX
ADOPTED FY 2019 BUDGET - $14,932,800

	Actual Collected FY 2016 [2]	Actual Collected FY 2017 [2]	Actual Collected FY 2018 [2]	Adopted FY 2019	Actual Assessed FY 2019	Actual Assessed FY 2019 to Adopted FY 2019	Actual Collected FY 2019 [2]	Actual Collected FY 2019 to Adopted FY 2019	Actual Collected FY 2019 to Assessed FY 2019
JULY [1]	$1,046,770	$1,088,474	$1,109,545	$1,169,904	$1,175,950	$6,046	$1,157,381	($12,523)	($18,569)
AUGUST	1,213,559	1,098,748	1,140,836	1,177,711	1,251,404	73,693	1,208,215	30,504	(43,189)
SEPTEMBER	1,167,356	1,243,540	1,295,882	1,250,626	1,266,118	15,492	1,301,166	50,540	35,048
OCTOBER	1,152,017	996,549	1,249,486	1,313,873	1,325,734	11,861	1,321,368	7,495	(4,366)
NOVEMBER	1,156,651	1,382,308	1,170,367	1,186,761	1,201,826	15,065	1,178,554	(8,207)	(23,272)
DECEMBER	1,224,108	1,238,056	1,261,816	1,306,726	1,256,651	(50,075)	1,265,209	(41,517)	8,558
JANUARY	908,712	1,112,427	1,088,584	1,106,796	1,154,191	47,395	1,146,583	39,787	(7,608)
FEBRUARY	1,154,457	1,165,660	1,197,425	1,195,663	1,209,144	13,481	1,197,647	1,984	(11,497)
MARCH	1,393,915	1,303,383	1,339,823	1,362,580	1,393,087	30,507	1,372,343	9,763	(20,744)
TOTAL	**$10,417,545**	**$10,629,145**	**$10,853,764**	**$11,070,640**	**$11,234,105**	**$163,465**	**$11,148,466**	**$77,826**	**($85,639)**

LODGING TAX
ADOPTED FY 2019 BUDGET - $2,700,000

	Actual Collected FY 2016 [2]	Actual Collected FY 2017 [2]	Actual Collected FY 2018 [2]	Adopted FY 2019	Actual Assessed FY 2019	Actual Assessed FY 2019 to Adopted FY 2019	Actual Collected FY 2019 [2]	Actual Collected FY 2019 to Adopted FY 2019	Actual Collected FY 2019 to Assessed FY 2019
JULY [1]	$180,808	$207,361	$248,422	$256,064	$292,053	$35,989	$291,530	$35,466	($523)
AUGUST	202,217	167,929	224,761	230,006	266,118	36,112	266,637	36,631	519
SEPTEMBER	206,009	215,545	222,577	228,214	241,823	13,609	242,417	14,203	594
OCTOBER	160,131	214,418	245,408	252,305	303,525	51,220	293,555	41,250	(9,970)
NOVEMBER	177,048	222,988	206,772	213,412	203,885	(9,527)	203,731	(9,681)	(154)
DECEMBER	130,150	150,743	144,969	148,898	146,504	(2,394)	145,951	(2,947)	(553)
JANUARY	109,217	116,370	178,239	182,226	197,027	14,801	197,294	15,068	267
FEBRUARY	140,716	154,651	167,362	172,553	225,279	52,726	194,605	22,052	(30,674)
MARCH	222,261	192,388	225,836	242,390	234,221	(8,169)	261,044	18,654	26,823
TOTAL	**$1,528,557**	**$1,642,393**	**$1,864,346**	**$1,926,069**	**$2,110,435**	**$184,366**	**$2,096,764**	**$170,695**	**($13,671)**

[1] 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.

[2] Meals and Lodging Tax data includes columns titled "Actual Collected ." The amounts in these columns include all revenue received per month regardless of whether the payment is current or delinquent.

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **May 28, 2019** AGENDA ITEM #: **1**

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

ITEM TITLE: Proposed Charter - Task Force on the Future of Education in the City of Lynchburg: PreK-12 and Beyond

KEY ELEMENTS:
__Economic Development _X_Excellent Government __Natural and Built Environment __Safe Community _X_Vibrant Community

RECOMMENDATION: Approve the attached Charter for the Task Force on the Future of Education in the City of Lynchburg: PreK-12 and Beyond.

SUMMARY: Over the course of the last two decades, the City of Lynchburg and the Lynchburg City Schools have engaged in two major Task Forces designed to study major issues related to public education in our City. Twenty years ago, a Task Force convened to study the condition of School facilities, ultimately leading to the development of a capital improvement plan that resulted in the renovation of several schools. In 2011, a Task Force specifically designed to study the future of Heritage High School was formed resulting in the construction of a new high school. Both of these Task Forces were comprised of community members from throughout the City with diverse backgrounds and experiences and both led to substantial improvements in the facilities available for public education in the City.

Through the development of the FY 2020-FY 2024 Capital Improvement Plan, it became apparent that it is now time for the creation of a Task Force to study the future of education in the City with a particular focus on School facilities. The City-School Leadership Team recommends a broader view when defining the future of education in the City, coupled with the development of a consistent vision for how education contributes to the long-term success of the community. While studying physical school facilities is a vitally important component of this process, it is important that any discussion of capital projects includes a discussion of Enrollment Trends and Demographics; Operations, Facilities, and Consolidation; Leading Practices in Urban Education; Programming and Collaboration Opportunities; and Finance. The Charter proposes the creation of five subcommittees to focus on these broader components that influence School facilities.

It is proposed that each subcommittee will study the present conditions of the school system from their own perspective and will provide recommendations to the Task Force for inclusion in a final report and joint presentation to City Council and the School Board. While the Task Force has the responsibility of making thoughtful, financially feasible, and impactful recommendations, the School Board maintains the responsibility and authority to make strategic, programmatic, and financial decisions for the school system and City Council maintains the sole authority in funding decisions.

PRIOR ACTION(S):
April 24, 2019: City-School Leadership Team Meeting
May 8, 2019: City-School Leadership Team Meeting

FISCAL IMPACT: The financial impact of the recommendations created by the Task Force will be evaluated upon the completion and adoption of the final report. Additionally, subcommittee work may require the engagement of outside experts to assist with a variety of analyses.

CONTACT(S): Bonnie Svrcek, City Manager – 455-3990
Reid A. Wodicka, Deputy City Manager – 455-3990

ATTACHMENT(S): Draft Charter for the Task Force on the Future of Education in the City of Lynchburg: PreK-12 and Beyond

REVIEWED BY: bms

068R

Draft: May 13, 2019

Task Force on the Future of Education in the City of Lynchburg: PreK-12 and Beyond

CHARTER

Mission

The Task Force shall gather information, engage the public in conversation, conduct thorough analysis, and forward actionable recommendations to the School Board with the goal of aligning future educational programming, operational strategies, and capital improvement decisions of the Lynchburg City Schools with the long-term success of the City and community. This will be accomplished through thoughtful consideration of the community's changing educational environment, national leading practices in urban education, and a focus on leveraging all available resources of the City and community as we prepare the next generations to be contributing and thriving members of our community.

Values

The final work product of the Task Force should have the following characteristics:

1. Final recommendations are visionary, inclusive, focused on building a strong community, and represent a holistic and strategic reset towards the long-term strength of our community.
2. Analyses of present conditions are rigorously data-driven, considering both qualitative and quantitative information.
3. Recommended interventions are evidence-based, designed to address concerns identified during present conditions analyses, and be inclusive of established City and School System strategic plans; recommendations represent steps along a clear path to where the City and Schools system are headed together.
4. Includes a purposeful discussion of how all City functions contribute to public education in Lynchburg and how public education substantively and strategically contributes to the long-term strength of the family, the neighborhood, the community, and the economy.
5. Final recommendations consciously address the financial realities of the City and the community's ability to pay; interventions are feasible and actionable; recommendations include an analysis of costs and benefits to the community.

Scope of Activity and Responsibility

The Task Force will study a variety of issues facing the educational environment in the City. In doing so, it will create subcommittees that will carry out the effort of gathering information and analyzing data balanced with practical day to day experiences of educators and students in the classroom to create recommendations for future directions. Subcommittee work will be synthesized into a final report for consideration by the School Board and, ultimately, City Council.

The Task Force has no final authority to make final decisions, but rather is designed to facilitate the effort of identifying options, clarifying implications of various options, and analyzing the impact of possible future courses of action. The Lynchburg City School Board maintains the sole authority to make strategic, programmatic, and financial decisions for the school system. The Lynchburg City Council serves as the sole authority to make funding decisions based on the School Board's recommendations.

Task Force leadership will make periodic reports to joint City Council and School Board meetings to keep those bodies apprised of its progress. The Task Force and its subcommittees may engage content experts on specific issues and engage in community dialogue as it deems appropriate to this effort.

Composition and Membership

Organization and Leadership
The Task Force's Steering Committee will consist of two members of City Council and two members of the School Board. Once the Task Force is formed, the Steering Committee members will continue as members of the Task Force. Additionally, the Steering Committee chairperson and vice chairperson, as appointed by City Council and the School Board, will continue in those positions with the Task Force. All members of the Task Force have equal input into the conclusions and recommendations of the Task Force. The chairperson and vice chairperson will have organizational duties, but will have no additional authority on the Task Force.

Task Force
The Task Force will be composed of fourteen total members including the Steering Committee. In addition to the four Steering Committee members, ten members will be selected by the Steering Committee with input from the City Council and the School Board. The Steering Committee will appoint the subcommittee chairs and alternates.

Subcommittees
The initial subcommittees will include and have the following initial study objectives:

1. **Enrollment Trends and Demographics –** will study trends related to socioeconomic characteristics, educational and support needs, and other school, home, and community factors that affect the school system's strategic and programmatic decisions. This subcommittee is tasked with providing empirical information to other subcommittees to inform their recommendations.
2. **Operations, Facilities, and Consolidation –** will study the present conditions, capacity, and longevity of school buildings, evaluate opportunities to streamline support functions, evaluate the opportunity to consolidate existing facilities where appropriate, and explore options to build new school facilities that support educational programs. This committee is tasked with considering how operations and facilities will support the long-term strategies identified by other subcommittees.
3. **Leading Practices in Urban Education –** will study emerging trends in urban education and identify opportunities for Lynchburg to expand and enhance current practice and to

take advantage of successes of other school systems. This subcommittee will help inform other subcommittees as to strategies that may assist with challenges that our educational environment faces.

4. **Programming and Collaboration Opportunities** – will study strengths and opportunities in the school system's programmatic structure in the areas of academic opportunities, athletics, arts, vocational training, and other areas that are necessary. Additionally, this subcommittee will identify opportunities for collaboration with City departments and outside partners to enhance the programmatic offerings and, ultimately, outcomes for children who attend Lynchburg City Schools. This subcommittee is tasked with considering future programmatic opportunities and informing other subcommittees on the programmatic needs for their own considerations.
5. **Finance –** will study the school system's financial structure and long-range financial sustainability. Additionally, this subcommittee will be responsible for studying opportunities for the alignment of the School System's and the City's budget process and exploring opportunities for continued and future financial investment in the Lynchburg City Schools. This subcommittee will be responsible for informing other subcommittees on the financial feasibility of various initiatives proposed by those subcommittees.

Each subcommittee will be responsible for analyzing issues presented to it by the Task Force from its particular lens. Subcommittees are free to share information and engage in dialogue as their work progresses. The Task Force will work with the subcommittee chairpersons to recruit subcommittee members. Subcommittee chairpersons may organize their subcommittees as they see fit, convene meetings at their own discretion, and work with content experts as necessary. Any request for funding must be made of the Task Force which will then forward the request to the appropriate staff members or governing body.

Work Product

The Task Force will conduct an analysis of the educational and community strengths and challenges Lynchburg faces and will provide a discussion of the alternatives, including the benefits and detriments of all reasonable courses of action. The Task Force has the ability to make recommendations to the School Board and City Council and its final report should outline appropriate options for the variety of issues studied by the subcommittees.

The completed analysis that is generated by the Task Force will consider the needs of the Lynchburg City Schools and available options and their impact throughout the entire Lynchburg community.

Intended Schedule

The Task Force will convene its subcommittees in July 2019, collect data and input from the subcommittees by late fall or early winter of 2019, and generate its report by Spring 2020. The final work product should be presented to the School Board in sufficient time for the School Board to consider its options and make a recommendation to City Council by Summer 2020 for consideration in the Fiscal Year 2022 Budget and beyond. While this is the intended schedule, departure from the delineated timeline may become necessary if the scope of effort or complexity of information changes.

Draft: May 13, 2019

Staff Support
The Task Force will rely upon appropriate staff support from both the City Manager's Office and Lynchburg City Schools.

// A Special Meeting of the Council of the City of Lynchburg was held on the 7th day of May, 2019 at 4:00 P.M. in the Council Chamber, City Hall, Treney Tweedy, President, presiding. The following Members were present:

Present: MaryJane Dolan, Jeff Helgeson, J. Randy Nelson, E. J. Turner Perrow, Sterling A. Wilder, Beau Wright, Treney Tweedy	7
Absent:	0

// In the matter of Finance – Budget, Ms. Bonnie Svrcek commented that Council is tasked with balancing the budget so they can get a budget resolution written for their consideration at their May 14, 2019 meeting. The first reading is scheduled for May 14, 2019 and the second reading is scheduled for May 28, 2019. At the conclusion of its April 23, 2019 meeting, Council had finished through Item 12 on "the list." Ms. Svrcek placed two items at their table. One is regarding Item #14 regarding General Development Support and Item #16 regarding the use of fund balance. Chief Financial Officer Donna Witt had a prior engagement and has written a memorandum regarding her thoughts on the use of that fund balance.

//In the matter of GLTC Return of Fund Balance reserve used to meet 5% reduction ($86,439): Councilmember Helgeson called Mr. Brian Booth to come forward to explain this item.

Mr. Booth indicated they were using that return of funds to make up the difference for the 5% reduction from the City's contribution. When it was requested, it was uncertain as to the state funding levels. Councilmember Helgeson commented that he is glad to discover that the busses can get under the Florida Avenue bridge and there may be a need to discuss this later. If they get this money, they can expand routes; if they do not receive this money, they will have to shrink routes. Ms. Svrcek commented that as a member of the GLTC board, when the budget was discussed and route changes were made, rather than reduce service, it was Ms. Svrcek's recommendation that we use the Fund Balance on a one-time basis. Vice-Mayor Dolan asked for clarification that this request is so they do not have to reduce current service; Ms. Svrcek said that is correct. A motion was made by Councilmember Wilder to keep the $86,439 in the Fund Balance. The motion was seconded by Councilmember Wright and passed by the following vote:

Ayes: Dolan, Helgeson, Nelson, Perrow, Wilder, Wright, Tweedy	7
Noes:	0

// In the matter of the Capital Improvement Plan FY2020 Pay-As-You-Go an amount of $250,000 for General Development Support: Councilmember's Wright concern is that $250,000 is not enough for Economic Development to fully realize the Five-Year Economic Blueprint for the City. He understands why they may not be able to add to these funds but to withdraw these funds would hamper our economic activity. Councilmember Helgeson said he can appreciate what Economic Development does and how they get jobs into the City but his concern was with the recent failed loan for Grassroots. It was given a loan of $180,000 and went out of business in six months. He asked for clarification that this money was not used for that loan and was told that is correct. He would like them to learn from that mistake and not do it again. We gave them a loan when two banks had turned them down; he really hopes they get this money back. Councilmember Wilder supports leaving the amount as it is; he knows it is a tight budget year. He supports the Economic Development Authority (EDA) in the work they are doing. He knows the Grassroots situation was a challenging situation. He thinks that as a Council they need to support efforts that address "food deserts." We as a council need to trust the EDA committee that makes the decisions or if we are not comfortable with the people on the EDA committee, then we need to recommend certain persons for that committee. Councilmember Perrow feels that Economic Development is an investment in jobs and our future and what sort of return we can get in time in our economy. He does not think that improvements in the social welfare of the community are necessarily the same as economic development. He thinks economic development should be focused on bringing jobs into our community. Another "pot" would be more suitable to address "food deserts," in his opinion. Not every investment is going to pay off but we better have more winners than we have losers. The track record of the EDA and its partners has been successful. Councilmember Perrow made a motion to keep this item in the budget. The motion was seconded by Councilmember Wright. Councilmember Wilder indicated that there are two focus areas here, addressing all the issues in the community but also addressing all the residential areas that have moved into our downtown area. It is an economic driver because we need a store downtown for all our downtown residents. The motion passed by the following vote:

Ayes: Dolan, Helgeson, Nelson, Perrow, Wilder, Wright, Tweedy	7
Noes:	0

// In the matter of Parking Management: Councilmember Helgeson commented we charge our citizens fees and taxes and we spend it. He is questioning if we should keep changing things or go back to where people park where they want because we are taking in $500,000 and spending $500,000, so what did we really do? Vice Mayor Dolan remarked that the parking fees help support the maintenance of the parking lots for which we are responsible. It would be prudent to have something in place before disassembling the Parking Authority. The Parking Authority has formed a task force to work on a comprehensive work plan to incorporate the earlier Carl Walker study recommendations from 2007. Much of that plan is still relevant today and she thinks we need to support what the Parking Authority is doing. Vice Mayor Dolan made a motion to keep this item in the budget. The motion was seconded by Councilmember Wilder. Councilmember Wilder said he cannot fathom not having a Parking Authority and we have to trust that process. The motion passed by the following vote:

Ayes: Dolan, Helgeson, Nelson, Perrow, Wilder, Wright, Tweedy	7
Noes:	0

// In the matter of Revenue Use of Fund Balance ($394,128) Use of one half of the funding above the 10% fund balance policy: Councilmember Perrow clarified that is was staff recommendation (#5) to do this; he thinks it is early to do this. Our policy is 10% but if we are trying to get AAA bond rating, we want to be greater than 10%. He would rather assume that money was not there so we can protect that fund balance. Councilmember Helgeson agreed and said it was the Chief Financial Officer's recommendation last year that we increase our fund balance over the 10% in case there is a "rainy day." Creekside Trail is devastated because of the tornado. We were going to leave $2 million in the reserve last year but Council chose to spend it. The third quarter expenditures took almost all of the reserve for contingencies. He thinks if they keep it in there, we will appreciate it next year. Councilmember Perrow said if they keep it, next year it will come off as pay as you go money. Councilmember Helgeson said we have a ways to go towards the 15% fund balance for AAA bond rating but the more we strive for it, we are better off and it becomes pay as you go money as pointed out by Councilmember Perrow. Councilmember Perrow made a motion to restore the $394,128. Councilmember Wright seconded the motion. Councilmember Wilder thought that money was earmarked for schools and Councilmember Perrow commented it was a staff adjustment before it was discussed. For further clarification, if this is done, there will be a gap of $853,000. The motion failed by the following vote:

Ayes: Helgeson, Nelson, Perrow	3
Noes: Dolan, Tweedy, Wilder, Wright	4

Councilmember Wright made a motion to keep the staff recommendation in the budget as stated in Item #5. Vice Mayor Dolan seconded the motion. Councilmember Wright said it is Council's policy to keep a reserve of 10% and this budget does that. Creditors will not be impressed by an additional 0.4% or an additional 0.2%. If we think it is important to increase the fund balance above 10%, then we should make that change to policy. But until then, when we have legitimate needs in the community, as we do now, then we should be leveraging the remainder to do as much good as we can for the most people. Vice Mayor indicated he said that very concisely. Mayor Tweedy asked Ms. Svrcek if the money pulled out last year was for the market study adjustments and the salaries. Ms. Svrcek said that is correct. Councilmember Perrow said you have to start somewhere. Why raid it next year when you can raid it now? We need to start bolstering that number. Councilmember Helgeson said there are plenty of other needs. This could be a one-time utilization for a one-time fix of the Creekside Trail as opposed to taking money for an ongoing school system in spite of a declining enrollment. We did a tax increase on our citizens of $3.4 million. It is not a good fiscal policy to spend it today so he will be voting against it. Councilmember Wilder asked if there was a tax increase. Ms. Svrcek said that because of reassessments, the tax base increased. There was no increase in the tax rate. Mayor Tweedy clarified that Council did not choose to equalize the tax rate. Councilmember Helgeson clarified that we did not increase the tax rate but citizens wrote checks to the City of Lynchburg to the tune of $3.4 million more. Mayor Tweedy clarified that the equalization opportunity was that we could have equalized the rate from $1.11 to $1.05 and Council decided to maintain the tax rate which raised the tax assessment on the properties. Councilmember Perrow noted that his taxes went up $300 this year. The motion to retain the $394,128 in the budget passed:

Ayes: Dolan, Wilder, Wright, Tweedy	4
Noes: Helgeson, Nelson, Perrow	3

//In the matter of the Clerk of Council, Ms. Svrcek welcomed Ms. Robin Craig to her first Council meeting. She was appointed as Clerk of Council on April 9, 2019.

// In the matter of Museums to restore funding to keep both museums open seven days a week ($11,776): Councilmember Wright stated museums tell our story not just to visitors but to ourselves and he thinks they should be telling that story seven days a week. After changing signage and promotional materials, as well as accounting for the loss of sales in the gift shops, there will be a net gain to the City of $4,000. He is not even accounting for the loss in tourism dollars. He made a motion to keep this money in the budget. The motion was seconded by Vice Mayor Dolan. She remarked that there is just not enough of a gain to offset supporting the programs. She will be supporting the motion because she feels it is our civic and social responsibility to support one of the City's gems. Councilmember Perrow noted this suggested cut was predicated by the City Manager's request for all departments to cut 5% from their budget. The amount is not large in comparison to the entire City's budget and it is certainly Council's prerogative to put the money back. It is an insignificant amount to the City's budget but a very significant amount for the museum system. The motion passed by the following vote:

Ayes:	Dolan, Helgeson, Nelson, Perrow, Wilder, Wright, Tweedy	7
Noes:		0

// In the matter of Councilmember Wright's proposal to fund the schools, ($72,368 Deputy Clerk of Council full-time position (Use of $52,368 leaving $20,000),Capital Improvement Plan FY 2020 Pay-As-You-Go ($50,000 Miller Park Aviary Site Improvements) and Revenue Use of Fund Balance (Use of the remaining one half of funding above the 10% fund) balance policy ($394,128). Councilmember Wright asked Ms. Svrcek if the reserve of $20,000 is sufficient and she indicated yes. He mentioned the aviary was just given a major overhaul so he thinks they can reasonably postpone any more improvements. Then he proposes to use what is needed from the $394,128 to balance the budget. He made that as a motion and it was seconded by Councilmember Wilder. Councilmember Perrow asked if the $50,000 is some of the Pay-as-You Go transfer money from the general fund. Ms. Svrcek indicated yes. He asked if it is reoccurring money or one-time money. Ms. Svrcek stated it is reoccurring money from FY2020 (page 217 of the budget.) Councilmember Perrow has already expressed his dissatisfaction with taking the first $394,128. He does not have words to express his disappointment in raiding the rest of it. This would be meeting the bare minimum of our budgeting principles, which is not good enough. He is open to striking the Deputy Clerk of Council position but he would rather wait to see how the office is working with all the recent changes. He thinks this should be a midyear adjustment. Councilmember Helgeson stated we are increasing our school budget when we have a declining school population. We are losing 2.3% in enrollment and going up $1.6 million more than required. The declining numbers are there throughout the City Manager's proposal, the budget message and in the component units. We have seen the decline in enrollment and the decline in our required local effort, but yet we are going to raid everything we can and spend more money. Later we will be trying to figure out how to pay for things like the Creekside Trail, firefighters, EMS, police and the dam. He would like them to save some in reserve and focus on spending that is needed for all. Councilmember Wright agrees that reserves are responsible. He welcomes a discussion about changing our policy regarding the fund balance. He thinks this is a worthy investment for this community. Councilmember Helgeson pointed out that we are spending $14,300 per child per year, more than double the private schools. We have 1,600 school employees, which is the highest number we have ever had. We have 7,742 children, which is the lowest number we have ever had. He has a major problem with spending this money when there are other needs in the City. Councilmember Wright and Mayor Tweedy commented that we have had the schools discussion already. She would encourage the public to watch the other budget sessions as well as the superintendent's presentation. Councilmember Nelson noted that his wife is a principal in the Lynchburg City Schools. The Commonwealth and City attorneys have advised him that does not constitute a legal conflict of interest and he stated he can vote on this without bias. The motion passed by the following vote:

Ayes:	Dolan, Wilder, Wright, Tweedy	4
Noes:	Helgeson, Nelson, Perrow	3

Ms. Svrcek indicated this balances the operating side of the budget, which is a big hurdle. Councilmember Perrow asked what the fund balance will be carried over to next year.
Ms. Starlette Early indicated we used $368,337 of the second $394,128. Councilmember Perrow clarified we will have the 10% plus $25,791.

//In the matter of Transportation FY 2020 ($4,132,174) Florida Avenue Sidewalk $2,066,087 State: Revenue Sharing; $2,066,087 Local: Line of Credit; TOTAL PROJECT COST: $9,925,174: Deputy City Manager Wodicka had a presentation prepared to answer Council's questions as well as questions that have come from the community. The first phase of the project will be paid for with half of the money coming from revenue sharing. They would apply for funds for the second phase of the project and hope to receive revenue sharing funds for it as well.

There has been understandable confusion because of an inadvertent inclusion of Phase 2 in the future projects sheet. He apologized for that mistake and indicated it will be revised. He pointed out that the projects in the future projects list were not included in the financial projections they presented a couple of months ago. They are included and have to be shown in the Capital Improvement Program so that we can apply for various funding sources.

Phase I of the project is for design, right-of-way acquisition, utility relocation, etc. Phase 2 is the actual construction of the entire project. Phase 1 will last approximately two to three years. Hopefully, we will apply for revenue sharing funds in FY2024. He cannot speak to exactly how long construction will take as the project has not been designed yet. It will be a complicated project because of the topography and the train trestle. Councilmember Helgeson asked for some kind of timeline and Dr. Wodicka said he would not be surprised if the total project takes ten years to complete. Dr. Wodicka explained that the City does not at present employ a standard objective evaluation tool for capital projects. There are often rating scores for various funding programs but no City rating. Staff has been working to develop a system to evaluate transportation projects with a variety of factors but it has not been implemented. Staff is continuing to discuss process improvement for CIP implementation. City projects are programmed for a variety of reasons: staff identification of physical problems or concerns (regulatory, safety or upkeep); elected official requests and public expression of concerns. With the Florida Avenue project, staff, elected officials and the public have all expressed concern. Dr. Wodicka went over a timeline of the project discussion since it was first identified by the Physical Development Committee (PDC) in 2017. This project was first introduced into the CIP in 2018. It was at a much lower appropriation than the next year's CIP, likely because the Revenue Sharing application process requires a much more robust analysis of project costs. The project was included in the CIP for FY2019 at similar levels to what is included in the FY2020 budget.

Virginia Department of Transportation (VDOT) Revenue Sharing is a program that partners with localities. It provides funding for use by a local government to improve the highway system. Each locality has a maximum amount of state funds for which it can apply. Allocation of funds is approved by the Commonwealth Transportation Board. The program can pay for up to half of eligible transportation projects within the statutory funding limit up to $10 million per project. Dr. Wodicka commented that there was a question as to whether or not the railroad would pay for a portion of this project. Generally speaking, the railroad only pays for projects that would benefit it and it would be hard to make that argument here. With regard to the Highway Safety Improvement Program Rail Funds, the road has to cross the railroad not the railroad cross the road, which makes this project ineligible.

Dr. Wodicka noted that it is true that there are no official pedestrian counts in the area and limited traffic accident experience. Many residents in the area have expressed the need for the sidewalk. Staff members are aware of City Council members from Ward 2 requesting this project for upwards of 17 years. Construction of sidewalks in underserved areas is also a hallmark of the *Comprehensive Plan.* A desire for walkability is also a component of the *Comprehensive Plan.* Florida Avenue serves as an important gateway to downtown. It is also one of three sidewalk connectivity gaps on an arterial street close to downtown, along with Hollins Mill Road and part of Kemper Street. He had a map illustrating the sidewalk network around the downtown area which demonstrated the gaps.

With regard to data in the area, there are 1,004 residential units within 0.25 miles of Florida Avenue. Local businesses in the area are KDC, the Guggenheimer Home and the Juvenile Group Home and Detention Center.

There was a question raised about adding a bus route in the area. This would have a yearly cost of $205,000. Another alternative would be to add an on demand service, which would have a yearly cost of $75,000. We tried this with the Main Street Bridge closure, and people were still crossing the expressway. That is likely because you are asking people to change their routine and preplan trips. Dr. Wodicka showed Council some photographs of the area to illustrate the need for sidewalk in the area and some of the challenges and safety concerns.

Councilmember Helgeson thinks the more you unpack this project, the worse it gets. It will be six to ten years before people can walk on it. They had been told by City staff that busses cannot get under the train trestle. Mr. Booth from GLTC verified for him that they in fact can get under it. He noted that this project will cost $10 million to build 0.7 of a mile of sidewalk. He is also wondering how people will navigate from one side of the street to the other because it is not likely that this sidewalk can stay on one side of the road. He thinks this plan makes it more dangerous for the citizens. He thinks the solution is to spend a lesser amount for bus service and we can check its utilization. He was disappointed that we did not have pedestrian counts and that the money was reported incorrectly in the budget. Times are tight and we have to tighten up and we also had to raise taxes. Councilmember Helgeson also noted that although the numbers may be the same this year and last year, the federal money is gone. He asked Dr. Wodicka if the 76% local match number is wrong. Dr. Wodicka indicated that the FY2024 number assumes (because we have not been awarded any Revenue Sharing monies) that all the money would be City money. If we are awarded Revenue Sharing monies, that number would be cut by about half. Dr. Wodicka explained that we did not receive money from the Transportation Alternatives Program for this year but we will certainly continue to apply for it.

Councilmember Wright wanted to ask Councilmember Helgeson what he meant by this project would make it less safe for pedestrians. The argument that it is less safe to put a sidewalk where there is currently no sidewalk is laughable. We can disagree about the merits and prioritization of the project but he objects to that kind of argument. Councilmember Helgeson said he would repeat it for those of us that were not at the head of the class. Councilmember Helgeson thinks it will be unsafe because pedestrians will have to cross the road and there are not likely to be crosswalks. He said it could be less safe and it could be solved by having a bus route. Councilmember Wright thought it was poor decorum to refer to him as not at the head of his class. Councilmember Helgeson said he was referring to himself when he made that statement.

Vice Mayor Dolan noted that we have split sidewalks all over the City. She walks on them on Boonsboro Road because she likes to walk and she has to cross the street in several places.

Councilmember Wilder noted that the project has not been designed yet. He also noted that this plan has been in existence for several years and he supports it. Even though it may take ten years to complete it, the citizens have been waiting 17 years for it to come to pass. For the three years they have been discussing this in PDC, no one has objected to it or said it is not a cost effective project. He commented that everyone comes to Council with their own lens. He asks himself why this project is so controversial and why it has been pitted against another group in terms of which is more deserving. No one has talked about other CIP projects that they have yet to discuss tonight. His lens has to question the motive of it. Councilmember Wilder remarked that when the group home was built, based on City policy, a sidewalk should have built at that time. Half of the project would have been done if Council had followed its own City policy. He believes in being fiscally responsible and watching the citizens' money. He wants to live in a community that people want to come to and sometimes you have to spend money to do that. In his three years on City Council, he has never received so many emails about an issue. He was upset by one particular email in which the person said he was completely disgusted with him for his lack of concern for the men that sacrify their lives. He stands with the budget and with this project and will be supporting it.

Councilmember Nelson would like to know before spending almost $10 million who will benefit and how they will benefit. If there is a commercial interest that will benefit from this project, perhaps we could have new public/private collaboration with those businesses that need their employees to get to work safely. Let's assume the metrics justify the project. He is very familiar with the road and well aware of its circumstances. It is not a good place to be walking on the shoulder of the road. At the bottom of Florida Avenue, there is no shoulder. When you go through the underpass, you are captured for your decision to go through it. There is also a blind curve on the southeast side. It is about forty feet to get through the underpass and it is a tremendously vulnerable point. His concern is should they build a sidewalk that implies to people that when they get to the bottom of the hill, it is going to be safe. The modifications to the trestle will be toward the end of construction. He would be in favor of this if the modifications to the trestle were on the first phase. He would like a shuttle service implemented immediately so that people will not have to walk through that underpass. He would like to see sidewalk on Florida Avenue so his clients and constituents will be safe. To address Councilmember Wright's argument about how could installing sidewalk be less safe, it may actually be less safe if you falsely induce someone into doing something they should not be doing but they have no alternative. He does not want to increase the volume of people that will go through that underpass because now there is a sidewalk to it before the train trestle modifications are made.

Councilmember Perrow commented that he appreciates the lens that Councilmember Wilder brings to Council and he very much appreciates his perspective. Councilmember Perrow wanted to clarify that it was not City Council that made the decision not to put the sidewalk in when the group home was built. It was the decision of the previous City Manager. He believes that was a bad decision and believes we should follow our own policies or we should not have them. Councilmember Perrow mentioned the October 10, 2017 meeting where Council approved the grant application. The grant application was for $1.7 million. He would like a sidewalk and for $1.7 million, he would probably do it. Councilmember Perrow would like some clarification as to what is being done with the railroad trestle. City Engineer Lee Newland was available to answer that question. He said the proposal is to rebuild the trestle. It is a concept right now but they want to put the truss above the trestle so all the pylons will not be below it and that should allow them to open up the area for walking. One of the trestles is not being used and that one will be removed, if the railroad will allow it. The estimate for both those items is about $2 million. Councilmember Perrow asked if there had been any consideration for a bridge. Dr. Wodicka said not at this point. He asked about rerouting the road and Dr. Wodicka said that has not been considered either. Councilmember Perrow asked if alternatives such as ride sharing had been discussed. Dr. Wodicka reminded them of the two alternatives he had mentioned in his presentation, a new bus route and on demand bus service. Councilmember Perrow noted there could be a number of alternative solutions. He asked if Smart Scale has been considered. Mr. Newland indicated that we have been using Smart Scale for the 501/221 exchange. Other smaller projects were put in there as well. This year we were awarded $6 million for a roundabout on Vassar Street and $485,000 for intersection improvements at Bedford Avenue and Rivermont Avenue. Councilmember Perrow noted we are begging and pleading to move those projects into the 501/221 split pair project because that is our number one priority. He asked if that was about a $12 million funding gap. Ms. Svrcek said it was around $10 million. He has a problem with rebuilding a bridge for a company that made $720 million in profit last year. He thinks there are a lot of questions that we do not have answers to and he would like to have a preliminary engineering report. He would like to see who will be using the sidewalk and where would they be going. He would like to explore solutions to getting someone from point A to point B. The sidewalk is the answer before we ask the right questions. Councilmember Perrow asked if he can make a motion to develop the preliminary engineering report and delay funding for a year. Mayor Tweedy indicated she had some comments and Councilmember Perrow deferred to her to make those comments before he made a motion.

She said she will not make all her comments because she does not want to cloud even further what has already been clouded. She said they are talking as if a death has not occurred. However, Frankie Moody, a hit and run accident victim, occurred September 28, 1991. She believes it happened between James Crossing and Augusta Street. She knows the community has that on their mind regarding this conversation. She is saddened that they have come to this point and are discussing taking money out of the budget that was already in it and proposing to give some of it to the Lynchburg Fire Department in order to meet their late request. She has said numerous times during this budget process that she does not want to pit department against department or one service against another. Here we are deeply divided over public safety personnel versus a public safety project. Councilmembers have asked "where are they going?" Does it matter where they are going? Do we ask this question when we are discussing other infrastructure projects in other parts of the city? To better understand the investment of infrastructure dollars in our city as well as how we do cost sharing throughout the city from local and VDOT funds, she had costs compiled from numerous projects. The total of the projects was $45,335,718. Of that $13,353,243 were local dollars and $31,982,475 were VDOT Revenue Sharing dollars. She has heard numerous times that we did not always have a protocol regarding the number of pedestrians when we approved these projects and their associated costs. She is honored and thrilled that through this discussion, we have come to some general understanding that we have safety needs throughout the City. On our main corridors, we spend money and she pointed out that what we invest in, we make better. She thinks we can see that from all the projects she presented to them that have been completed. She thinks they should do this project because it is the right thing to do and it should be done with other projects that have been mentioned today and not in place of it or not in lieu of it. She is disheartened that for a number of years they have been told that a bus could not get under the trestle. She appreciates Mr. Booth doing the research to right that misconception.

She concluded by saying that we are making a new history in Lynchburg, a history that is inclusive and fair and equitable across neighborhoods, the City and needs. She mentioned that the Deputy City Manager, the Fire Chief and others will be meeting to address the needs of the fire department. She noted that our response times are better than they were in 2010. There is always what data we have and what about which we can speculate. You have to start somewhere with appropriating the money and the project will take time. She would like Mr. Booth to look at running some scheduled busses to KDC; that was a suggestion she saw somewhere. She is looking to start a new era in Lynchburg where we invest where it makes sense.

Mayor Tweedy would like to make a motion that we keep the Florida Avenue sidewalk project in the budget. During the design process, she would like them to take into consideration some of Councilmember Perrow's suggestion such as the bridge and rerouting the road. Councilmember Wilder seconded the motion. Councilmember Wilder is glad that after 17 years, they will be getting the design process started. He is willing to facilitate some discussions around the other ideas that have been suggested.

Councilmember Perrow agrees that Florida Avenue is a main corridor but we are not treating it like a main corridor. It is tough to get traffic through but putting in a sidewalk does not help traffic. People park on the existing sidewalk because there is no parking lane. Maybe this should be a bigger project, a road improvement project, which would include sidewalk. He noted that most of the projects that Mayor Tweedy had highlighted had a preliminary engineering report. Maybe asking where people are going was a bad choice of phrases. Mayor Tweedy said that is not the first time she has heard it and her comment was not directed toward him. Councilmember Perrow had meant that he would like to see a traffic study so they can understand the movement patterns. He asked Mr. Newland if he had any idea how much a report would cost and he estimated $250,000. Councilmember Perrow made a substitute motion to reduce the number to $250,000 and shift the remaining amount into the FY2021 column. The motion was seconded by Councilmember Helgeson.

Councilmember Nelson asked Mr. Newland for some clarification on the two trestles. The spur track seems to end as soon as it hits the pavement of the factory and is not used. Mr. Newland said that is correct. Since they are not using it, Councilmember Nelson wanted to know if the railroad has any authority over it. Mr. Newland said he does not know that; he only knows it is the railroad's property and not the City's. Councilmember Nelson commented if that could be removed, then it will be a much safer underpass. Councilmember Nelson asked for clarification that dealing with the trestles will be at the end of the project. Dr. Wodicka reminded them that Phase 1 of the project is design and right-of-way acquisition, etc. Phase 2 will be the construction phase of the project. Mr. Newland explained that the train trestles will be dealt with during Phase 1 in terms of working with railroad because that always takes a long time. Then when we have the money for Phase 2, it will be ready to be built. The engineering design will be done as soon as possible so we know what we can and cannot do. Councilmember Nelson said he would be in favor of this project if he knows that the railroad trestles will be the number one priority when construction begins. Mr. Newland said from a traffic standpoint, he would agree with him one hundred percent. Councilmember Nelson does not want any sidewalk put in before the trestle is dealt with because it invites people into a dangerous situation. Mr. Newland agreed with that statement.

Councilmember Helgeson appreciated Mayor Tweedy's presentation on all the projects that added up to $10 million. We are looking at one fourth of that amount on one project. Those projects all together used approximately $13 million in local funds. This one is projected to use $7.5 million if we do not get any more Revenue Sharing funds. All of those projects had some preliminary data and we have none for this project. Mayor Tweedy interjected that not all of them did as she had mentioned in her comments. Councilmember Helgeson remarked that we ought not to look at things emotionally, especially when you are looking at $10 million. He tries to look at this factually in terms of dollars and cents with his background as a financial planner. He would like them to do some good analysis and have good traffic counts. He thinks a preliminary engineering report will make everyone more comfortable.

Mayor Tweedy wanted to be clear with the community that of the $45 million, one project was $29 million.

Councilmember Wright agrees that we need to be thoughtful of taxpayer dollars. Councilmembers Wright and Wilder are also financial professionals. He also agrees that we should remove a lot of emotion from public policy decisions. However, he thinks there are some very legitimate public policy reasons for this project. But there is an emotional element and a political element that he thinks we should acknowledge. It is about valuing a neighborhood. It is about valuing the voices of residents. It is about the dignity of human beings to walk safely through their neighborhood. That is why he is opposed to Councilmember Perrow's motion and will be supporting the plan. The substitute motion failed by the following vote:

Ayes:	Helgeson, Nelson, Perrow	3
Noes:	Dolan, Tweedy, Wilder, Wright	4

Mayor Tweedy called for a vote on the motion she made previously. Councilmember Perrow had further comments. He thought he made a very valid proposal that did not take money away from the project and shifted money that would not be spent until the later years anyway so that we could actually define the project. It would also take into account issues such as community and access and traffic. We could then decide if this sidewalk project actually meets those needs. He thinks this is a missed opportunity.

Councilmember Nelson wanted to clear up whether this money could be used for something else like wages. Is this capital allocation something that is fungible to pay firefighters wages or other operating expenses? Ms. Svrcek commented that part of the project would be funded with line of credit or bond funds. The General Fund monies that would be contributed to this project would be the amount of money toward debt service. Councilmember Nelson commented that it would be marginal and Ms. Svrcek agreed it would be marginal. She explained the line of credit would then be converted to general obligation bonds. Councilmember Helgeson asked if this is so that the line of credit is paid off quickly. Ms. Svrcek reminded them that we started a new financing plan a year or two ago. We would issue a line of credit and only access those funds as we needed to versus selling bonds every couple of years and paying interest on funds that we were not yet using, depending on the timing of the project. The line of credit will be refinanced every two years with bonds.

The motion to allocate $4,132,174 for the Florida Avenue sidewalk project passed by the following vote:

AYES:	Dolan, Nelson, Tweedy, Wilder, Wright	5
NOES:	Helgeson and Perrow	2

// In the matter of Transportation FY 2020 ($4,000,000) 5th Street Phase IV ($1,836,522 State: Revenue Sharing; $2,163,478 Local: Line of Credit): Councilmember Perrow was trying to figure out how we could slide some items around so we could reduce our debt service payment. Fifth Street Phase IV is a funded project and the debt service payment is in the operating budget. We started the project and we need to finish it. He is glad it is a road improvement project with utility work as this is a main corridor into the City. He would be fine with striking this from the list.

Councilmember Helgeson was here when Phase I was funded. Phase II was funded by CDBG. Then Phase III got in there somewhere. This is tying up this corridor and he thinks we should quit this project. This project is 54% local money. We have done a lot of good there but he thinks we can stop. He does not think we should fund this project since it is $4 million this year.

Councilmember Nelson noted this phase has some real challenges in terms of the physical conditions of the road and sidewalks. The sidewalks have deteriorated so badly that they are extremely dangerous. This is not just a gateway to downtown; it is a gateway to the number one tourist feature, the Old City Cemetery. People going there have to go through pretty deplorable road conditions so he thinks this project is needed without question.

Councilmember Nelson moved to put this item back into the budget. The motion was seconded by Vice Mayor Dolan.

Councilmember Perrow agreed that the sidewalks are awful. He thinks that this section has the best engineering reason for doing it even more so than the other section, so he will be supporting the motion.

Councilmember Helgeson asked Mr. Newland what the $600,000 in engineering fees is for because you would think that a lot of the engineering had already been done in other phases of the project. Mr. Newland stated that there is concrete under the asphalt, which is why it keeps breaking up. A new road will have to be designed once both the asphalt and concrete are removed. There are also retaining walls and ADA accessible sidewalks that have to be designed. He clarified for Councilmember Helgeson that this is the last phase of the project, as far as he is aware.

Councilmember Wilder noted that this has been a process that has taken several years but it very heartening to see the new wellness center and all the new businesses along Fifth Street. When it is completed, it will be a wonderful asset to our community. He is thankful for the investment in that area of our community. Mayor Tweedy thanked all the business owners that have gone through all these phases.

AYES:	Dolan, Nelson, Perrow, Tweedy, Wilder, Wright	6
NOES:	Helgeson	1

// In the matter of Beyond FY 2024 ($7,630,000) Wards Ferry Road at Central Virginia Community College (CVCC) Campus Drive Roundabout: Councilmember Perrow asked Mr. Newland to explain a $7 million roundabout. Mr. Newland stated it is about a $3.6 construction project, however, it has inflation figures in it because it is six years out and it has not been designed yet. There is about a 25% contingency in it. He clarified for Councilmember Perrow that there are only concept level designs at this point. They applied for Smart Scale funds and there was about a 35% increase in costs that we have to pay when we deal with federal funds. He also clarified for Councilmember Perrow that there are also some road building elements to the project to make the connections to the roundabout. Councilmember Perrow commented that if we are paying a lot of acquisition costs for roundabouts, he thinks they need to look for alternative solutions. He remarked that we have had a lot of success with them but he does not want to tip the scale and go overboard and not look at other alternatives when appropriate. Councilmember Perrow said he could strike this one from list because it is in an out year. He made that as a motion and it was seconded by Councilmember Wright.

Councilmember Helgeson noted that there are several roundabout projects with a lot of money and he realizes they are years out. If we put these in as placeholders, he hopes people in the future do not just say we like them and do not even debate them. He thinks we should have some discussion on these projects. Maybe today is not the day but these roundabouts were originally $250,000 and they are now several million. That is not something they can be doing. We cannot have five of these roundabouts in 2024. There are $152 million in projects for 2024 and we do not have that kind of revenue even with debt service to finance all of them. Some will have to be moved out for the ones that rise to the top. Before any of the projects in FY2024 move forward, they should have lots of discussion. Councilmember Wilder also thinks that $7 million is a lot for a roundabout. He is requesting a work session at some point so they can be educated on the cost of a roundabout versus putting in lights or other traffic measures.
Ms. Svrcek said they could do that in the summer when they come back to discuss big budget issues that have emerged. Councilmember Wilder thinks it would be beneficial for the public to hear as well.

The motion passed by the following vote:

AYES:	Dolan, Nelson, Perrow, Tweedy, Wilder, Wright	6
NOES:	Helgeson	1

// In the matter of Economic Development FY 2022 ($65,000) Intermet Park Planning (included in Downtown Projects): Councilmember Nelson acknowledged this is not a lot of money but in these times, every dollar counts. The park concept is creative and visionary and certainly in a certain time, it will have a place. There are facilities such as Creekside Trail Bridge and Blackwater Creek Park that are not usable because we do not have the money to fix them. This does not seem a prudent use of resources that are immediately available. Downtown is in dynamic flux and anything designed in 2019 may be antiquated by the time we get around to building the park. He made a motion to take that money out and it was seconded by Councilmember Perrow. Councilmember Wright thought he would be supporting this item but Councilmember Nelson has made a compelling argument that the money could be better spent on existing facilities, including the Creekside Trail. Councilmember Nelson would love to see the money shifted to the Creekside Trail, as suggested by Councilmember Wright, but he does not want to tie the hands of the Parks and Recreation department. He would like to leave it them to decide their priorities. Councilmember Wright agreed with him. Councilmember Helgeson pointed out that this is earmarked for FY2022 so Creekside Trail could not be fixed with that money until then if it were shifted. Ms. Svrcek wanted to remind Council that we only appropriate the first year of the CIP. This is planning money for a future year. Councilmember Wilder asked for clarification as to the nature of the project. Ms. Svrcek said it was for a master plan for a park on the Intermet site (the old Lynchburg Foundry). The motion passed by the following vote:

AYES:	Dolan, Helgeson, Nelson, Perrow, Tweedy, Wilder, Wright	7
NOES:		0

//In the matter of Economic Development FY 2020 ($3,800,000) Main Street Renewal Project; $3,800,000 - Local: Line of Credit; TOTAL PROJECT COST: $4,400,000 (including $600,000 of prior appropriations: Councilmember Helgeson noted this is 100% local money. He acknowledged it goes along with a utility project. At some point, we have to step back and say we have primed this pump enough. It is time to let it go. The construction is making it difficult for people to travel and for businesses to thrive. Three banks have closed and we are now talking about changing traffic flow.

Vice Mayor Dolan asked if the banks have closed because of construction. Ms. Svrcek said Sun Trust and BB&T closed due to corporate restructuring. One bank bought the other and they merged. She noted there is a new bank downtown, First National Bank, in the old Wells Fargo building.

Councilmember Wilder commented he appreciates the revitalization of downtown and wonders what would have happened if they had not done all the infrastructure and beautification projects. He does not think they would see the life that is now downtown and he appreciates the investment that has been made. Councilmember Wright made a motion to keep the money in the budget. The motion was seconded by Councilmember Wilder. Councilmember Perrow commented that his first project was the Ninth Street project, which was a streetscape and infrastructure replacement plan. This project runs concurrently with an Appalachian Power project and downtown is going to be a wreck. If we do not do this project, it will still be a wreck because the power company is going to do their work anyway. This is our opportunity to put it back with our stamp on it. He voted against two-way traffic and stands by that vote. Enhancing the conditions where people work is valuable. He has seen the improvements on Ninth Street and Jefferson Street. Most recently, he has seen the improvements on Church Street and he hopes we start to see some economic activity from those improvements. He agreed with Councilmember Helgeson's points about this being a lot of local money but he sees this as an investment in our City. Councilmember Helgeson had a photo of an area of Oakley Avenue. This was after the City had upgraded some pipes upstream but did not upgrade the pipes downstream. Now the water gets to this dip much quicker. He would like to see more utility in projects and less beautification, especially for people that have their businesses and houses here. It is sad when you see these kinds of things. He hopes that a large percentage of the $3.8 million is spent on utilities and not beautification items. Councilmember Perrow asked how many blocks are involved in this project. Dr. Wodicka answered that it is from 8th Street to 12th Street, so four blocks. They will be working on certain areas at a time, so the whole stretch will not be closed at one time. They are working very hard to mitigate any issues.

The motion passed by the following vote:

AYES:	Dolan, Nelson, Perrow, Tweedy, Wilder, Wright	6
NOES:	Helgeson	1

//In the matter of Parks and Recreation FY2023/24 ($275,000) Creekside Trail Bridge Replacement: Councilmember Wright added this to the discussion to have a discussion about the level of damage to Creekside Trail and how much would be needed for remediation. Ms. Jennifer Jones indicated that to open the earthen part of the trail, they will need $533,000. The paved part of the trail near Hollins Mill will cost around $500,000. Councilmember Wright noted that there is $122,000 in the budget next year for trail improvements. Mr. Andy Reeder indicated they would use that money for initial trail improvements and part of the grant match. They are aggressively looking for grants. Ms. Jones noted that the $533,000 includes two bridges. There are actually four bridges out, so the trail will have to be rerouted. Councilmember Wright asked if the $275,000 will be able to fix one bridge. Mr. Reeder explained that they got estimates and they came in a lot cheaper than they thought, $184,000 each. They will be U.S. Forestry designed bridges, which are less likely to wash away in the event of another flood. There is one bridge that withstood the flood and it is a U.S. Forestry bridge. Councilmember Wright would like to remove this item from this list and add it back into the budget. We do not have the money this year to make that a full reality but fixing the issues with our trail systems remains a priority for him. The councilmembers came to a consensus regarding this item.

Mayor Tweedy asked Mr. Booth to provide a report back to the City Manager and administration regarding the route on Florida Avenue.

// In the matter of roll call, Councilmember Wright noted he had the pleasure of going to an Education Foundation dinner to congratulate the top fifteen graduating seniors from each high school. Congratulations to all those students. It is also Teacher Appreciation Week, so please tell them thanks. We have a lot of neighbors celebrating Ramadan, so please wish them a happy season.

Councilmember Wilder noted there are two events next week for the police. There is a Police Memorial Service on the 14th of May at 9:00 a.m. There is also a wreath laying ceremony on the 13th of May. We appreciate our police and the work they do in our community.

Councilmembers Nelson, Perrow and Helgeson and Vice Mayor Dolan had no roll call items.

Mayor Tweedy thanked everyone for the State of the City address. There was also a great International Festival this week.

// The meeting was adjourned at 7:06 P.M.

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Clerk of Council

Provided for reference
for Agenda Items 10-12

A. BE IT RESOLVED that by majority vote the FY 2020 General Fund Operating Budget (excluding External Service Providers and Component Units expenditures) including the revenues and expenditures proposed by the City Manager and revised by City Council be adopted as the annual operating budget of the City of Lynchburg for the fiscal year beginning July 1, 2019 and ending June 30, 2020 and said funds be appropriated:

GENERAL FUND INCOME	
Non-Dedicated Revenues	
General Property Taxes	$83,324,412
Other Local Taxes	55,093,840
Permits, Fees, and Regulatory Licenses	835,200
Fines and Forfeitures	252,500
Use of Money and Property	906,134
Charges for Services	3,184,871
Miscellaneous	345,147
Revenue from the Commonwealth	6,270,984
Dedicated Revenues	
Revenue from Use of Money & Property	
Charges for Services	4,934,116
Recreation Revenue	486,000
Parking	529,635
Miscellaneous	2,879,144
Revenue from the Commonwealth	
Categorical Aid - State Shared Expenditures	3,131,823
Categorical Aid	20,082,518
Revenue from the Federal Government	8,449,784
Use of Committed/Assigned Fund Balance and Other	839,555
Use of (Additions to) Unassigned Fund Balance	3,097,373
Total	**$194,643,036**

GENERAL FUND EXPENDITURES	
General Government	$12,183,016
Judicial Administration	5,076,774
Public Safety	37,341,613
Public Works	19,182,127
Health and Welfare	21,395,510
Parks, Recreation and Cultural	5,265,445
Community Development	5,214,126
Non-Departmental	11,431,936
Transfer to Other Funds	1,149,754
General Fund - Debt Service	8,149,350
Schools - Debt Service	9,509,123
Reserves	1,206,800
Transfer to Capital - City	4,984,908
Transfer to Capital - Schools	0
Subtotal	**$142,090,482**
External Service Providers[1]	$7,933,271
Component Units[1]	$44,619,283
Total	**$194,643,036**

[1] *To be considered separately*

Introduced: May 14, 2019 Adopted: May 28, 2019

Certified: ______________________________
Clerk of Council

B. BE IT RESOLVED that by majority vote the FY 2020 Mandated and Contractual External Service Providers Budget of $7,903,882 proposed by the City Manager be adopted as part of the operating budget of the City of Lynchburg for the fiscal year beginning July 1, 2019 and ending June 30, 2020 and said funds be appropriated:

MANDATED

Blue Ridge Regional Jail Authority $5,263,707
Central Virginia Planning District Commission (CVPDC) 46,219
Horizon Behavioral Health 567,000
Lynchburg Health Department 747,685
TOTAL MANDATED $6,624,611

CONTRACTUAL

Central Virginia Regional Radio Board (CVRRB)....................$684,854
Elizabeth's Early Learning Center 15,854
Lynchburg Humane Society 405,440
Southern Memorial Association (Old City Cemetery)....................132,438
Virginia Cooperative Extension Service....................40,685
TOTAL CONTRACTUAL $1,279,271

Introduced: May 14, 2019 Adopted: May 28, 2019

Certified: ______________________________
Clerk of Council

C. BE IT RESOLVED that by two – thirds majority vote (five of seven) the FY 2020 Discretionary External Service Providers Budget of $29,389 proposed by the City Manager be adopted as part of the operating budget of the City of Lynchburg for the fiscal year beginning July 1, 2019 and ending June 30, 2020 and said funds be appropriated:

DISCRETIONARY	
Amazement Square - Signal and Rail Car	$267
Central Virginia Alliance for Community Living	15,000
Central Virginia Community College Board (CVCC)	1,955
Virginia Legal Aid Society	12,167
TOTAL DISCRETIONARY	**$29,389**

Introduced: May 14, 2019 Adopted: May 28, 2019

Certified: ______________________________
Clerk of Council

D. BE IT RESOLVED that by majority vote the FY 2020 Schools Operating Budget, including the revenues and expenditures proposed by the City Manager, be adopted for the fiscal year beginning July 1, 2019 and ending June 30, 2020 and said funds be appropriated:

SCHOOLS INCOME	
State	$53,670,715
Federal	488,500
Grants	11,249,561
Local – Operating	42,890,498
Miscellaneous	2,192,394
Total	**$110,491,668**

SCHOOLS EXPENDITURES	
Operations	$99,242,107
Grant Funded Expenditures	11,249,561
Total	**$110,491,668**

Introduced: May 14, 2019 Adopted: May 28, 2019

Certified: ______________________________
Clerk of Council

E. BE IT RESOLVED that by majority vote the FY 2020 Greater Lynchburg Transit Company Budget including the revenues and expenditures proposed by the City Manager be adopted for the fiscal year beginning July 1, 2019 and ending June 30, 2020 and said funds be appropriated:

GREATER LYNCHBURG TRANSIT COMPANY INCOME	
Fares	$643,111
Contracts	81,837
Federal	1,976,112
State	2,029,762
Local - Operating	1,728,785
Partners	1,504,010
Miscellaneous	245,361
Total	**$8,208,978**

GREATER LYNCHBURG TRANSIT COMPANY EXPENDITURES	
Operations	$8,208,978
Total	**$8,208,978**

Introduced: May 14, 2019 Adopted: May 28, 2019

Certified: ______________________________
Clerk of Council

F. BE IT RESOLVED that by majority vote the FY 2020 budgets of the funds mentioned herein be adopted for the purposes herein mentioned and said funds be appropriated from the funds and resources of the City of Lynchburg for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

FLEET SERVICES FUND INCOME		**FLEET SERVICES FUND EXPENDITURES**	
Revenues	$6,819,467	Operations	$6,222,737
Use of (Additions to) Unassigned Fund Balance	(123,109)	Debt Service	473,621
Total	**$6,696,358**	**Total**	**$6,696,358**
AIRPORT FUND INCOME		**AIRPORT FUND EXPENDITURES**	
Revenue from Cost Centers	$2,779,183	Operations	$2,554,886
Interest and Other	36,000	Debt Service	103,205
Use of (Additions to) Unassigned Fund Balance	(157,092)	**Total**	**$2,658,091**
Total	**$2,658,091**		
WATER FUND INCOME		**WATER FUND EXPENDITURES**	
Charges for Service	$13,204,040	Operations	$11,101,110
Water Contracts (Amherst/Bedford/Campbell/Industrial)	2,067,484	Debt Service	3,870,240
Interest and Other	332,496	Transfer to Water Capital Fund	3,800,000
Use of (Additions to) Unassigned Fund Balance	3,167,330	**Total**	**$18,771,350**
Total	**$18,771,350**		
SEWER FUND INCOME		**SEWER FUND EXPENDITURES**	
Charges for Services	$18,597,064	Operations	$13,173,495
Sewer Contracts (Amherst/Bedford/Campbell/Industrial)	4,374,980	Debt Service	8,355,088
Interest and Other	223,150	Transfer to Sewer Capital Fund	2,500,000
Use of (Additions to) Unassigned Fund Balance	833,389	**Total**	**$24,028,583**
Total	**$24,028,583**		
STORMWATER FUND INCOME		**STORMWATER FUND EXPENDITURES**	
Charges for Services	$3,171,536	Operations	$3,138,374
State Categorical Aid	275,000	Debt Service	107,675
Interest and Other	53,000	Transfer to Stormwater Capital Fund	300,000
Use of (Additions to) Unassigned Fund Balance	46,513	**Total**	**$3,546,049**
Total	**$3,546,049**		
CITY/FEDERAL/STATE AID FUND INCOME		**CITY/FEDERAL/STATE AID FUND EXPENDITURES**	
Revenue from the Federal Government	$2,153,555	Operations	$3,962,061
Revenue from the Commonwealth	985,778	**Total**	**$3,962,061**
Other	654,049		
In-Kind	59,248		
Transfer from General Fund	109,431		
Total	**$3,962,061**		
COMMUNITY DEVELOPMENT BLOCK GRANT INCOME		**COMMUNITY DEVELOPMENT BLOCK GRANT EXPENDITURES**	
Federal Entitlement	$733,913	Operations	$736,013
Program Income	2,100	**Total**	**$736,013**
Total	**$736,013**		
CHILDREN'S SERVICES ACT FUND INCOME		**CHILDREN'S SERVICES ACT FUND EXPENDITURES**	
Miscellaneous	$48,600	Operations	$5,999,022
Transfer from General Fund	1,843,647	**Total**	**$5,999,022**
Lynchburg City School Transfer	196,541		
Revenue from the Commonwealth	3,910,234		
Total	**$5,999,022**		
HOME INVESTMENT TRUST FUND INCOME		**HOME INVESTMENT TRUST FUND EXPENDITURES**	
Federal Entitlement	$438,772	Operations	$438,772
Total	**$438,772**	**Total**	**$438,772**

LYNCHBURG EXPRESSWAY APPEARANCE FUND (LEAF) INCOME		LYNCHBURG EXPRESSWAY APPEARANCE FUND (LEAF) EXPENDITURES	
Pledges/Donations	$0	Operations	$75,000
Use of (Additions to) Unassigned Fund Balance	75,000	**Total**	**$75,000**
Total	**$75,000**		

REGIONAL JUVENILE DETENTION CENTER FUND INCOME		REGIONAL JUVENILE DETENTION CENTER FUND EXPENDITURES	
Charges for Services	$1,067,476	Operations	$2,850,286
Intergovernmental	1,816,136	Debt Service	33,326
Total	**$2,883,612**	**Total**	**$2,883,612**

RISK MANAGEMENT FUND INCOME		RISK MANAGEMENT FUND EXPENDITURES	
Charges for Services	$964,880	Operations	$300,550
Use of (Additions to) Unassigned Fund Balance	(49,904)	Insurance and Claims	614,426
Total	**$914,976**	**Total**	**$914,976**

SPECIAL WELFARE FUND INCOME			
Donations and Restitutions	$130,788	SPECIAL WELFARE FUND EXPENDITURES	
Interest	1,200	Operations	$129,500
Revenue from the Commonwealth	5,000	**Total**	**$129,500**
Use of (Additions to) Unassigned Fund Balance	(7,488)		
Total	**$129,500**		

TECHNOLOGY FUND INCOME		TECHNOLOGY FUND EXPENDITURES	
Use of Money & Property	$30,000	Operations	$899,165
Transfer from General Fund	566,702	Capital Outlay	568,000
Use of (Additions to) Unassigned Fund Balance	870,463	**Total**	**$1,467,165**
Total	**$1,467,165**		

Introduced: May 14, 2019 Adopted: May 28, 2019

Certified: ______________________________
Clerk of Council

G. BE IT RESOLVED that by majority vote the FY 2020 - 2024 Capital Improvement Program is hereby adopted.

Adopted: May 14, 2019

Certified: ______________________________
Clerk of Council

H. BE IT RESOLVED that by majority vote the FY 2020 Capital Budget proposed by the City Manager is hereby adopted and said funds be appropriated from the funds and resources of the City of Lynchburg for the fiscal year beginning July 1, 2019 and ending June 30, 2020 in the total amount of $60,814,082 for the City Capital Projects Fund, $2,686,000 for the Schools Capital Projects Fund, $3,825,000 for the Airport Capital Projects Fund, $6,200,000 for the Water Capital Projects Fund, $7,960,000 for the Sewer Capital Projects Fund, and $2,750,000 for the Stormwater Capital Projects Fund.

Introduced: May 14, 2019 Adopted: May 28, 2019

Certified: ______________________________
Clerk of Council

I. BE IT RESOLVED that FY 2020 General Fund Non-Departmental Poverty Initiative funds may only be spent upon approval by a majority vote of City Council.

Adopted: May 14, 2019

Certified: ______________________________
Clerk of Council

J. BE IT RESOLVED that by majority vote $50,000 of the FY 2020 Reserve for Contingencies funding is appropriated for use by the City Manager for the fiscal year beginning July 1, 2019 through June 30, 2020.

Introduced: May 14, 2019 Adopted: May 28, 2019

Certified: ______________________________
Clerk of Council

K. BE IT RESOLVED that by majority vote in accordance with Section 58.1-3524 of the Code of Virginia, 1950, as amended, the personal property tax relief rate for the fiscal year beginning July 1, 2019 through June 30, 2020 shall be set at 44.39%.

Adopted: May 14, 2019

Certified: ______________________________
Clerk of Council

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: May 28, 2019 AGENDA ITEM #: **13**

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

ITEM TITLE: **Approval of Mutual Aid Agreement between the City of Lynchburg and Liberty University Regarding the Delivery of Law Enforcement Services**

KEY ELEMENTS:
___Economic Development ___Excellent Government ___Natural and Built Environment _X_Safe Community __Vibrant Community

RECOMMENDATION: Adopt a resolution approving a Mutual Aid Agreement between the City and Liberty University for law enforcement services.

SUMMARY: The Code of Virginia § 15.2-1736 allows for governing bodies of localities and institutions of higher education having a private police force to enter into mutual aid agreements for the use of their joint forces, both regular and auxiliary, their equipment and materials to maintain peace and good order. The Police Department has been working with the Liberty University Police Department to develop a mutual aid agreement in order to more efficiently facilitate the delivery of law enforcement services. This agreement replaces an outdated agreement from 1997 and allows both agencies to request assistance in the form of staffing and/or equipment on a case/event specific basis.

PRIOR ACTION(S): June 30, 1997 Mutual Aid Agreement

FISCAL IMPACT: None

CONTACT(S): Ryan Zuidema, Chief of Police, 434-455-6045
Walter Erwin, City Attorney, 434-455-3973

ATTACHMENT(S):
Resolution
Mutual Aid Agreement Between the City of Lynchburg and Liberty University Regarding the Delivery of Law Enforcement Services

REVIEWED BY: bms

067R

RESOLUTION

BE IT RESOLVED That as provided by Section 15.2-1736 of the Code of Virginia, the City Council hereby approves a mutual aid agreement between the City and Liberty University in order to facilitate mutual cooperation in the delivery of law enforcement services and the mutual protection, defense, and maintenance of peace and order, and be it further resolved that the City Manager is hereby authorized to execute a mutual aid agreement between the City and Liberty University on behalf of the City.

Introduced: Adopted:

Certified: ________________________________
Clerk of Council

Mutual Aid Agreement Between the City of Lynchburg and Liberty University Regarding the Delivery of Law Enforcement Services

This Mutual Aid Agreement ("Agreement") is made effective this 29th day of May, 2019, by and between the City of Lynchburg, a municipal corporation of the Commonwealth of Virginia ("City"), and, Liberty University, Inc., a non – stock Virginia Corporation ("Liberty University") on behalf of their respective police departments.

WHEREAS, in 1997, the Circuit Court of the City of Lynchburg established Liberty University's police department pursuant to Chapter 8, Title 23.1 of the Code of Virginia, 1950, as amended, and Liberty University entered into a mutual aid agreement with the City; and

WHEREAS, the City of Lynchburg, with the concurrence and support of the Lynchburg Police Department's Chief of Police, desires to enter into an updated mutual aid agreement with Liberty University, with concurrence and support of Liberty University Police Department's Chief of Police, to facilitate mutual cooperation in the delivery of law enforcement services and the mutual protection, defense, and maintenance of peace and order, subject to the specific terms and conditions contained herein.

THEREFORE, for and in consideration of the mutual promises contained in this Agreement, the City and Liberty University agree to the foregoing recitals and agree as follows:

1. The purpose of this Agreement is to define and establish procedures and practices for cooperation between the City's police department, Lynchburg Police Department ("LPD"), and Liberty University's police department, Liberty University Police Department ("LUPD"). This Agreement shall not prevent Liberty University or Liberty University Police Department from entering into a similar agreement with any other law enforcement agency.

2. In the event of an emergency or other special need for response, investigation or prevention as declared by the LPD Chief of Police, or his designee, or the LUPD Chief of Police, or his designee, either party to this Agreement may call upon the other for assistance, without the necessity of deputizing officers. Absent a declaration of emergency or other special need by the parties' police chiefs or their respective designees, under exigent circumstances that arise from time to time, the police department of either party to this Agreement may routinely request assistance from the other using any law enforcement personnel (i.e., dispatchers, shift supervisors, patrol officers) via the Lynchburg Department of Emergency Services. Assisting officers who respond to such requests and their principals shall have full police powers as conferred upon them by law during the period of such exigent circumstance, emergency or special need in the jurisdictions in which they do not normally serve. In such cases, they may participate in law enforcement activities beyond their respective jurisdictions to the extent authorized by the general laws of Virginia. The LPD Chief of Police will make reasonable efforts to provide officers for assistance to Liberty University as long as providing such officer assistance does not hamper law enforcement activities and service in the City. However, the City makes no guarantee of assistance. The LUPD Chief of Police will make reasonable efforts to provide officers for assistance to the City as long as providing such officer assistance does not hamper law enforcement activities and service in Liberty University. However, Liberty University makes no guarantee of assistance.

3. During special events, such as parades, sporting events, rallies, protests, gatherings or other occurrences, the parties' police departments shall share equipment, to the extent it does not hamper regular law enforcement efforts by either party, upon the request of the requesting party's Chief of Police, or his designee, with dominion and control over such shared equipment being at the discretion of the party owning the equipment.

4. LUPD officers certified to use the equipment will be afforded access to utilize, at no cost, the LPD's instruments and equipment located at the Blue Ridge Regional Jail for processing and administering breath alcohol examinations to persons arrested for violations of Virginia Code §18.2-266 *et seq.*

5. To the extent that it is necessary and proper, LUPD's arresting officer in a particular case and the Chief of Police of Liberty University or his designee, is hereby designated to complete the report to the Central Criminal Records Exchange, required by Virginia Code §19.2-390 and otherwise to fingerprint, photograph and process persons charged with misdemeanors in the Lynchburg General District Court.

6. To the extent that it is necessary and consistent with the general laws of Virginia, LUPD's arresting officer in a particular case and the LUPD Chief of Police or his designee, are hereby designated to fingerprint and photograph juveniles who are charged with a delinquent act an arrest for which, if committed by an adult, is required to be reported to the Central Criminal Records Exchange pursuant to Virginia Code §19.2-390.

7. The parties recognize and acknowledge the Circuit Court of the City of Lynchburg's orders <u>In re: Liberty University Police Department</u>, Case No. CL 97-019893, which provide that Liberty University Police Department will exercise patrol and policing authority upon a certain specified subset of properties owned or controlled by Liberty University, pursuant to the provisions of Virginia Code § 23-234.A.(i). As properties are acquired and divested by Liberty University with the municipal boundaries of the City of Lynchburg, the parties hereby acknowledge that LUPD will generally exercise patrol and policing authority upon properties owned or controlled by Liberty University within the City of Lynchburg that are either not open to the general public, whether for retail or for other commercial use, or that are utilized for lodging or residential occupancy. The LPD will generally exercise patrol and policing authority upon such properties owned or controlled by Liberty University within the City of Lynchburg that are open to the general public, whether for retail or for commercial use, except those utilized for lodging or residential occupancy, including notifying LUPD of incidents that occur on such properties. All calls for service for the properties for which LPD has patrol and policing authority will go directly to the Lynchburg Department of Emergency Services. Liberty University agrees to provide the LPD a current list, updated as necessary, identifying the law enforcement agency to exercise patrol and policing authority upon each property it owns or controls. The LUPD will be responsible for ensuring that this list is up to date. The LUPD will be responsible for notifying the LPD at any time this list changes due to the sale or acquisition of property.

8. The LUPD may request the LPD assume responsibility as lead investigatory agency for any event or incident that LUPD determines is better resolved or investigated by the resources and capabilities of the LPD, which request LPD will evaluate in light of availability of resources that would not hamper law enforcement activities in the City of Lynchburg. Provided however, upon notice from LUPD of any felony sexual assault, medically unattended death, or any death resulting from an incident occurring upon property owned or controlled by Liberty University within the City of Lynchburg, when requested by LUPD to meet a need, LPD shall provide reasonable investigatory support as described in Virginia Code § 23-234.B to LUPD and, if so requested, shall assume responsibility as lead investigatory agency for the incident requested and shall receive from LUPD copies of all records maintained by LUPD and created by LUPD for the law enforcement purpose related to the incident. Moreover, whichever party's police department conducts an investigation of such a felony sexual assault shall notify the appropriate Commonwealth Attorney of such investigation within forty-eight (48) hours of beginning such investigation and share information regarding its investigation in accordance with its policies and sound discretion.

9. Each party agrees that it will be responsible for any personnel costs for its police officers and their principals, and it's other agents and employees related to any response, investigation, prevention activity and other assistance provided pursuant to this Agreement. The parties further agree that they shall be solely responsible for any complaints or liabilities arising from the actions or omissions of their own police officers and their principals and their other employees or agents, and shall be responsible for any discipline of their own employees.

10. Prior to the effective date of this Agreement each party shall hereof notify its police and general liability insurance carriers of this Agreement.

11. For any act or failure to act carried out under this Agreement beyond their normal jurisdictions, each police officer, and their principals, and other agents and employees shall be entitled to all the immunities from liability enjoyed within their own jurisdictions when acting through their police officers and their principal, and other agents or employees for a public or governmental purpose within their territorial limits.

12. The police officers and their principals or other agents or employees of the parties when acting under this Agreement outside of their normal territorial jurisdictions, shall enjoy all exemptions from laws, ordinances and regulations and shall have all pension, relief, disability, worker's compensation and other benefits enjoyed by them while performing their respective duties within their normal jurisdictions.

13. Each party waives any claims it may have against the other party, growing out of any act or omission carried out or not under this Agreement.

14. The effective date of this Agreement is the 29th day of May, 2019 whereupon the June 30, 1997 Mutual Aid Agreement will be terminated and of no further force and effect. The term of this Agreement is five (5) years and shall be automatically renewed unless one party notifies the other in writing of its intent to allow the Agreement to expire.

15. This Agreement may be terminated at any time by either party by giving ninety (90) days written notice to the other party. Termination shall be effective at the end of the ninety (90) day notice period.

In witness whereof, the parties execute this Agreement through their representatives duly authorized by their respective governing bodies, who are joined by their respective chiefs of police on behalf of their respective police departments, effective this 29th day of May, 2019.

CITY OF LYNCHBURG

By: ___________________________
Bonnie Svrcek, City Manager

LIBERTY UNIVERSITY, INC.

By: ___________________________
Jerry Falwell, President

CONCURRED WITH AND AGREED TO BY:

Lynchburg Police Department

By: ___________________________
Ryan M. Zuidema, Chief of Police

Liberty University Police Department

By: ___________________________
Richard D. Hinkley, Chief of Police

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **May 28, 2019** AGENDA ITEM #: **14**

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

ITEM TITLE: Adopt amendments to the City Code related to Taxicabs

KEY ELEMENTS:
_**X**_ Economic Development __Excellent Government ___Natural and Built Environment __ Safe Community _**X**_ Vibrant Community

RECOMMENDATION: Adopt amendments to City Code Chapter 37 related to regulation of Taxicabs.

SUMMARY: City Council has entertained the matter of revisions to City Code Chapter 37 (Regulation of Taxicabs) on four (4) occasions since June 2018. In additional, City staff and stakeholders (both internal and external) have met at least eight (8) times during that period. During the Council Work Session of May 14, 2019, Council directed staff to return on May 28, 2019 with two versions of the Taxicab Ordinance regarding Section 37-105 which references the use of taximeters. As of May 20, 2019, the City Manager's Office has received one phone call "in favor of taximeters," along with four (4) emails supporting updates to the City Code.

City Attorney Walter Erwin has provided two (2) versions of the revised Taxicab Ordinance for City Council's consideration. Ordinance "A" amends Section 37-105 to require taximeters in taxicabs, but gives taxicabs drivers who wish to do so, the option of using electronic devices to determine fares. Ordinance "B" leaves Section 37-105 as it is currently worded and only allows taximeters to be used to determine fares.

PRIOR ACTION(S):

June 26, 2018:	Public Comment from citizen (Dr. John Salmon) concerning revision of taxicab code.
December 11, 2019:	Informational presentation during Work Session on proposed taxicab ordinance changes
January 8, 2019:	Public Hearing on proposed changes to taxicab ordinance
May 14, 2019:	Work Session discussion and recommendations on proposed taxicab ordinance

FISCAL IMPACT: None

CONTACT(S): John H. Hughes, IV, Assistant City Manager, 434-455-3990
Walter Erwin, City Attorney, 434-455-3980

ATTACHMENT(S):
Ordinance A: Amends Section 37-105 to require taximeters in taxicabs, but gives taxicab drivers who wish to do so, the option of using electronic devices to determine fares
Ordinance B: Leaves Section 37-105 as it is currently worded and only allows taximeters to be used to determine fares.
Letters and emails regarding taxicab ordinance
May 21, 2019 News & Advance article

REVIEWED BY: bms

065R

ORDINANCE A

AN ORDINANCE TO AMEND AND REENACT SECTIONS 37-17, 37-25, 37-28, 37-31, 37-44, 37-55, 37-84, 37-86, 37-88, 37-91, 37-92, 37-93, 37-94, 37-95, 37-97, AND 37-105, OF THE CODE OF THE CITY OF LYNCHBURG, 1981; ANDTO AMEND AND REENACT THE CODE OF THE CITY OF LYNCHBURG, 1981, BY REPEALING SECTIONS 37-18, 37-21, 37-27, 37-30, 37-32, 37-34, 37-36, 37-47, 37-57, 37-107, AND 37-108; THE AMENDED AND REPEALED SECTIONS RELATING TO THE OPERATION AND REGULATION OF TAXICABS WITHIN THE CITY.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LYNCHBURG:

1. That the Code of the City of Lynchburg, 1981, be and the same is hereby amended and reenacted by amending Sections 37-17, 37-25, 37-28, 37-31, 37-44, 37-55, 37-84, 37-86, 37-88, 37-91, 37-92, 37-93, 37-94, 37-95, 37-95, 37-97, and 37-105 as follows:

Sec. 37-17. - Authority of city manager generally.

The inspection of taxicabs, the sealing of taximeters and other activities related to the regulation of taxicabs, consistent with this article, shall be under the control and jurisdiction of the city manager or the city manager’s designee.

Sec. 37-25. - Restriction on number of passengers.

No driver shall permit more than ~~five~~ six persons, ~~other than~~ excluding the driver, to be carried in a taxicab. A child in arms shall not be counted as an additional person.

Sec. 37-28. - Type of vehicle required.

Taxicabs operated within the city shall be vehicles that are designed to transport no more ~~of a closed or sedan type with at least four doors and of not less~~ than ~~five~~ six passengers ~~capacity~~, ~~including~~ excluding the driver.

Sec. 37-31. - Drivers' manifests.

(a) Every taxicab driver shall maintain a daily manifest upon which is recorded all trips made each day, showing the time and place of origin and destination of each trip, ~~and~~ the amount of the fare, and the manner of payment (cash, bank card, electronic transfer, etc.)~~. All such completed manifests shall be returned to the owner by the driver at the conclusion of his hours of duty. The forms for each manifest shall be furnished to the driver by the owner and shall be of a character approved by the city manager.~~

(b) Every taxicab owner or operator shall retain and preserve all drivers' manifests in a safe place for at least one year and such manifests shall be subject to inspection by the ~~city manager and by personnel of the division of~~ the chief of police or the chief’s designee.

Sec. 37-44. - Refusal to accept calls or passengers; failure or refusal to give overall service.

The registration granted to the owner or operator of a taxicab who shall refuse to accept a call anywhere within the city or refuse to accept a passenger for delivery to any place within the city or within one mile of the city when such owner or operator has available a taxicab or who shall fail or refuse to give overall service ~~shall be guilty of a misdemeanor and the registration granted to such owner or operator shall~~ may be suspended or revoked at the discretion of the chief or police or the chief’s designee ~~city manager subject to the provisions of sections 37-74 through 37-77~~, unless the driver can articulate a reasonable concern for his/her personal safety or unless repeated incidences of a taxi having been previously called to that address which calls turned out to be false calls for a fare.

Sec. 37-55. - Required information.

An application for registration shall be filed with the chief of police or the chief's designee and shall be verified under oath and shall furnish the following information:

(a) The name and address of the applicant and shall state that the applicant is at least 21 years of age.

(b) The trade name under which the applicant does or proposes to do business.

(c) If the applicant is a corporation, the officers, directors and principal stockholders of the corporation.

(d) The vehicle identification number (VIN), year, make and model for each vehicle that will be used in the taxicab business.

(e) The color scheme or insignia to be used to designate the vehicle or vehicles of the taxicab business with which the vehicle or vehicles will be associated.

(f) Such further information required by the chief of police and which may be relevant and pertinent to the matter of the issuance of the registration.

Sec. 37-84. - Required.

Every driver shall be registered by the chief of police or the chief's designee before driving any taxicab upon the streets of the city.

Sec. 37-86. - Fee.

A fee of $50.00 shall be paid to the city for processing and investigating the applicant, which fee shall be nonrefundable, and which fee must be paid when the application is submitted.

Sec. 37-88. - Application.

Application for original and renewal registration shall be made to the chief of police or the chief's designee on forms prescribed ~~by the city manager~~ for that purpose. The fee for such registration shall accompany each application for registration. It shall be unlawful for any applicant to willfully omit any information called for on such application form or to give any false information thereon.

Sec. 37-89. - Fingerprinting of applicants.
~~The chief of police shall cause~~ E~~e~~ach applicant for registration shall ~~to~~ be fingerprinted for the purpose of clearing convictions, if any.

Sec. 37-91. - Authority to deny; appeal from denial.

The chief of police or the chief's designee, except in cases where denial of registration is mandatory, after due hearing and upon not less than days' notice in writing to the applicant, such notice to be sent by registered mail to the address given by the applicant in his application or by personal service upon the applicant, either of which shall constitute sufficient form of notice, may deny registration to any applicant, for good cause shown, including the conviction of the applicant for the violation of any of the provisions of this division or of any state law or municipal ordinance. Except in cases where denial of registration is mandatory, the applicant shall have the right, within 20 days from the day registration is denied, to appeal to the judge of the municipal court from the decision of the chief of police denying registration. The decision of the judge of the municipal court after hearing relevant evidence shall be final.

Sec. 37-92. - Registration cards.

Every taxicab driver registered by the chief of police or the chief's designee under the provisions of this division shall be furnished with a card signed by the chief of police or the chief's designee certifying to his registration, which card shall contain a photograph of the taxicab driver made by the police division. Such card shall be conspicuously displayed in a manner directed by the chief of police in the taxicab at all times that the same is in charge of such driver. No driver shall drive a taxicab upon the streets of the city until he shall have secured a registration card from the chief of police or the chief's designee.

Sec. 37-93. - Revocation or suspension—Mandatory revocation generally.

The chief of police or the chief's designee shall forthwith revoke and seize the registration of any taxicab driver upon ascertaining that such driver:

(a) Has, within the preceding three years, been convicted of a felony or petit larceny under the laws of the United States or any state; or,

(b) Has, within the preceding three years, been convicted of driving a motor vehicle while under the influence of intoxicants or any narcotic drug under the laws of any state or municipality; or,

(c) Has, within the preceding year, been convicted of any of the provisions of Code of Virginia, Title 4.1, relating to the transportation or sale of alcoholic beverages, or has been convicted of violating any state law or municipal ordinance relating to the sale or transportation of intoxicating liquors or relating to the sale, transportation, possession or distribution of any other controlled substance; or,

(d) Has, within the preceding year, been convicted of using or allowing the use of a vehicle to aid or promote prostitution or illicit sexual intercourse, or of violating any of the provisions of Code of Virginia, Section 18.2-349; or,

(e) Has, within the preceding year, been convicted of two offenses of reckless driving under the laws of any state or municipality; or,

(f) Has, within the preceding year, been convicted of one offense of reckless driving and two offenses of exceeding the speed limit under the laws of any state or municipality; or,

(g) Has, within the preceding year, been convicted of three offenses of exceeding the speed limit under the laws of any state or municipality.

(h) Does not have in force a valid operator's license issued by the Virginia Department of Motor Vehicles.

When any taxicab driver is charged with any criminal offense that would result in the mandatory revocation of the driver's registration, if convicted, the chief of police or the chief's designee shall suspend the driver's registration until such time as the criminal charges have been resolved.

Sec. 37-94. - Authority of chief of police; notice; appeal from action by chief of police.

The chief of police or the chief's designee, except in cases where revocation is mandatory under section 37-93, after due hearing and upon not less than five days' notice in writing to the taxicab driver, such notice to be sent by registered mail to the address given by the taxicab driver when applying for registration, or by personal service upon the taxicab driver, either of which shall constitute sufficient form of notice, may suspend or revoke the registration of any taxicab driver for good cause shown, including the conviction of the taxicab driver for the violation of any of the provisions of this division or any state law or municipal ordinance. Except in cases where revocation is mandatory under section 37-93, any taxicab driver shall have the right of appeal to the judge of the municipal court within 20 days from the date of suspension or revocation. The decision of the judge of the municipal court after due hearing of relevant evidence shall be final.

Sec. 37-95. - Term.

In the event of revocation or suspension of registration of a driver, other than mandatory revocation, such suspension or revocation shall be for a period fixed by the chief of police, or the chief's designee, or the judge of the municipal court upon appeal, but not exceeding one year.

Sec. 37-97. - Surrender and restoration of registration card.

In the event of any revocation or suspension of registration, the registration card of the driver shall forthwith be surrendered to the chief of police or the chief's designee. In case of suspension only, the registration card shall be restored to the driver at the expiration of the period of suspension.

Sec. 37-105. - Required.

(a) All taxicabs operating under this article shall be equipped with taximeters fastened to the taxicab in front of the passengers, visible to them at all times of the day and night; and, after sundown, the face of the taximeter shall be illuminated.

(b) Drivers may utilize a taximeter for determining the applied fare for the ride. If operating under this method, vehicles shall be equipped with taximeters fastened to the taxicab in front of the passengers, visible to them at all times of the day and night; and, after sundown, the face of the taximeter shall be illuminated. The device shall be verified and maintained according to the regulations of the Virginia Office of Weights and Measures. The applied fare shall be determined using rates as defined in Section 37-109 Rates.

(c) Drivers may utilize an alternate method for determining fares such as a smartphone, navigational computer, or like electronic device. However, the amount of the fare shall be determined using the trip rates, waiting time, and hourly rates set forth in Section 37-109 Rates. An estimate of the fare must be displayed to the passenger prior to engaging the driver for hire. If the actual fare exceeds the previously agreed upon estimated fare by more than 20% due to traffic or some other computational error and the driver does not correct the fare at the time of payment, the passenger will have thirty (30) days to request in writing a refund for this additional amount, to be paid by the driver within thirty (30) days from receipt of this request.

2. That the Code of the City of Lynchburg, 1981, be and the same is hereby amended and reenacted by repealing Sections 37-18, 37-21, 37-27, 37-30, 37-32, 37-34, 37-36, 37-47, 37-57, 37-107, and 37-108.

~~**Sec. 37-18. - Appointment of taxicab inspector.**~~

~~The city manager may designate a person from the personnel of the department of police to act as taxicab inspector as may be necessary to carry out the provisions of this article.~~

~~**Sec. 37-21. - Application of traffic, etc., laws of city and state.**~~

~~All the traffic and other laws of the city and the state applicable thereto shall apply to owners and drivers of taxicabs.~~

~~**Sec. 37-27. - Equipment and condition of vehicles.**~~

~~Every taxicab operated within the city must meet all the requirements of the provisions of this Code and other ordinances of the city and the laws of the state as to lights, brakes, horn and inspection, and must be kept in a good, clean, neat and safe condition and appearance.~~

~~**Sec. 37-30. - Establishment and use of open stands on streets.**~~

~~(a) The city manager may establish open stands in such places upon the streets of the city as he deems necessary for the use of taxicabs operated in the city. Such stands shall not be created without taking into consideration the need for such stands by the taxicab owners and the convenience of the general public. The city manager shall prescribe the number of taxicabs that shall occupy such open stands and shall not create an~~

~~open stand in front of any place of business where the abutting property owner objects to same or where such stand would tend to create a traffic hazard.~~

~~(b) Open stands shall be used by the different drivers on a first-come-first-serve basis. The driver shall pull onto the open stand from the rear and shall advance forward as the taxicab ahead pulls off. Drivers shall stay within five feet of their taxicabs in such stands and shall not engage in loud or boisterous talk while occupying an open stand. Nothing in this section shall be construed as preventing a passenger from boarding a taxicab of his choice that is parked at any such open stand. No vehicle, other than taxicabs, shall at any time occupy a space in a taxicab stand.~~

~~Sec. 37-32. - Records as to receipts, expenses, etc.~~

~~Every taxicab owner or operator shall keep accurate records of receipts and operating expenses, capital expenditures and such other operating information as may be required by the city manager. Every such owner or operator shall maintain the records containing such information and other data required by this section at a place readily accessible for examination by the city manager, or his designated representative.~~

~~Sec. 37-34. - Accident reports.~~

~~All accidents arising from or in connection with the operation of taxicabs which result in death or injury to any person or in damage to any vehicle or to any property shall be reported within 24 hours from the date of occurrence to the police division on a form of report to be furnished or approved by the chief of police.~~

~~Sec. 37-36. - Police to watch taxicab owners, operators and drivers; report, etc., of violations.~~

~~The members of the police department shall watch and observe the conduct of taxicab owners, operators and drivers operating under this article. Upon discovering a violation of the provisions of this article, a member of the police department shall report such violation to the city manager who will order or take appropriate action.~~

~~Sec. 37-47. - Solicitation of passengers; cruising.~~

~~Taxicabs shall not be permitted to stand or cruise, seeking employment, nor shall any person solicit, by word, signal or otherwise, patronage for such vehicles on any street or public property, other than at taxicab stands so designated or assigned for the purpose.~~

~~Sec. 37-57. - Insurance or bond—required.~~

~~No registration shall be issued until the applicant therefor shall submit satisfactory evidence to the chief of police that he has filed with the state corporation commission such insurance policy, letter of credit or bond covering such liability or property damage as may be required by state law.~~

~~Sec. 37-107. - Inspection generally; procedure in case of inaccuracy.~~

~~Taximeters shall be subject to inspection from time to time by the police department. Any inspector or other officer of such department or any officer designated by the city manager, may either on complaint of any person or without such complaint, inspect any such taximeter and, upon discovery of any inaccuracy therein, shall notify the person operating such taxicab to cease operation. Thereupon, such taxicab shall be kept off the streets until the taximeter is repaired and in the required working condition or until such taximeter has been replaced in the taxicab by a properly working taximeter.~~

~~Sec. 37-108. - Rules and regulations as to inspection and sealing.~~

~~The city manager may promulgate additional rules and regulations regarding the inspection of taximeters and the sealing of such taximeters if he deems it in the public interest to do so.~~

3. That this ordinance shall become effective upon its adoption.

Adopted:

Certified: ________________________________
Clerk of Council

ORDINANCE B

AN ORDINANCE TO AMEND AND REENACT SECTIONS 37-17, 37-25, 37-28, 37-31, 37-44, 37-55, 37-84, 37-86, 37-88, 37-91, 37-92, 37-93, 37-94, 37-95, AND 37-97, OF THE CODE OF THE CITY OF LYNCHBURG, 1981; ANDTO AMEND AND REENACT THE CODE OF THE CITY OF LYNCHBURG, 1981, BY REPEALING SECTIONS 37-18, 37-21, 37-27, 37-30, 37-32, 37-34, 37-36, 37-47, 37-57, 37-107, AND 37-108; THE AMENDED AND REPEALED SECTIONS RELATING TO THE OPERATION AND REGULATION OF TAXICABS WITHIN THE CITY.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF LYNCHBURG:

1. That the Code of the City of Lynchburg, 1981, be and the same is hereby amended and reenacted by amending Sections 37-17, 37-25, 37-28, 37-31, 37-44, 37-55, 37-84, 37-86, 37-88, 37-91, 37-92, 37-93, 37-94, 37-95, 37-95, 37-97, and 37-105 as follows:

Sec. 37-17. - Authority of city manager generally.

The inspection of taxicabs, the sealing of taximeters and other activities related to the regulation of taxicabs, consistent with this article, shall be under the control and jurisdiction of the city manager <u>or the city manager's designee</u>.

Sec. 37-25. - Restriction on number of passengers.

No driver shall permit more than ~~five~~ <u>six</u> persons, ~~other than~~ excluding the driver, to be carried in a taxicab. A child in arms shall not be counted as an additional person.

Sec. 37-28. - Type of vehicle required.

Taxicabs operated within the city shall be <u>vehicles that are designed to transport no more</u> ~~of a closed or sedan type with at least four doors and of not less~~ than ~~five~~ <u>six</u> passenger<u>s</u> ~~capacity~~, ~~including~~ <u>excluding</u> the driver.

Sec. 37-31. - Drivers' manifests.

(a) Every taxicab driver shall maintain a daily manifest upon which is recorded all trips made each day, showing the time and place of origin and destination of each trip, ~~and~~ the amount of the fare, <u>and the manner of payment (cash, bank card, electronic transfer, etc.)</u>. ~~All such completed manifests shall be returned to the owner by the driver at the conclusion of his hours of duty. The forms for each manifest shall be furnished to the driver by the owner and shall be of a character approved by the city manager.~~

(b) Every taxicab owner or operator shall retain and preserve all drivers' manifests in a safe place for at least one year and such manifests shall be subject to inspection by the ~~city manager and by personnel of the division of~~ <u>the chief of</u> police <u>or the chief's designee</u>.

Sec. 37-44. - Refusal to accept calls or passengers; failure or refusal to give overall service.

The <u>registration granted to the</u> owner or operator of a taxicab who shall refuse to accept a call anywhere within the city or refuse to accept a passenger for delivery to any place within the city or within one mile of the city when such owner or operator has available a taxicab or who shall fail or refuse to give overall service ~~shall be guilty of a misdemeanor and the registration granted to such owner or operator shall~~ <u>may</u> be suspended or revoked at the discretion of the <u>chief or police or the chief's designee</u> ~~city manager subject to the provisions of sections 37-74 through 37-77~~, unless the driver can articulate a reasonable concern for his/her personal safety or unless repeated incidences of a taxi having been previously called to that address which calls turned out to be false calls for a fare.

Sec. 37-55. - Required information.

An application for registration shall be filed with the chief of police or the chief’s designee and shall be verified under oath and shall furnish the following information:

(a) The name and address of the applicant and shall state that the applicant is at least 21 years of age.

(b) The trade name under which the applicant does or proposes to do business.

(c) If the applicant is a corporation, the officers, directors and principal stockholders of the corporation.

(d) The vehicle identification number (VIN), year, make and model for each vehicle that will be used in the taxicab business.

(e) The color scheme or insignia to be used to designate the vehicle or vehicles of the taxicab business with which the vehicle or vehicles will be associated.

(f) Such further information required by the chief of police and which may be relevant and pertinent to the matter of the issuance of the registration.

Sec. 37-84. - Required.

Every driver shall be registered by the chief of police or the chief’s designee before driving any taxicab upon the streets of the city.

Sec. 37-86. - Fee.

A fee of $50.00 shall be paid to the city for processing and investigating the applicant, which fee shall be nonrefundable, and which fee must be paid when the application is submitted.

Sec. 37-88. - Application.

Application for original and renewal registration shall be made to the chief of police or the chief’s designee on forms prescribed ~~by the city manager~~ for that purpose. The fee for such registration shall accompany each application for registration. It shall be unlawful for any applicant to willfully omit any information called for on such application form or to give any false information thereon.

Sec. 37-89. - Fingerprinting of applicants.
~~The chief of police shall cause~~ E~~e~~ach applicant for registration shall ~~to~~ be fingerprinted for the purpose of clearing convictions, if any.

Sec. 37-91. - Authority to deny; appeal from denial.

The chief of police or the chief’s designee, except in cases where denial of registration is mandatory, after due hearing and upon not less than days' notice in writing to the applicant, such notice to be sent by registered mail to the address given by the applicant in his application or by personal service upon the applicant, either of which shall constitute sufficient form of notice, may deny registration to any applicant, for good cause shown, including the conviction of the applicant for the violation of any of the provisions of this division or of any state law or municipal ordinance. Except in cases where denial of registration is mandatory, the applicant shall have the right, within 20 days from the day registration is denied, to appeal to the judge of the municipal court from the decision of the chief of police denying registration. The decision of the judge of the municipal court after hearing relevant evidence shall be final.

Sec. 37-92. - Registration cards.

Every taxicab driver registered by the chief of police <u>or the chief’s designee</u> under the provisions of this division shall be furnished with a card signed by the chief of police <u>or the chief’s designee</u> certifying to his registration, which card shall contain a photograph of the taxicab driver made by the police division. Such card shall be conspicuously displayed in a manner directed by the chief of police in the taxicab at all times that the same is in charge of such driver. No driver shall drive a taxicab upon the streets of the city until he shall have secured a registration card from the chief of police <u>or the chief’s designee</u>.

Sec. 37-93. - Revocation or suspension—Mandatory revocation generally.

The chief of police <u>or the chief’s designee</u> shall forthwith revoke and seize the registration of any taxicab driver upon ascertaining that such driver:

(a) Has, within the preceding three years, been convicted of a felony or petit larceny under the laws of the United States or any state; or,

(b) Has, within the preceding three years, been convicted of driving a motor vehicle while under the influence of intoxicants or any narcotic drug under the laws of any state or municipality; or,

(c) Has, within the preceding year, been convicted of any of the provisions of Code of Virginia, Title 4.1, relating to the transportation or sale of alcoholic beverages, or has been convicted of violating any state law or municipal ordinance relating to the sale or transportation of intoxicating liquors or relating to the sale, transportation, possession or distribution of any other controlled substance; or,

(d) Has, within the preceding year, been convicted of using or allowing the use of a vehicle to aid or promote prostitution or illicit sexual intercourse, or of violating any of the provisions of Code of Virginia, Section 18.2-349; or,

(e) Has, within the preceding year, been convicted of two offenses of reckless driving under the laws of any state or municipality; or,

(f) Has, within the preceding year, been convicted of one offense of reckless driving and two offenses of exceeding the speed limit under the laws of any state or municipality; or,

(g) Has, within the preceding year, been convicted of three offenses of exceeding the speed limit under the laws of any state or municipality.

(h) Does not have in force a valid operator’s license issued by the Virginia Department of Motor Vehicles.

When any taxicab driver is charged with any criminal offense that would result in the mandatory revocation of the driver's registration, if convicted, the chief of police <u>or the chief’s designee</u> shall suspend the driver's registration until such time as the criminal charges have been resolved.

Sec. 37-94. - Authority of chief of police; notice; appeal from action by chief of police.

The chief of police <u>or the chief’s designee</u>, except in cases where revocation is mandatory under section 37-93, after due hearing and upon not less than five days' notice in writing to the taxicab driver, such notice to be sent by registered mail to the address given by the taxicab driver when applying for registration, or by personal service upon the taxicab driver, either of which shall constitute sufficient form of notice, may suspend or revoke the registration of any taxicab driver for good cause shown, including the conviction of the taxicab driver for the violation of any of the provisions of this division or any state law or municipal ordinance. Except in cases where revocation is mandatory under section 37-93, any taxicab driver shall have the right of appeal to the judge of the municipal court within 20 days from the date of suspension or revocation. The decision of the judge of the municipal court after due hearing of relevant evidence shall be final.

Sec. 37-95. - Term.

In the event of revocation or suspension of registration of a driver, other than mandatory revocation, such suspension or revocation shall be for a period fixed by the chief of police, <u>or the chief's designee,</u> or the judge of the municipal court upon appeal, but not exceeding one year.

Sec. 37-97. - Surrender and restoration of registration card.

In the event of any revocation or suspension of registration, the registration card of the driver shall forthwith be surrendered to the chief of police <u>or the chief's designee</u>. In case of suspension only, the registration card shall be restored to the driver at the expiration of the period of suspension.

2. That the Code of the City of Lynchburg, 1981, be and the same is hereby amended and reenacted by repealing Sections 37-18, 37-21, 37-27, 37-30, 37-32, 37-34, 37-36, 37-47, 37-57, 37-107, and 37-108.

~~**Sec. 37-18. - Appointment of taxicab inspector.**~~

~~The city manager may designate a person from the personnel of the department of police to act as taxicab inspector as may be necessary to carry out the provisions of this article.~~

~~**Sec. 37-21. - Application of traffic, etc., laws of city and state.**~~

~~All the traffic and other laws of the city and the state applicable thereto shall apply to owners and drivers of taxicabs.~~

~~**Sec. 37-27. - Equipment and condition of vehicles.**~~

~~Every taxicab operated within the city must meet all the requirements of the provisions of this Code and other ordinances of the city and the laws of the state as to lights, brakes, horn and inspection, and must be kept in a good, clean, neat and safe condition and appearance.~~

~~**Sec. 37-30. - Establishment and use of open stands on streets.**~~

~~(a) The city manager may establish open stands in such places upon the streets of the city as he deems necessary for the use of taxicabs operated in the city. Such stands shall not be created without taking into consideration the need for such stands by the taxicab owners and the convenience of the general public. The city manager shall prescribe the number of taxicabs that shall occupy such open stands and shall not create an open stand in front of any place of business where the abutting property owner objects to same or where such stand would tend to create a traffic hazard.~~

~~(b) Open stands shall be used by the different drivers on a first-come-first-serve basis. The driver shall pull onto the open stand from the rear and shall advance forward as the taxicab ahead pulls off. Drivers shall stay within five feet of their taxicabs in such stands and shall not engage in loud or boisterous talk while occupying an open stand. Nothing in this section shall be construed as preventing a passenger from boarding a taxicab of his choice that is parked at any such open stand. No vehicle, other than taxicabs, shall at any time occupy a space in a taxicab stand.~~

~~**Sec. 37-32. - Records as to receipts, expenses, etc.**~~

~~Every taxicab owner or operator shall keep accurate records of receipts and operating expenses, capital expenditures and such other operating information as may be required by the city manager. Every such owner or operator shall maintain the records containing such information and other data required by this section at a place readily accessible for examination by the city manager, or his designated representative.~~

~~**Sec. 37-34. - Accident reports.**~~

~~All accidents arising from or in connection with the operation of taxicabs which result in death or injury to any person or in damage to any vehicle or to any property shall be reported within 24 hours from the date of occurrence to the police division on a form of report to be furnished or approved by the chief of police.~~

~~Sec. 37-36. - Police to watch taxicab owners, operators and drivers; report, etc., of violations.~~

~~The members of the police department shall watch and observe the conduct of taxicab owners, operators and drivers operating under this article. Upon discovering a violation of the provisions of this article, a member of the police department shall report such violation to the city manager who will order or take appropriate action.~~

~~Sec. 37-47. - Solicitation of passengers; cruising.~~

~~Taxicabs shall not be permitted to stand or cruise, seeking employment, nor shall any person solicit, by word, signal or otherwise, patronage for such vehicles on any street or public property, other than at taxicab stands so designated or assigned for the purpose.~~

~~Sec. 37-57. - Insurance or bond—required.~~

~~No registration shall be issued until the applicant therefor shall submit satisfactory evidence to the chief of police that he has filed with the state corporation commission such insurance policy, letter of credit or bond covering such liability or property damage as may be required by state law.~~

~~Sec. 37-107. - Inspection generally; procedure in case of inaccuracy.~~

~~Taximeters shall be subject to inspection from time to time by the police department. Any inspector or other officer of such department or any officer designated by the city manager, may either on complaint of any person or without such complaint, inspect any such taximeter and, upon discovery of any inaccuracy therein, shall notify the person operating such taxicab to cease operation. Thereupon, such taxicab shall be kept off the streets until the taximeter is repaired and in the required working condition or until such taximeter has been replaced in the taxicab by a properly working taximeter.~~

~~Sec. 37-108. - Rules and regulations as to inspection and sealing.~~

~~The city manager may promulgate additional rules and regulations regarding the inspection of taximeters and the sealing of such taximeters if he deems it in the public interest to do so.~~

3. That this ordinance shall become effective upon its adoption.

Adopted:

Certified: ________________________________

Clerk of Council

Hughes, John

From: Serge Asensio <Serge@Toplinegroup.com>
Sent: Tuesday, May 14, 2019 11:43 PM
To: Hughes, John
Subject: City Council Review of Taxi Regulations

CAUTION: External Sender

Dear Mr. Hughes,

It is my understanding that the Lynchburg city council is studying possible new local taxi regulations that would permit taxi drivers the option to charge fares using either a taximeter (current state), or any GPS-enabled smartphone app (possible future state). I encourage you and other city council members to push forward with this change in regulations.

As an employer in the city of Lynchburg, I can tell you that one of the major impediments to getting employees to show up for work is a lack of reliable and/or economical transportation. I also know from the experience of my daughter, who works as a teacher's assistant at minimum wage, that it is more economical for her to miss a day of work when her car breaks down, than to pay for taxi fare to/from work. As a result, the school system, my daughter, and the taxi company, all lose. If we can make transportation affordable, employees can get to work, employers can count on a reliable work force, and taxi companies can make more money from increased volume.

I believe that updating antiquated taxi regulations to take into account both current technology and buying habits of a younger generation, will ultimately help the taxi companies, employers, and the less fortunate among us who don't own private automobiles. It would also put Lynchburg on-the-map as a forward-leaning employer-friendly city that can attract new companies and employees, and thereby improve the tax base and welfare of all its citizens.

I encourage you and other city council members to put Lynchburg ahead of the curve when it comes to new technologies, and their impact on transportation. Let's show other cities how it's done, by bringing our taxi regulations into the 21st century.

Sincerely,

SERGE ASENSIO
MANAGING DIRECTOR
D. 434-258-1599 | SERGE@TOPLINEGROUP.COM
WWW.TOPLINEGROUP.COM

TopLine Group
Putting Your Customer Data to Work

Hughes, John

From: Carl Putnam <carlputnam@comcast.net>
Sent: Wednesday, May 15, 2019 7:42 AM
To: Hughes, John
Subject: FW: Taxi Regulations

CAUTION: External Sender

Mr. Hughes,
I am writing to you in support of the update to the proposed taxi regulations before the city council now. To me the only valid objection is the taxi driver's concern that their business model will change and incomes will plummet. One of the taxi drivers mentioned he was concerned about a "price war" if the new regulations were adopted since smart phone apps w/ competitive pricing would be allowed.

1. Uber and Lyft already operate in the city so the "price war" is already ongoing and the taxi drivers have no ammunition.
2. Less and less people will utilize a traditional taxi company when a ride and a price are easily obtained online.
3. More efficient markets make money for everyone because volumes increase and friction decreases.
4. Change is scary when your income depends on it but as Thanos said "Dread it, run from it, destiny arrives all the same." Seriously, the taxi drivers will have to adapt their methods and learn new skills but we all do, that is a 21st century reality.
5. The old regulations are archaic. They predate modern safety equipment and vehicles.
6. The new regulations are generically written so there is nothing stopping anyone from making a better mousetrap.

Carl Putnam, PE
h/o (434) 384-2514
c (434) 426-9242

Hughes, John

From:	Scot McCarthy <scot.mccarthy@stylewisepartners.com>
Sent:	Wednesday, May 15, 2019 9:01 AM
To:	Hughes, John
Cc:	Scot McCarthy
Subject:	Please Update Taxi Regulations

CAUTION: **External Sender**

Dear Mr. Hughes,

I understand that the Lynchburg city council is studying new local taxi regulations that would permit taxi drivers the option to charge fares using either a taximeter or any GPS-enabled smartphone app. I encourage you and other city council members to push forward with this change in regulations.

I have been a resident, a Workforce Development focused HR employee, and a consulting business owner in the city of Lynchburg since 2002. I can tell you that one of the major challenges employers continuously share with me is employees not showing up for work due to a lack of reliable and/or economical transportation. After working at Centra Health for 6 years I can also speak to the high volume of patients in our region that don't show up for follow up appointments due to lack of affordable transportation, which just leads to more significant and costly health care issues down the road. If we can make transportation affordable, employees can get to work, employers can count on a reliable work force, we'll impact individual and aggregate health care challenges, and taxi drivers/companies can benefit from a re-leveled playing field.

City Council has an opportunity to update our antiquated taxi regulations and have our system utilized technology to match the revised purchase habits of today's society. This will ultimately help the taxi companies, employers, and the less fortunate among us who don't own private automobiles. It would also help put Lynchburg on-the-map as a forward-leaning employer-friendly city that can attract new companies and employees, and thereby improve the tax base and welfare of all its citizens.

I encourage you and other city council members to put Lynchburg ahead of the curve when it comes to new technologies, and their impact on transportation. Let's show other cities how it's done, by bringing our taxi regulations into the 21st century.

All the best,
Scot

Scot McCarthy
Founder and Principal Consultant
StyleWise Partners, LLC
434-333-5651
scot.mccarthy@stylewisepartners.com
www.stylewisepartners.com

HumanKind

May 16, 2019

Mr. John H. Hughes, IV
Assistant City Manager
City of Lynchburg
900 Church Street
Lynchburg, VA 24504

Dear John,

In recent conversations with Dr. John Salmon, I have become aware of the challenge facing City Council as it relates to taxis and other ride hailing services. As I understand it, his proposal is for our Taxi companies to continue to enjoy the use of their meter ride services while having the option to upgrade to new application based services should they choose.

Dr. Salmon's transportation application has the potential to address significant transportation needs of families we serve by providing a much more seamless system for volunteers to provide safe and secure rides. These rides will support our employers, schools and health system as well as provide better access to healthy nutrition options and social supports.

Please consider carefully the opportunity for Lynchburg to be a leader in innovative rideshare opportunities for our citizens while maintaining the desire of taxis companies to retain their fare systems. As we strive to positively impact poverty in our community, transportation is critical for working families. Updating how we define hailed and ridesharing will move us in the right direction.

Sincerely,

Robert S. Dendy, Jr.
President and CEO

From: Schubert, Jeremy M <jeremy.schubert@abbott.com>
Sent: Friday, May 17, 2019 2:00 PM
To: Hughes, John
Subject: Transportation Consideration

CAUTION: External Sender

Dear Mr. Hughes,

I'm writing in regards to the upcoming discussions your city council will be having on transportation ... particularly rules governing taxi fares.

I'm sure the City Council understands the importance of a robust healthcare system ... what may not be as obvious is the role transportation plays in maintaining or regaining health for a city or population.

Transportation consistently ranks among the most important social determinants of health. In fact, it is estimated that each year 3.6 million people in the United States do not obtain medical care due to transportation issues (Source: AHA). This pales in comparison to the number of citizens who cannot access base inputs to health such as food, education, and connection with the community (e.g. church, activities, etc.) due to transportation limitations. Whether it's an inability to access a vehicle, cost of transportation, or poor policy ... many citizens are left unable to navigate their communities or take advantage of health services due to transportation.

Unfortunately, this lack of access to transportation (particularly high fares) adversely impacts the most vulnerable of our citizens notably those with low income.

As you and the council consider options for modernizing transportation, I would recommend considering the potential health gains available for your citizens.

As support, I'm attaching several websites that might help shed some light on the magnitude of this opportunity.

All the best,

Jeremy Schubert, M.P.H.

Sources:
https://www.aha.org/ahahret-guides/2017-11-15-social-determinants-health-series-transportation-and-role-hospitals
https://mapublichealth.org/2016/02/05/spotlight-transportation-as-a-social-determinant-of-health-why-transportation-is-a-public-health-issue/
https://patientengagementhit.com/news/3-top-strategies-to-address-the-social-determinants-of-health
https://www.hhnmag.com/articles/8712-new-guide-exemplifies-how-access-transportation-can-affect-health

5/20/2019
6:41am

One of the first people I sat down with was Tony West, owner of Yellow Cab. At that time, I did not have a functioning app, so explaining what I wanted to do was very difficult. Let's face it, all of this is new to our generation.

Last week, I spoke with several restaurant owners. I wanted to gauge their interest in creating their own transportation network, one which will "nest" inside the public network. They will be able to offer discounts to their customers, combining directed advertising with the ability to make it easier for customers to get to their businesses without concern for parking, or worry about that second beer.

I was surprised to discover that not only would this be of benefit, but they are very interested in apps like Uber Eats or Waitr. These smartphone apps allow restaurants to offer delivery without the difficulty of hiring drivers and managing yet another aspect of the business. However, these services are quite expensive, but participating is almost a requirement to stay competitive.

I will offer the same service, but it will be free; I don't have to charge them to use the software, there is no cost for us to do that, and if it improves the commerce in the city and the profitability of our businesses (and drivers), this is a good thing. Adding this feature to MoveUP is simple; it's not much different to call a driver to a restaurant to take a passenger home than it is to deliver a meal. I have also begun working with people at J. Crew and Abbott to use the app to facilitate their employees and those of other 24-hour businesses to getting to work more easily. It will allow workers from a variety of businesses to coordinate and make the system viable, where now their lack of connectivity makes it all but impossible. This will be more options for us, more options for businesses, more options for drivers of our city transportation network.

These things are all new to us. Taxicabs are resistant to allowing these new conveniences, even while permitting them to continue to do business exactly as they have been with existing customers. This is the equivalent of a market demanding that grocers remain a cash-only business because they don't understand these strange, plastic, "credit card" things, and they don't want to have to compete with more flexible systems.

Sunday evening, we ate dinner at RA Bistro, the same restaurant owned by Tony West, where he and I first met to discuss the concept of a unified transportation network. Mr. West and his drivers remain opposed to the revisions to taxi regulations. I am going to create a free transportation network that he could use to attract business, and a free electronic delivery system leveraging the same network. How ironic would it be if his own taxi drivers were prevented by ancient city code from participating in this process?

Taxis are the foundation of our city's transportation system, the segment that we control. We have an opportunity to tremendously expand their functionality, their usefulness, even their profitability. Transportation is of critical important to all of us, not just a small group who may fear change or the unknown. We cannot afford to continue to languish in a world where a growing number are being left behind. We have to act – to evolve – if we wish to survive and thrive, and we have to do it together.

Please consider the adoption of the changes to taxicab regulations as written.

Sincerely,

John Salmon

Hughes, John

From: Bryan Vorce <bryanvorce@gmail.com>
Sent: Tuesday, May 21, 2019 5:03 PM
To: Hughes, John
Subject: Taxi Updates

CAUTION: External Sender

I'd like to support the adoption of these proposed regulations of our taxis, to enable a fully integrated transportation network for the city.

Bryan Vorce
--
Thank you

From:	Hughes, John
To:	Susan Richards
Cc:	Craig, Robin
Subject:	RE: For City Council, please
Date:	Thursday, May 23, 2019 2:21:11 PM

Greeting, Ms. Richards.
Thank you for this correspondence.

I've included the Clerk of Council, Ms. Robin Craig on this response.

Yours,
John

John H. Hughes, IV, MBA
Assistant City Manager
900 Church Street
Lynchburg, VA 24504
(434) 455-3990

From: Susan Richards [mailto:susan@dayrichenterprises.com]
Sent: Thursday, May 23, 2019 2:20 PM
To: Hughes, John
Subject: For City Council, please

CAUTION: External Sender

Dear Mr. Hughes,

I am writing in support of the taxicab regulation changes currently before City Council, and on the agenda for a vote Tuesday, May 28, 2019. I would appreciate your kind assistance in forwarding this email to the members of City Council on my behalf.

Under the current system which requires taxis to use a taximeter, our taxi drivers and owners of taxi fleets are at a distinct disadvantage to other transportation services which offer the convenience of an app on a mobile device, a pre-arranged and agreed fee, and automatic payment by the rider through the use of the app.

The change to the 1931 regulation would allow current taxi drivers to offer their customers the option to ride and pay using the taximeter, or to ride and pay using a transportation app.

At this time, our taxi drivers are losing business to drivers for transportation apps such as Uber and Lyft which offer the convenience of having payment information stored in the apps, thereby eliminating the need for cash or credit card when hailing the service. Additionally, when hailing one of these services, riders know in advance how much they will be charged, regardless of traffic, re-routing for construction, or other factors which may have an impact on their ride. Finally, they offer the convenience of the user seeing which drivers may be available, how close they are to one's location, and information to identify the driver and the vehicle.

I believe we should allow our trained, professional taxi drivers the same business advantages currently available to anyone with a vehicle who signs up to drive for one of these apps.

The taxi drivers know how to drive, they know our city streets and neighborhoods, they understand and respect parking restrictions, they are familiar with alternative routes to avoid traffic and construction routes – they offer a professional transportation experience – and we should remove the restrictions which prevent them from capturing a fair share of the market through transportation apps.

There likely always will be taxi customers who prefer to have their taxi fare calculated by a taximeter and changing this regulation will not change their ability to do so. But technology is changing and transportation apps are ubiquitous – it's time we give our valuable taxi drivers an even playing field, if not an advantage.

Regarding the objection that taxi fleet owners could lose control over the use of their cabs by drivers, I would offer the following: first, they can install a proprietary mobile device in the cabs to be used by the drivers; and second, the same drivers who are giving rides "off book" will continue to do that whether using the taximeter or a transportation app.

It's time to update the 88 year old taxi regulations to reflect current technology and trends. It's time to allow our valued taxi drivers to break away from the 1931 regulation and utilize 2019 tools to grow their businesses.

Respectfully submitted,
Susan Richards

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The News & Advance

May 21, 2019

City council still considering taxicab regulation changes

By Carrie Dungan
cdungan@newsadvance.com

As Lynchburg works toward an overhaul of its taxicab laws, city council wants to ensure all stakeholders are considered in updated regulations.

Last week, council members spent more than an hour discussing proposed amendments to the city's taxi regulations that would allow taxis to use either a taximeter or navigational computers, such as a phone's GPS, to set rates.

The request to update the city's decades-old laws originated from Dr. Jay Salmon, a Centra pathologist who has created a transportation app called MoveUP to unify the community's transit options on one platform.

City staff first presented proposed ordinance updates in a January council meeting. During a public hearing at that meeting, four Lynchburg taxicab owners and operators shared concerns about the ordinance and said they wanted to be involved in discussions about the updates.

Since then, Assistant City Manager John Hughes said staff has met with taxi representatives and Salmon to inform regulation changes. Through these discussions, City Attorney Walter Erwin has worked with stakeholders to identify additional, smaller changes to the ordinance such as striking several outdated provisions from the regulations.

Last week, Kim Dyke-Harsley shared concerns with council members as a taxi customer and operator. She said many of the city's taxi drivers are not in favor of removing the requirement to use a taximeter — as they have since the city implemented a taxi ordinance in 1931 — because passengers want them to remain regulated by the city.

She said customers feel safe in Lynchburg's taxicabs when they can watch the taximeter run throughout the duration of their journey. An app could take away the transparency of the fare.

Erwin told council members he received similar feedback early last week.

In a Monday phone interview, a local owner said he was amenable to the proposed changes. Uzziel Wilson, an owner and manager of Central Virginia Yellow Cab Company, said his company is on board with the updates.

"We're in agreeance with anything that's going to help the city of Lynchburg, its citizens and its visitors," he said. "If there is an issue where we have certain customers who prefer using the meter, then that's fine and that's how we'll operate. If there are certain calls that come through the app where we have to use the electronic device, we're happy to do that as well."

Wilson said many of his company's rates for rides are prearranged through contracts, and he sees the app as a similar method.

Jawanza Thomas, a board member and owner with Allied Cab, has been in the taxi business for 24 years and attended city meetings about the changes.

"Having an additional method is not so much of an issue as far as I am concerned as long as the rate of the fare is still regulated and established by council," he said.

Thomas said he thinks the use of technology eventually will be accepted by riders, but many traditional passengers are used to seeing the fare calculated as they ride.

"But now, here's where I stand — when technology changes, you have to adjust and adapt to those changes," he said. "One of the constants in life, one of the most inevitable, is change. I understand moving forward with technology and society is moving that way. Most people now conduct their business transactions in these little devices that we hold in our hands every day."

Robert Williams, owner of Gray Top Cab, said he is against the proposal to allow use of alternative methods to set rates.

"The bottom line is we have been operating with taximeters for a specific reason," he said.

Williams cited accountability as one reason he wants the city to only permit taximeters. With the meters, owners can keep track of their drivers and have a record of where they go with passengers.

Salmon said in a Monday phone interview MoveUP tracks all data from its drivers, including pickup and drop-off locations. He said he wants to include taxicabs in the app because they are the city's fundamental transportation system.

However, Lynchburg still has a great need for other transportation assets in the city, Salmon said, as substantiated by the 2019 Centra Lynchburg Area Community Health Needs Assessment that identified transportation as one of the area's biggest necessities.

The MoveUP app, which currently is designed for iPhones but eventually will serve Android users as well, connects riders with drivers that are able to meet specific needs, like transporting an electric wheelchair or child.

MoveUP will be free for users to download. Drivers will be able to set their fares within the app so riders can select the transportation method that best meets their need. Salmon and the developers will not receive any profit or cut from those who use MoveUP.

Last week, council members weighed the current proposal and the feedback from taxi drivers.

They questioned both Salmon and Dyke-Harsley about their desires for the regulations and after additional discussion, At-large Councilwoman Mayor Treney Tweedy suggested revisiting the changes at the May 28 council meeting. She said this would give council time to reflect on the proposal before making a final decision at that meeting.

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **May 28, 2019** AGENDA ITEM #: **15**

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

ITEM TITLE: Appropriation of the Community Wealth Building - Temporary Assistance for Needy Families Grant In-Kind Match

KEY ELEMENTS:
_X_Economic Development _X_Excellent Government __Natural and Built Environment __ Safe Community _X Vibrant Community

RECOMMENDATION: Adopt a resolution to amend the FY 2019 City/Federal/State Aid Fund Budget and appropriate $18,638 as the in-kind match to the $163,204 appropriated with resources from the Temporary Assistance for Needy Families (TANF) Community Wealth Building (CWB) Grant. This grant is administered by the Virginia Department of Social Services (VDSS).

SUMMARY: The City submitted a TANF CWB grant application in November 2018 to the VDSS with the objective of furthering the City's efforts related to poverty reduction and increasing median household income. The Intent to Award letter was received from VDSS which indicated Lynchburg was awarded $163,204. Funding is allocated over the remainder of FY 2019 and throughout FY 2020. These funds will be used to expand current TechHire and Getting Ahead programs and to support additional programming within the City's poverty reduction framework.

The required match for the City is 10% (based on a formula, not directly 10% of request). In-kind services are eligible for the match resulting in no additional cash contribution from the City. This match will be achieved through in-kind expenditures associated with the management of affiliated programs, a portion of staff salaries, and office use for program staff/participants in the amount of $18,638.

PRIOR ACTION(S): November 27, 2018, Finance Committee (Notice of Application)
February 26, 2019, Finance Committee
March 12, 2019, Adoption of Resolution #R-19-015 to appropriate $163,204
May 28, 2019, Finance Committee

FISCAL IMPACT: Local in-kind match of $18,638 (formula driven calculation)

CONTACT(S): John H. Hughes, IV, Assistant City Manager, 455-3990

ATTACHMENT(S): Resolution
Notice of Intent to Award

REVIEWED BY: bms

066R

RESOLUTION:

BE IT RESOLVED that the FY 2019 City/Federal/State Aid Fund budget is amended and $18,638 is appropriated as an in-kind services match to the $163,204 previously appropriated with resources from the Commonwealth of Virginia Department of Social Services (VDSS) through the Employment for Temporary Assistance for Needy Families (TANF) Community Wealth Building (CWB) Grant.

Introduced: Adopted:

Certified: ________________________________
Clerk of Council

COMMONWEALTH of VIRGINIA

DEPARTMENT OF SOCIAL SERVICES

NOTICE OF INTENT TO AWARD

Date January 11, 2019

Commodity: Employment for TANF Participants
In Response to RFA No. BEN-19-024

Career Support Services	$ 482,625.00
City of Charlottesville	$ 56,630.00
City of Hampton	$ 230,849.60
City of Lynchburg	$ 163,204.79
City of Martinsville	$ 271,203.83
City of Norfolk	$ 410,714.00
City of Williamsburg	$ 159,302.61
Danville Community College	$ 257,518.48
Louise W. Eggleston Center	$ 88,272.41
Job Assistance Center	$ 297,010.38
Literacy Council of Northern VA	$ 104,004.63
Melwood	$ 248,558.27
MVLE	$ 216,702.81
Newport News - CSB	$ 896,802.58
Northern Virginia Family	$ 402,008.58
NW Works	$ 284,041.13
Service Source	$ 184,041.05
Skillsource Group	$ 241,070.40
The Choice Group	$ 280,938.71
Worksource Enterprises	$ 96,585.59

Purchase Officer or Contract Officer