September 28, 2021

Finance Committee Meeting – CANCELED

AGENDA

City Council Meeting of September 28, 2021
Council Chamber | City Hall, 900 Church Street, Lynchburg, VA 24504

4:00 P.M. WORK SESSION

1. Introductions by City Manager Wynter C. Benda

2. Parks & Recreation Needs Assessment and Comprehensive Park Master Plan Presentation

3. Water Resources 20 Year Capital Improvement Plan Presentation

4. Business Item Briefings:

    a. Manassas Street ROW Vacation
    (This item will appear for Council action on October 12, 2021, Public Hearing)

    b. Poindexter Street ROW Vacation
    (This item will appear for Council action on October 12, 2021, Public Hearing)

    c. FY 2021 Fourth Quarter and FY 2022 First Quarter Adjustments
    (This item will appear for Council action on September 28, 2021, General Business)

5. Roll Call

7:30 P.M.
City Council Agenda Items

VICE MAYOR WRIGHT WILL GIVE THE INVOCATION

GENERAL POLICY REGARDING PUBLIC PARTICIPATION AT CITY COUNCIL MEETINGS

Each speaker shall clearly state his or her name and locality of residence.

The City Council agenda is divided into four sections.

CONSENT AGENDA: This section includes routine items. All items may be approved by one vote.

PUBLIC HEARINGS: This section includes all public hearings as required by law or as Council may direct.

Procedure:

- Staff will make a presentation.
- For zoning petitions, the applicant or his or her representative shall have ten (10) minutes to make a presentation.
- Comments will then be solicited from those in favor.
- Comments will then be solicited from those in opposition.

During the public hearing, there shall be a time limit of three (3) minutes for each individual speaker. If the speaker represents a group, there shall be a time limit of five (5) minutes. A speaker representing a group shall identify that group at the beginning of his or her remarks. A group may have only one spokesperson. After public comments have been received, for zoning petitions, the applicant or the representative of the applicant, at his or her discretion, may respond with a rebuttal. There shall be a five (5)-minute time limit for rebuttal. Upon the conclusion of public comments or the applicant's rebuttal, the public hearing will be closed and the matter referred to Council for deliberation.

PUBLIC COMMENT: Public comment shall be for the purpose of allowing members of the public to present any matter, which, in their opinion, deserves the attention of the Council. They shall not serve as a forum for debate with the Council. Individuals may speak up to three (3) minutes; or group spokesperson up to five (5) minutes. Once Council has heard a presentation from a citizen or organization on a particular subject, the citizen or organization may not make another presentation on the same subject within three (3) months of the first presentation, except by a majority vote of the members of Council present and voting.

GENERAL BUSINESS: This section includes items of a general nature to be considered by Council.

City Council may make exceptions to these rules at its discretion. Prior to a meeting, any questions which citizens may have regarding any item on the agenda may be addressed to City Council or the City Administration. The following numbers are provided for the convenience of the citizens:

CITY COUNCIL 455-3995 MAYOR 455-3995 CITY MANAGER 455-3990

A reasonable charge may be made for copying and other activities related to responding to long and involved inquiries.

CITIZENS OFTEN EXPRESS CONFLICTING AND DIVERSE POSITIONS REGARDING SPECIFIC ISSUES UNDER CONSIDERATION. TO ENCOURAGE CITIZEN PARTICIPATION AND TO AVOID INTIMIDATION TO PERSONS WHO MAY EXPRESS SOMETIMES UNPOPULAR OPINIONS, APPLAUSE, CHEERS, OR JEERS FROM THE AUDIENCE ARE NOT PERMITTED. WHEN APPEARING BEFORE CITY COUNCIL, CITIZENS MAY NOT ENGAGE IN BEHAVIOR THAT INTIMIDATES OR INSULTS OTHERS, ENGAGE IN DISRUPTIVE BEHAVIOR, USE PROFANITY OR VULGAR LANGUAGE, PROMOTE PRIVATE BUSINESS VENTURES OR CAMPAIGN FOR PUBLIC OFFICE.

* **PREVIOUSLY DISCUSSED AND/OR CONSIDERED BY CITY COUNCIL**

September 28, 2021

RECOGNITIONS

- Proclamation - Midwifery Week – October 3-9, 2021
- Proclamation – Fire Prevention Week – October 3-9, 2021

CONSENT AGENDA

A) Consideration of approving the minutes form the April 13, 2021 Council Meeting.

B) Consideration of approving the minutes from the April 19, 2021 Council Meeting.

C) Consideration of approving the minutes form the April 20, 2021 Council Meeting.

PUBLIC HEARING

#6. Consideration of adopting a resolution approving the submission of the Program Year 2020 (FY 2021) Consolidated Annual Performance and Evaluation Report (CAPER).

#R-21-___

PUBLIC COMMENTS

**Public Comment Addendum will be posted separately after the citizen sign-up deadline of Friday at noon preceding the Council meeting.*

GENERAL BUSINESS

#7. Consideration of adopting a resolution authorizing the issuance of up to $275,000,000 in bonds through the Economic Development Authority of the City of Lynchburg for the benefit of Centra Health, Inc.

#R-21-___

#8(a). Consideration of introducing a resolution amending the FY 2021 Operating Budget and appropriating funds to reflect the FY 2021 Fourth Quarter Adjustments.

#R-21-___

(b). Consideration of introducing a resolution amending the FY 2022 Operating Budget and Capital Budgets and appropriating or rescinding funds to reflect the FY 2022 First Quarter Adjustments.

#R-21-___

(c). Consideration of adopting a resolution stating that FY 2022 General Fund Non-Departmental Poverty Initiative funds may only be spent upon approval by a majority vote of City Council.

#R-21-___

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 28, 2021** AGENDA ITEM #: **2**

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

ITEM TITLE: **Lynchburg Parks and Recreation Needs Assessment and Comprehensive Park Master Plan Initial Findings Report**

RECOMMENDATION: Consider a presentation on initial findings of the needs assessment and master plan.

SUMMARY: The City is in the process of updating the Park and Recreation Needs Assessment and Comprehensive Park Master Plan. The goal of this effort is to collaborate with the Lynchburg community through the community engagement process to design Lynchburg's parks, trail and facilities of the future and identify project priorities and potential funding mechanisms.

Community engagement is key to developing a great recreation, parks and trail master plan. To date, engagement on the plan has involved conversations with individual City leaders, City Council and staff interviews, focus groups, stakeholder meetings, "pop-up" events, park and trail tours, public meetings and on-line engagements and survey questionnaires.

The Lose Design team including subcontractor Barry Dunn will present the initial findings of the community engagement portion of the Lynchburg Parks and Recreation Department Needs Assessment. The report will also include initial findings regarding benchmarking, level of service, park service gap analysis, connectivity analysis, recreation programming, cost recovery, health equity and financial analysis. In the two weeks following the presentation, the design team is requesting that City Council complete a survey to assist in directing the final Comprehensive Park Master Plan. The final plan draft will be presented later this winter.

PRIOR ACTION(S): City Council approved the Needs Assessment as part of the Adopted FY 2021 Operating and Capital Budget.

FISCAL IMPACT: None at this time. Initial cost estimates and potential funding mechanisms will be provided for priority projects as part of future budget considerations.

CONTACT(S): Jennifer L. Jones, Parks & Recreation Director (455-5868)
Will Hager, Associate Vice President – Planning, Lose Design (615-242-0400)

ATTACHMENT(S) Draft Consultant Presentation: Lynchburg Initial Findings
Pop-Up Results

REVIEWED BY: jhh

113A

Lynchburg, VA

City of Lynchburg Parks and Recreation

Needs Assessment

AGENDA

01 INTRODUCTION

02 PROJECT OVERVIEW

03 PROGRESS TO DATE

04 INITIAL FINDINGS

05 NEXT STEPS

OUR TEAM

LÖSE DESIGN
SPACES FOR LIFE.

Will Hager, AICP
Project Manager

Valerie Romano, AICP
Planner

Jazmine Lewis,
Planner

BerryDunn

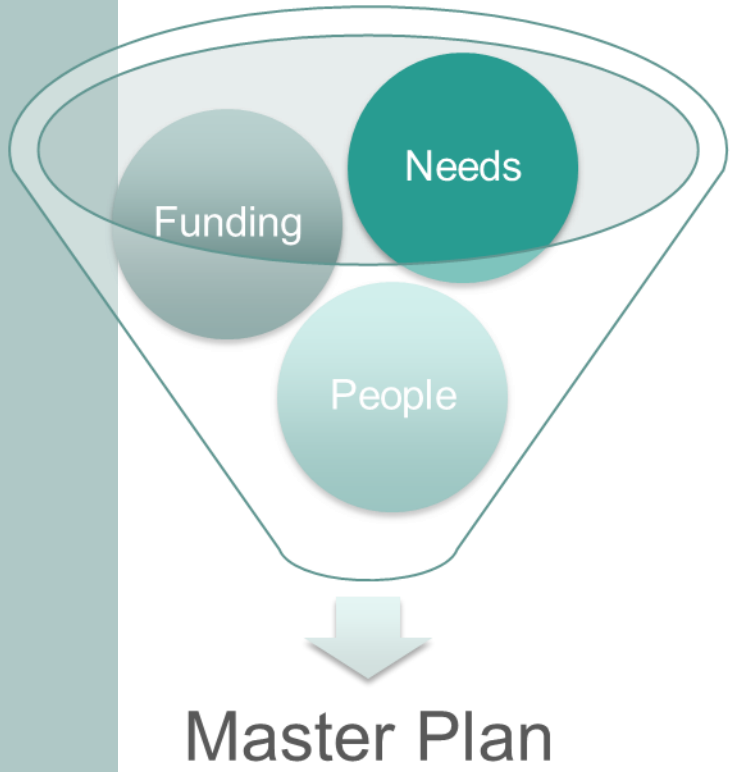
Barbara Heller,
Senior Consultant

Lisa Paradis,
Senior Consultant

Elsa Fischer,
Senior Consultant, CPRP

LYNCHBURG
PARKS
& REC

METHODOLOGY



PURPOSE

The **Master Plan** is a 10-year plan to guide Lynchburg Parks and Recreation:

- Programming
- Capital Investment
- Staffing
- Operations
- Budget and Funding

SCOPE

- Staff and Stakeholder Interviews
- Focus Groups
- Public Input Meetings
- Demand Analysis/Needs Assessment Survey
- Demographics
- Site Evaluations and Level of Service
- Park Distribution and Gap Analysis
- Connectivity Analysis
- Park, Facility and Land Needs Assessment
- Capital Improvement Plan
- Program, Service, Wellness Analysis and Recommendations
- Staffing Analysis and Strategies
- Budget and Funding

Who Are You Serving?

Demographics

- Steady growth projected beyond 2040

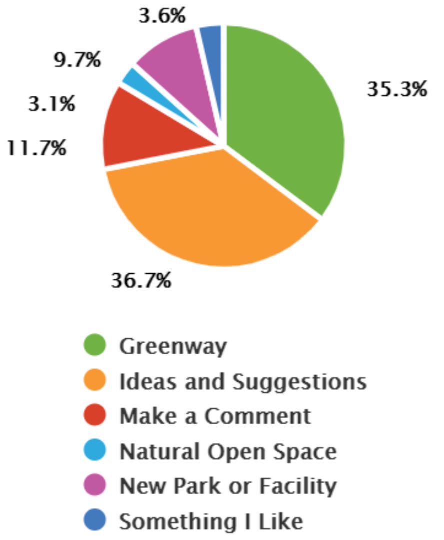
- Youthful community (41% between ages of 15 and 35)

- Potential for economic barriers to participation due to…
    - Low median household income
    - High poverty rate

- Obesity and physical inactivity are relatively high in Lynchburg.

What Do They Want?

Public Input



Source: Project website

Top Program Priorities

1. Concerts
2. Movies in the park
3. Gardening classes
4. Arts festival
5. Programs for people with special needs
6. Cooking and nutrition classes
7. Adult fitness/wellness
8. Nature programs
9. Community service or clean-up events
10. Coding classes

Source: Pop-up Engagement Events

Top Facility Priorities

1. Farmers' Markets
2. Paved walking and hiking paths or trails
3. Boardwalks
4. Canoe/Kayak blueways
5. Fishing
6. Recreation swim facilities
7. Off-leash dog park
8. Splash pad/spray park
9. Unpaved walking and hiking paths or trails
10. Small neighborhood parks

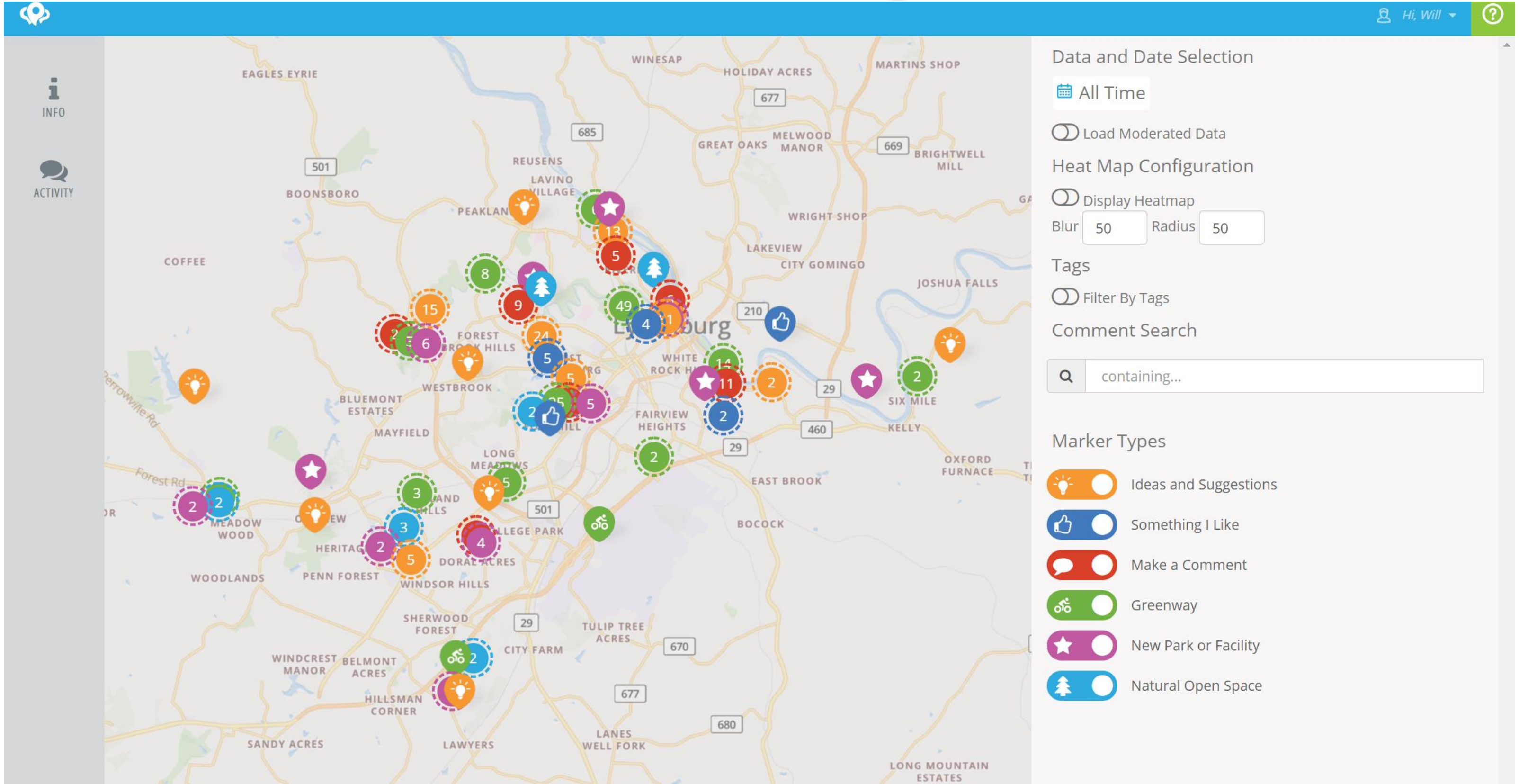
Source: Pop-up Engagement Events

Other **BIG** Ideas

1. Farmers Markets/Wendell Plan
2. New Senior Center
3. Jefferson Park Master Plan
4. Tyreeanna/Pleasant Valley Master Plan
5. Ten Minute Walk (neighborhood parks)
6. Regional and Local Trail Loops
7. Multipurpose Recreation Facility /2nd Swimming Pool, Indoor Basketball Courts
8. Foundry Park Implementation
9. Allen Morrison Multipurpose Field Complex
10. Heritage Park Development
11. Whitewater Park/ Canoe Kayak Blueways

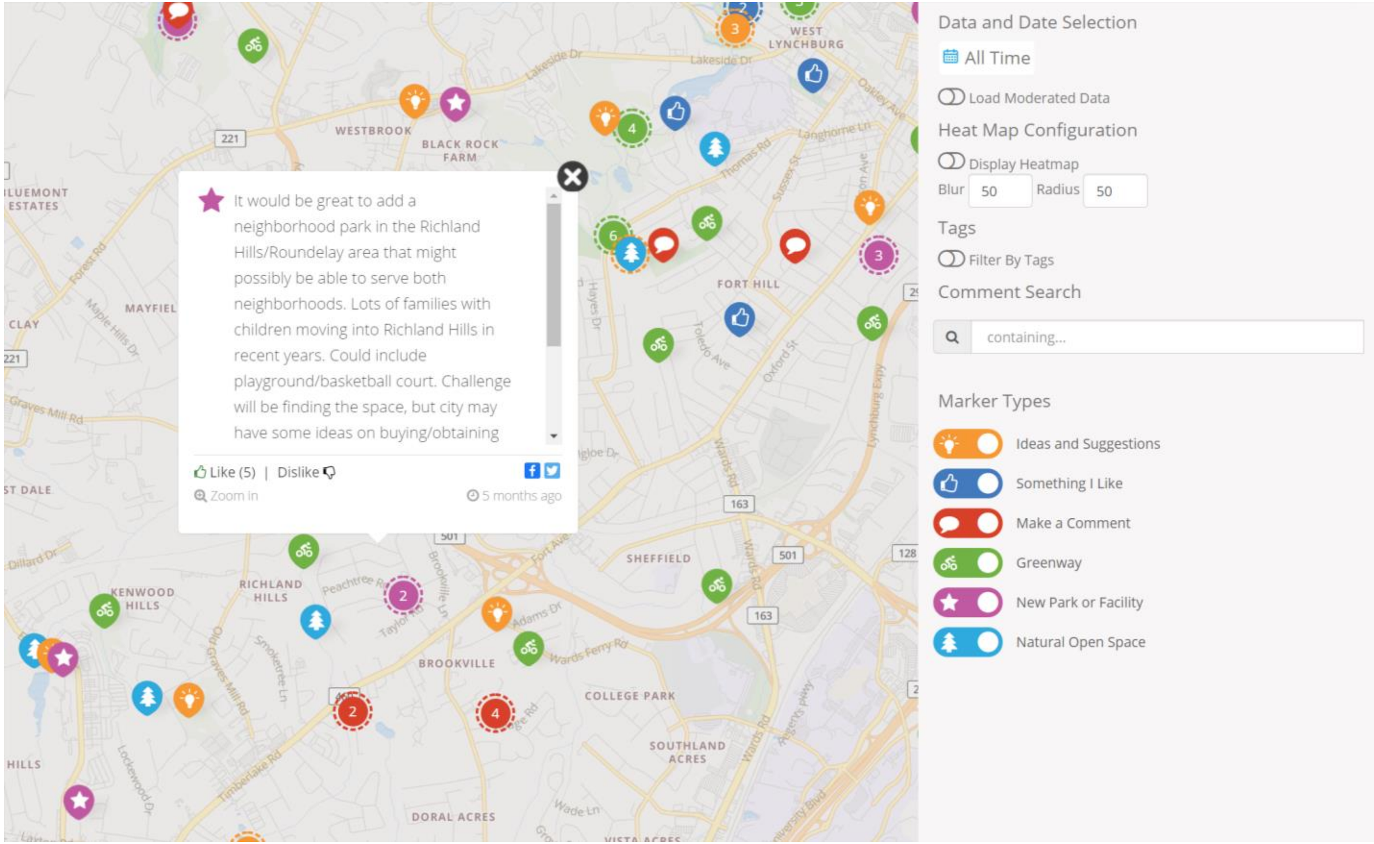
Source: Focus Groups/Stakeholder Interviews

Where Do They Want It?



Public Input

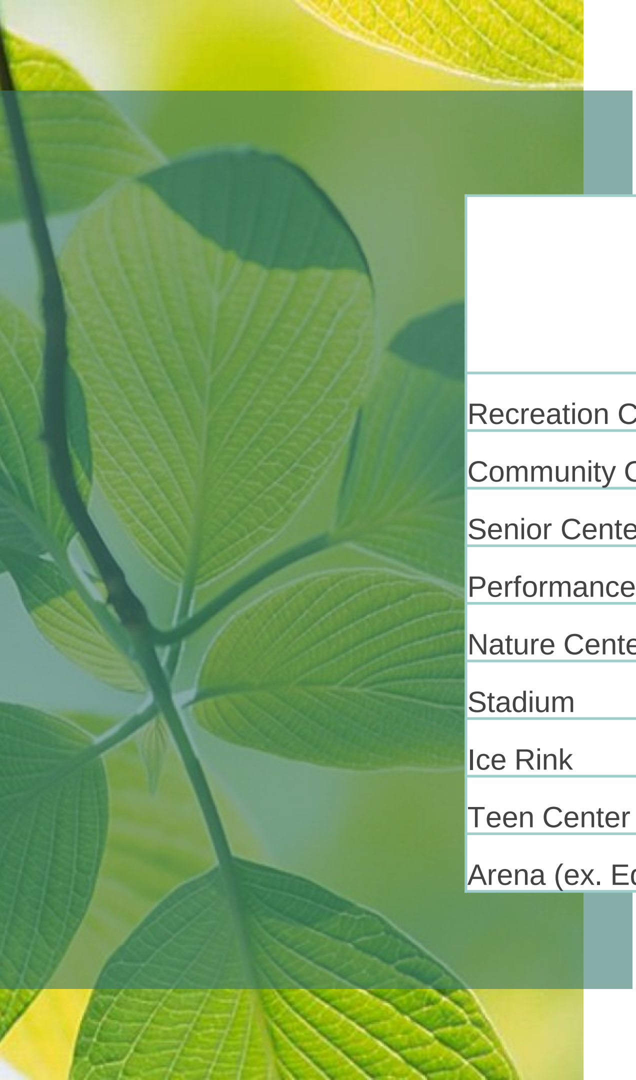
Where Do They Want It?



Public Input

Potential Outdoor Facilities Needs to Investigate

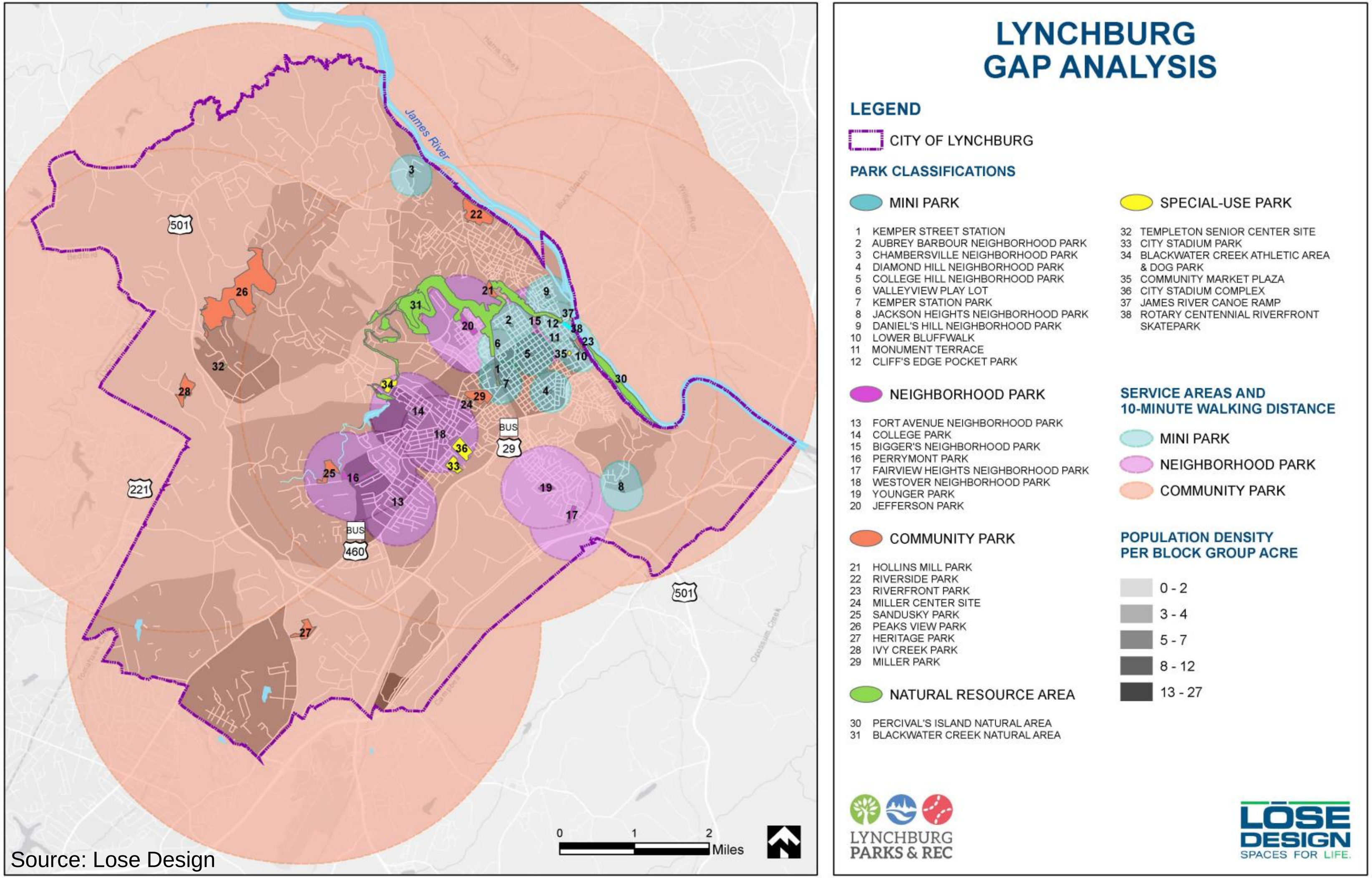
	Lynchburg Inventory	Current Need (Based on NRPA Averages)	Current Surplus/Deficit	2030 Need (Based on NRPA Averages)	2030 Surplus/ Deficit
Playgrounds	8	22	-14	25	-17
Youth baseball	2	11	-9	12	-10
Youth soccer	2	10	-8	11	-9
Miles of Trail	7.5	8	-0.5	15	8
Outdoor tennis courts	7	14	-7	16	-9
Overlay field	1	8	-7	8	-7
Outdoor swimming pool	1	6	-5	7	-6
Adult soccer	2	6	-4	7	-5
Multi-purpose rectangular field	3	7	-4	8	-5
Adult baseball	1	4	-3	4	-3
Football field	0	3	-3	3	-3
Field hockey	1	3	-2	4	-3
Multi-use courts: basketball & volleyball	1	3	-2	4	-3
Multipurpose synthetic field	0	2	-2	2	-2
Outdoor ice rink	1	3	-2	3	-2
Lacrosse field	1	2	-1	3	-2
Cricket field	0	1	-1	1	-1
Dog park	1	1	0	2	-1



Potential Indoor Facility Needs to Investigate

	Lynchburg Inventory Numbers	Lynchburg, VA Need (Based on NRPA Averages)	Surplus/ Deficit	2030 Need (Based on NRPA Averages)	2030 Surplus/ Deficit
Recreation Center	0	2	-2	2	-2
Community Center	1	2	-1	2	-1
Senior Center	1	1	0	1	0
Performance Theater	1	1	0	2	-1
Nature Center	0	1	-1	1	-1
Stadium	2	1	1	1	1
Ice Rink	0	1	-1	2	-2
Teen Center	0	1	-1	2	-2
Arena (ex. Equestrian arena)	0	1	-1	1	-1

LEVEL-OF-SERVICE



Source: Lose Design

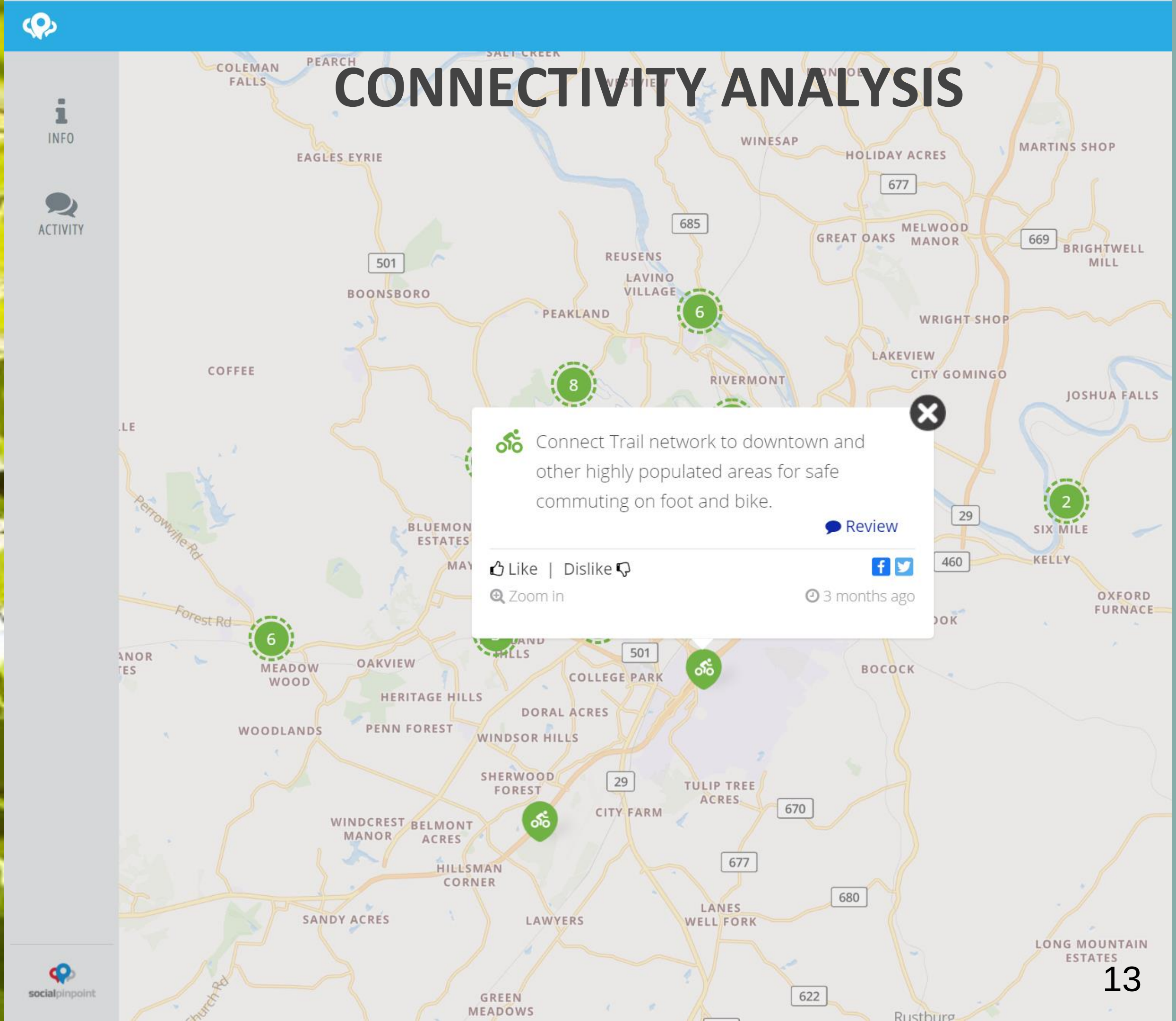
CONNECTIVITY ANALYSIS

Trail expansion and 13 was the most often voiced comment throughout the public input process. The term “Trail” or “Trails” was used 224 times in comments collected through the project website.

Lynchburg’s trail network is incredibly unique and contributes to the identity of the community.

Public comments highlight the desire to connect people to parks and for greenways to provide safe transportation options to downtown and across the river.

Miller Park and the BWXT facility would be key destinations to connect with improved or new paved trails.



Overview of Process

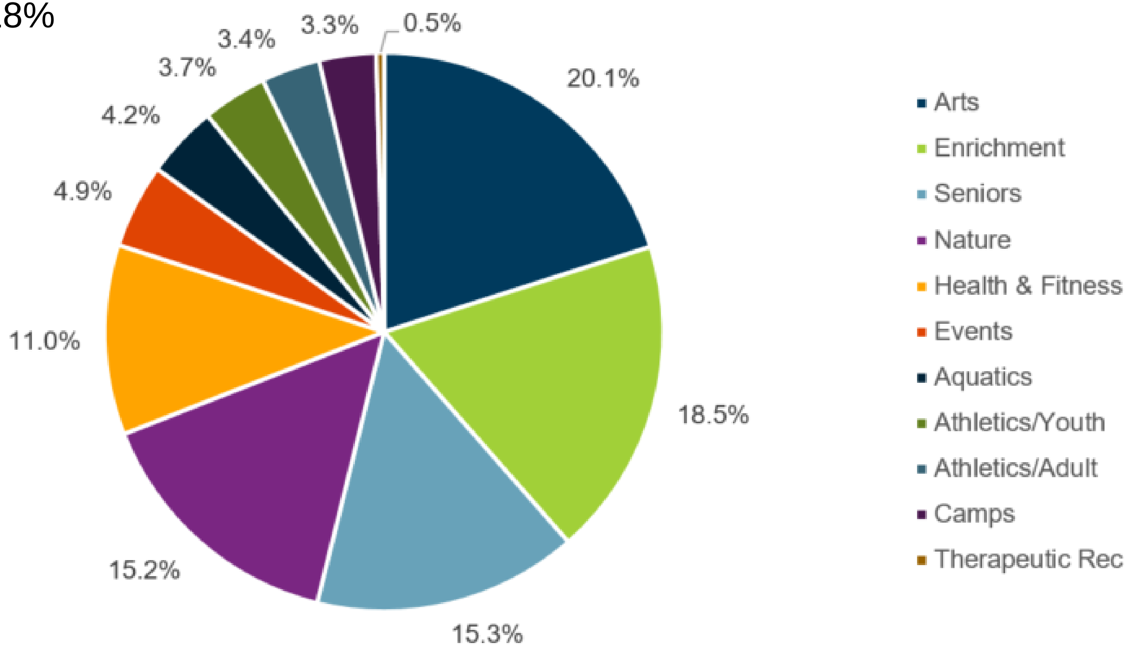
- Recreation Assessment
- Health Equity
- Financial Review
- Staffing and Operations

Department Overview

- Great natural resources
- Continued program expansion: grown from a database of 5,300 to over 26,000 unique users in six years
- Commitment to health and wellness before it became popular
- One of the top five award winning agencies from VRPS
- 9% improvement in results from the National Citizen Survey
- Compared to other agencies, fewer staff and funding

Recreation Programming

Of the 882 programs offered in 2019 –
20% were Arts classes
Enrichment was next at 18%



Recreation Programming

NRPA Park Metric Results for communities with a population between 50,000 and 100,000

	Lower Quartile	Median	Upper Quartile	Lynchburg
Percentage of agency's total operating expenditures for the following categories:				
Parks	31.0	40.0	48.5	25%
Recreation	38.5	50.0	61.5	65%
Other	6.5	13.0	15.8	10%
Agency's total annual non-tax revenues	$448,206	$973,000	$3,529,395	$518,000
Total number of full-time equivalent employees (FTEs)	48.5	73.2	129.8	52.6
Total number of programs offered	111	200	336.3	719
Number of volunteers	137.5	341	2,112.5	1,055
Total hours worked by volunteers	1,459	2,500	17,651.5	16,357

Health Equity Process

- Information Gathering and Review
  - ✓ LPRD Programming
  - ✓ Neighborhood Center Plans
  - ✓ Centra Community Health Needs Assessment Report
  - ✓ Lynchburg Comprehensive Plan
  - ✓ Park Maps
  - ✓ Social pinpoint summary reports
- Interviews with LPRD Director
- Best practice research
- Analysis

Health Equity Key Recommendations

- Establish a community feedback strategy
  - ✓ Create more opportunities to get direct and ongoing feedback from stakeholders. Consider Community Pulse Surveys.
- Enhance park and recreation accessibility
  - ✓ Address areas with low walkability scores, park deserts, and gaps in trail connectivity. Expand handicap accessible playgrounds. Expand Senior Centers and Youth Sports Programming. Consider public pool access and youth and adult swim programs.
  - ✓ Address park access gaps along public transit routes
- Focus resources on collaboration opportunities
  - ✓ Assign responsibility for ongoing proactive management of relationships and collaboration opportunities with Centra, Lynchburg Community Market, Virginia Cooperative Extension.

Health Equity Key Recommendations

- Holistic framework for health equity
  - ✓ Evaluate parks and recreation programming through the lens of physical, mental, social, financial, and purpose dimensions.
- City partnership to support racial equity
  - ✓ Partner with the city’s new diversity, equity, and inclusion strategist to engage racial and ethnic communities in planning and to report on results.
- Improve access to produce and other local whole foods
  - ✓ Expand reach of Lynchburg Community Market by setting up satellite markets outside of downtown and extending hours for working patrons.
  - ✓ Expand awareness for free produce. Couple gleaning program with educational opportunities such as cooking classes.
  - ✓ Consider establishing a working urban farm at property off Jackson Heights.
  - ✓ Develop a community cannery to extend shelf-life of fresh local produce.

Summary of Financial Preliminary Findings

- **Permits and Services Analysis:** BerryDunn identified and analyzed 46 fee-applicable service groupings consisting of the wide variety of programs and services the Department offers.
- **Revenue and Expense Analysis:** BerryDunn identified and assigned $518,718 of revenue and $3,744,974 of estimated costs to the fee-applicable programs services analyzed for this study.
- **Personnel Analysis:** BerryDunn identified and assigned $3,006,622 of estimated personnel related costs, representing 80.3% of the total costs identified.
- **Non-Personnel Expense:** BerryDunn identified and assigned $738,352 of estimated non-personnel related costs, representing 19.7% of the total costs identified.
- **Indirect Costs Analysis:** BerryDunn developed an indirect cost rate proposal and calculated the indirect cost rate for the Department at *29.8%*.

Summary of Financial Preliminary Findings

- **Current Cost Recovery – *"Fee Budget"*:** The Department's current user fees and charges cost recovery rate is **108.0%.**

	Recreation Programs & Services Categories	# of Srvc. Grps.	Current $	Current CR %
1	Aquatics Programs	3	$33,308	395.6%
2	Athletics Programs	6	$60,810	79.3%
3	Parks Services Programs	8	$127,269	129.6%
4	Community Market & Armory	6	$38,126	85.1%
5	Naturalist Program	4	$16,303	214.4%
6	Community Market Co-Op	2	$103,706	108.2%
7	City-Wide Centers	3	$92,504	92.1%
8	Neighborhood Centers	6	$24,157	124.1%
9	Park & Recreation Special Events	7	$19,355	75.4%
10	Recreation General Administration	1	$3,180	100.3%
		46	**$518,718**	**108.0%**

- **Current Cost Recovery – "Fee and General Fund Budget":** The Department's current *overall* user fees and charges cost recovery rate is **16.5%**, detailed on next slide.

Summary of Financial Preliminary Findings

- **Current Cost Recovery – "Fee and General Fund Budget":** The Department's current *overall* user fees and charges cost recovery rate is **16.5%.**

	Recreation Programs & Services Categories	# of Srvc. Grps.	Current Revenue	Current Expense	Current CR %
1	Aquatics Programs	3	$33,308	$108,636	30.7%
2	Athletics Programs	6	$60,810	$206,484	29.5%
3	Parks Services Programs	8	$127,269	$975,069	13.1%
4	Community Market & Armory	6	$38,126	$318,225	12.0%
5	Naturalist Program	4	$16,303	$242,458	6.7%
6	Community Market Co-Op	2	$103,706	$382,152	27.1%
7	City-Wide Centers	3	$92,504	$507,800	18.2%
8	Neighborhood Centers	6	$24,157	$911,008	2.7%
9	Park & Recreation Special Events	7	$19,355	$89,162	21.7%
10	Recreation General Administration	1	$3,180	$3,979	79.9%
		46	**$518,718**	**$3,744,974**	**13.9%**
11	*General Fund Non-Fee Revenue*		*$98,180*	*$0*	*0.0%*
		46	**$616,898**	**$3,744,974**	**16.5%**

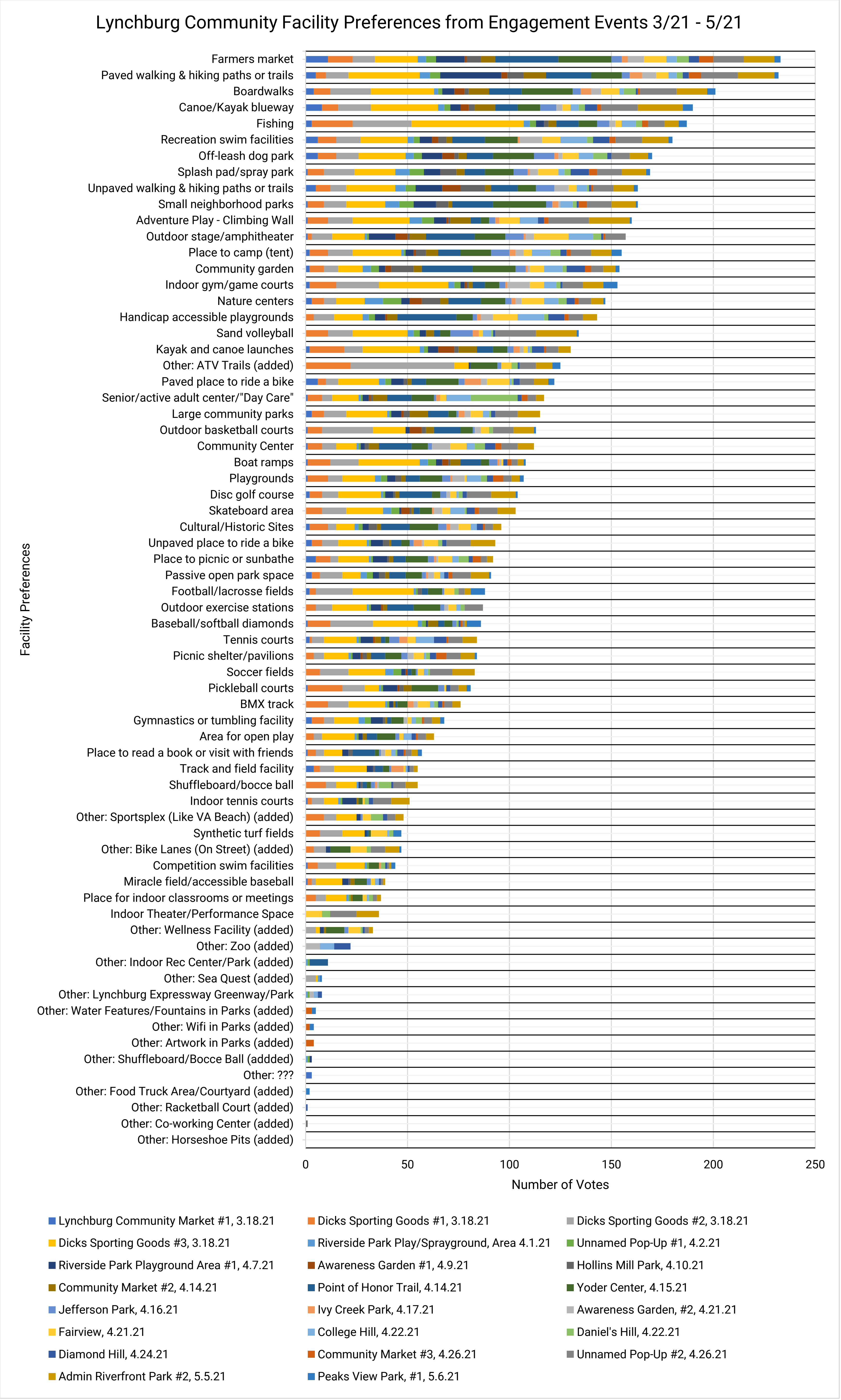
NEXT STEPS

1. DRAFT MASTER PLAN REPORT
2. FINALIZE DRAFT CAPITAL IMPROVEMENT PROGRAM (CIP)
3. PRESENT TO STAFF
4. DEVELOP FINAL MASTER PLAN DOCUMENT

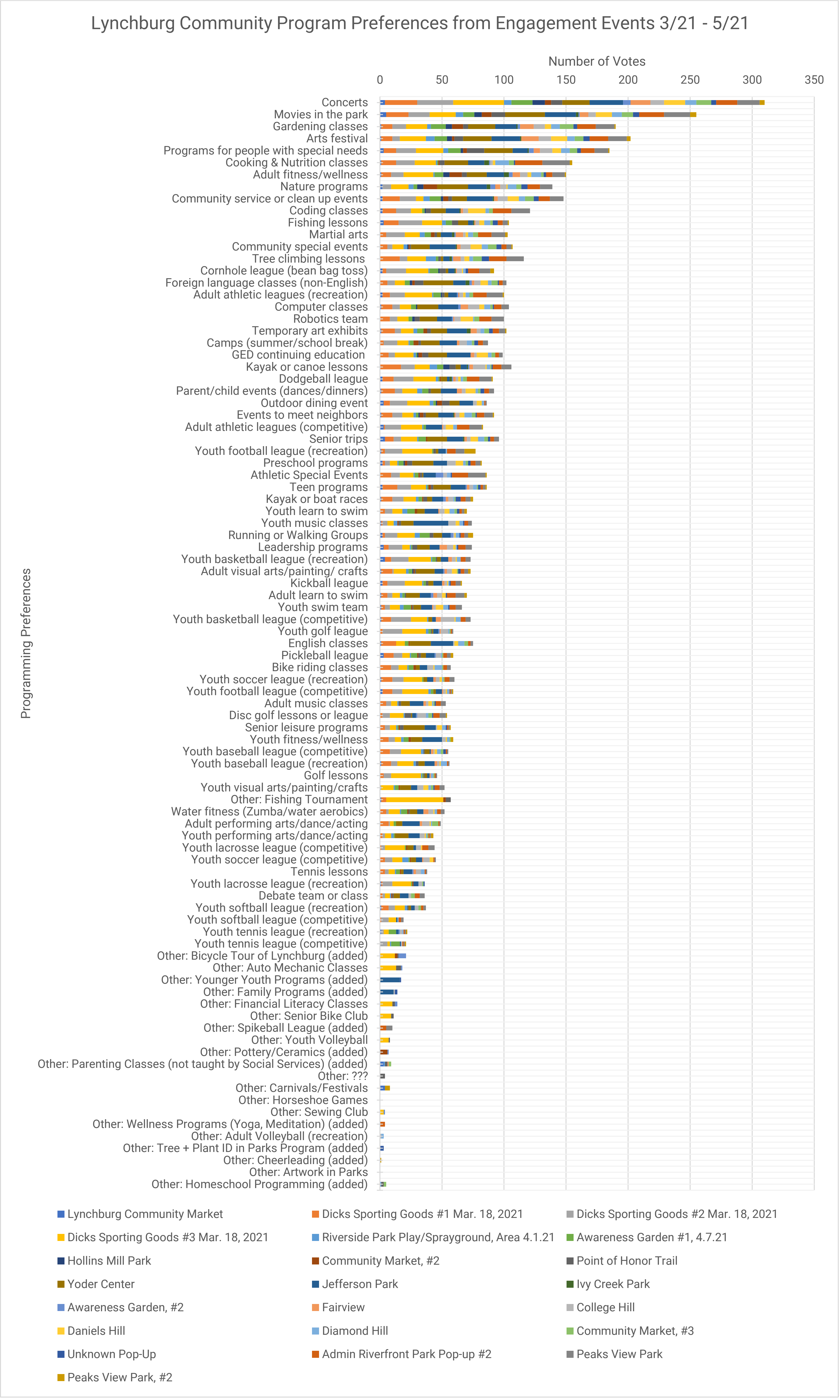
THANK YOU!

Questions?

Will Hager
whager@lose.design
615.242.0040



Lynchburg Community Facility Preferences from Engagement Events 3/21 - 5/21
Facility Preferences
Farmers market
Paved walking & hiking paths or trails
Boardwalks
Canoe/Kayak blueway
Fishing
Recreation swim facilities
Off-leash dog park
Splash pad/spray park
Unpaved walking & hiking paths or trails
Small neighborhood parks
Adventure Play - Climbing Wall
Outdoor stage/amphitheater
Place to camp (tent)
Community garden
Indoor gym/game courts
Nature centers
Handicap accessible playgrounds
Sand volleyball
Kayak and canoe launches
Other: ATV Trails (added)
Paved place to ride a bike
Senior/active adult center/"Day Care"
Large community parks
Outdoor basketball courts
Community Center
Boat ramps
Playgrounds
Disc golf course
Skateboard area
Cultural/Historic Sites
Unpaved place to ride a bike
Place to picnic or sunbathe
Passive open park space
Football/lacrosse fields
Outdoor exercise stations
Baseball/softball diamonds
Tennis courts
Picnic shelter/pavilions
Soccer fields
Pickleball courts
BMX track
Gymnastics or tumbling facility
Area for open play
Place to read a book or visit with friends
Track and field facility
Shuffleboard/bocce ball
Indoor tennis courts
Other: Sportsplex (Like VA Beach) (added)
Synthetic turf fields
Other: Bike Lanes (On Street) (added)
Competition swim facilities
Miracle field/accessible baseball
Place for indoor classrooms or meetings
Indoor Theater/Performance Space
Other: Wellness Facility (added)
Other: Zoo (added)
Other: Indoor Rec Center/Park (added)
Other: Sea Quest (added)
Other: Lynchburg Expressway Greenway/Park
Other: Water Features/Fountains in Parks (added)
Other: Wifi in Parks (added)
Other: Artwork in Parks (added)
Other: Shuffleboard/Bocce Ball (addded)
Other: ???
Other: Food Truck Area/Courtyard (added)
Other: Racketball Court (added)
Other: Co-working Center (added)
Other: Horseshoe Pits (added)
0
50
100
150
200
250
Number of Votes
Lynchburg Community Market #1, 3.18.21
Dicks Sporting Goods #1, 3.18.21
Dicks Sporting Goods #2, 3.18.21
Dicks Sporting Goods #3, 3.18.21
Riverside Park Play/Sprayground, Area 4.1.21
Unnamed Pop-Up #1, 4.2.21
Riverside Park Playground Area #1, 4.7.21
Awareness Garden #1, 4.9.21
Hollins Mill Park, 4.10.21
Community Market #2, 4.14.21
Point of Honor Trail, 4.14.21
Yoder Center, 4.15.21
Jefferson Park, 4.16.21
Ivy Creek Park, 4.17.21
Awareness Garden, #2, 4.21.21
Fairview, 4.21.21
College Hill, 4.22.21
Daniel's Hill, 4.22.21
Diamond Hill, 4.24.21
Community Market #3, 4.26.21
Unnamed Pop-Up #2, 4.26.21
Admin Riverfront Park #2, 5.5.21
Peaks View Park, #1, 5.6.21


Lynchburg Community Program Preferences from Engagement Events 3/21 - 5/21
Number of Votes
0
50
100
150
200
250
300
350
Programming Preferences
Concerts
Movies in the park
Gardening classes
Arts festival
Programs for people with special needs
Cooking & Nutrition classes
Adult fitness/wellness
Nature programs
Community service or clean up events
Coding classes
Fishing lessons
Martial arts
Community special events
Tree climbing lessons
Cornhole league (bean bag toss)
Foreign language classes (non-English)
Adult athletic leagues (recreation)
Computer classes
Robotics team
Temporary art exhibits
Camps (summer/school break)
GED continuing education
Kayak or canoe lessons
Dodgeball league
Parent/child events (dances/dinners)
Outdoor dining event
Events to meet neighbors
Adult athletic leagues (competitive)
Senior trips
Youth football league (recreation)
Preschool programs
Athletic Special Events
Teen programs
Kayak or boat races
Youth learn to swim
Youth music classes
Running or Walking Groups
Leadership programs
Youth basketball league (recreation)
Adult visual arts/painting/ crafts
Kickball league
Adult learn to swim
Youth swim team
Youth basketball league (competitive)
Youth golf league
English classes
Pickleball league
Bike riding classes
Youth soccer league (recreation)
Youth football league (competitive)
Adult music classes
Disc golf lessons or league
Senior leisure programs
Youth fitness/wellness
Youth baseball league (competitive)
Youth baseball league (recreation)
Golf lessons
Youth visual arts/painting/crafts
Other: Fishing Tournament
Water fitness (Zumba/water aerobics)
Adult performing arts/dance/acting
Youth performing arts/dance/acting
Youth lacrosse league (competitive)
Youth soccer league (competitive)
Tennis lessons
Youth lacrosse league (recreation)
Debate team or class
Youth softball league (recreation)
Youth softball league (competitive)
Youth tennis league (recreation)
Youth tennis league (competitive)
Other: Bicycle Tour of Lynchburg (added)
Other: Auto Mechanic Classes
Other: Younger Youth Programs (added)
Other: Family Programs (added)
Other: Financial Literacy Classes
Other: Senior Bike Club
Other: Spikeball League (added)
Other: Youth Volleyball
Other: Pottery/Ceramics (added)
Other: Parenting Classes (not taught by Social Services) (added)
Other: ???
Other: Carnivals/Festivals
Other: Horseshoe Games
Other: Sewing Club
Other: Wellness Programs (Yoga, Meditation) (added)
Other: Adult Volleyball (recreation)
Other: Tree + Plant ID in Parks Program (added)
Other: Cheerleading (added)
Other: Artwork in Parks
Other: Homeschool Programming (added)
Lynchburg Community Market
Dicks Sporting Goods #1 Mar. 18, 2021
Dicks Sporting Goods #2 Mar. 18, 2021
Dicks Sporting Goods #3 Mar. 18, 2021
Riverside Park Play/Sprayground, Area 4.1.21
Awareness Garden #1, 4.7.21
Hollins Mill Park
Community Market, #2
Point of Honor Trail
Yoder Center
Jefferson Park
Ivy Creek Park
Awareness Garden, #2
Fairview
College Hill
Daniels Hill
Diamond Hill
Community Market, #3
Unknown Pop-Up
Admin Riverfront Park Pop-up #2
Peaks View Park
Peaks View Park, #2

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 28, 2021** AGENDA ITEM #: **3**

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

ITEM TITLE: Department of Water Resources 20 Year Capital Improvement Plan

RECOMMENDATION: This is an informational item that requires no action from Council at this time. However, it should be used as a foundation for future capital spending and rate setting.

SUMMARY: Water Resources staff will provide an overview of the department's 20-year Capital Improvement Plan. Water and sewer utilities are very complex and capital intensive. Capital programs must not only address the needs of aging infrastructure but also address future needs associated with growth, development, and community sustainability while meeting ever increasing regulatory demands. Historically, the Department has developed a five-year capital improvement program and financial projection. However, given the increasing needs and demands a longer capital horizon must be considered in order to adequately and affordably address system needs. The Department has a number of ongoing efforts to better plan for future needs including: the development of a Water System Master Plan, an update of the Solids Master Plan for the Water Resource Recovery Facility, and the development of an Unsewered Area Master Plan, just to name a few.

This presentation provides an overview of the needs and priorities of the Water, Sewer, and Stormwater funds and discusses the fiscal impacts of those needs.

PRIOR ACTION(S): August 10, 2021: Physical Development Committee received this presentation

FISCAL IMPACT: Varies depending on capacity

CONTACT(S): Tim Mitchell, Director of Water Resources – 455-4252

ATTACHMENT(S): 20 Year Capital Improvement Program Presentation

REVIEWED BY: raw

106A


20-Year
Capital Improvement Plan

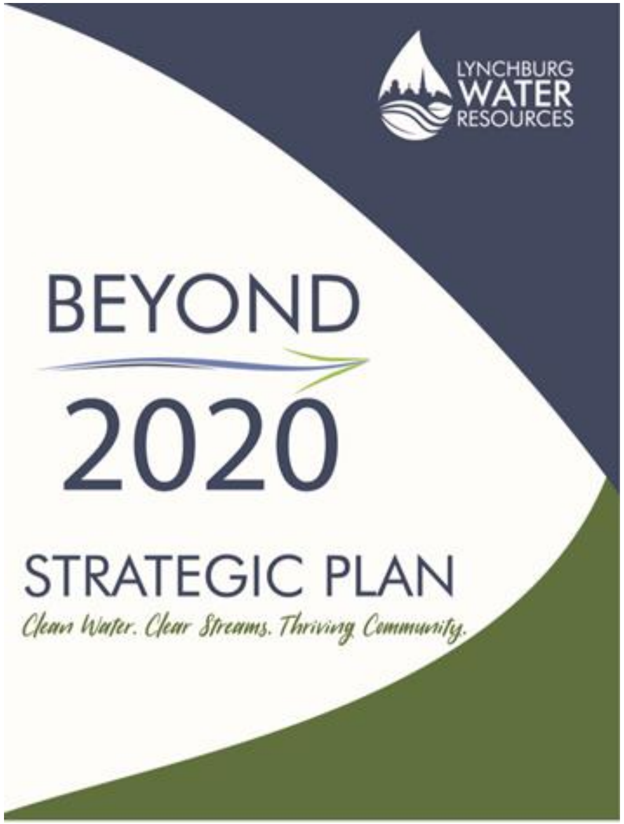
Timothy A. Mitchell, P.E.

Director

September 28, 2021

Overview

- Review Infrastructure needs for information purposes only; no action needed by Council today
- Overview 20-year capital needs and priorities
- Discussion of 20-year capital needs vs. realistic goals
- Review of financial plan at future meeting; information presented here will inform those conversations



Assumptions

- 3% Inflation on expenses beginning in FY 2023
- 3% Inflation on capital expenses beginning in FY 2027
- Increased staff to manage expanded capital program
- Minimal increases in water and sewer use
- Truck hauled waste revenue is stable
- Council fiscal policies and CSO financial requirements are met

Infrastructure Report Card

REPORT CARD
Lynchburg Water Resources

Overall grade: C-

Infrastructure Factor	Grade
Raw Water System	C+
Water Filtration Plants	B-
Water Storage Tanks	B
Water Pump Stations	C
Water Distribution System	D
Wastewater Treatment Plant	B-
Wastewater Conveyance System	D-
Stormwater Conveyance System	C-
Stormwater Best Management Practices	C

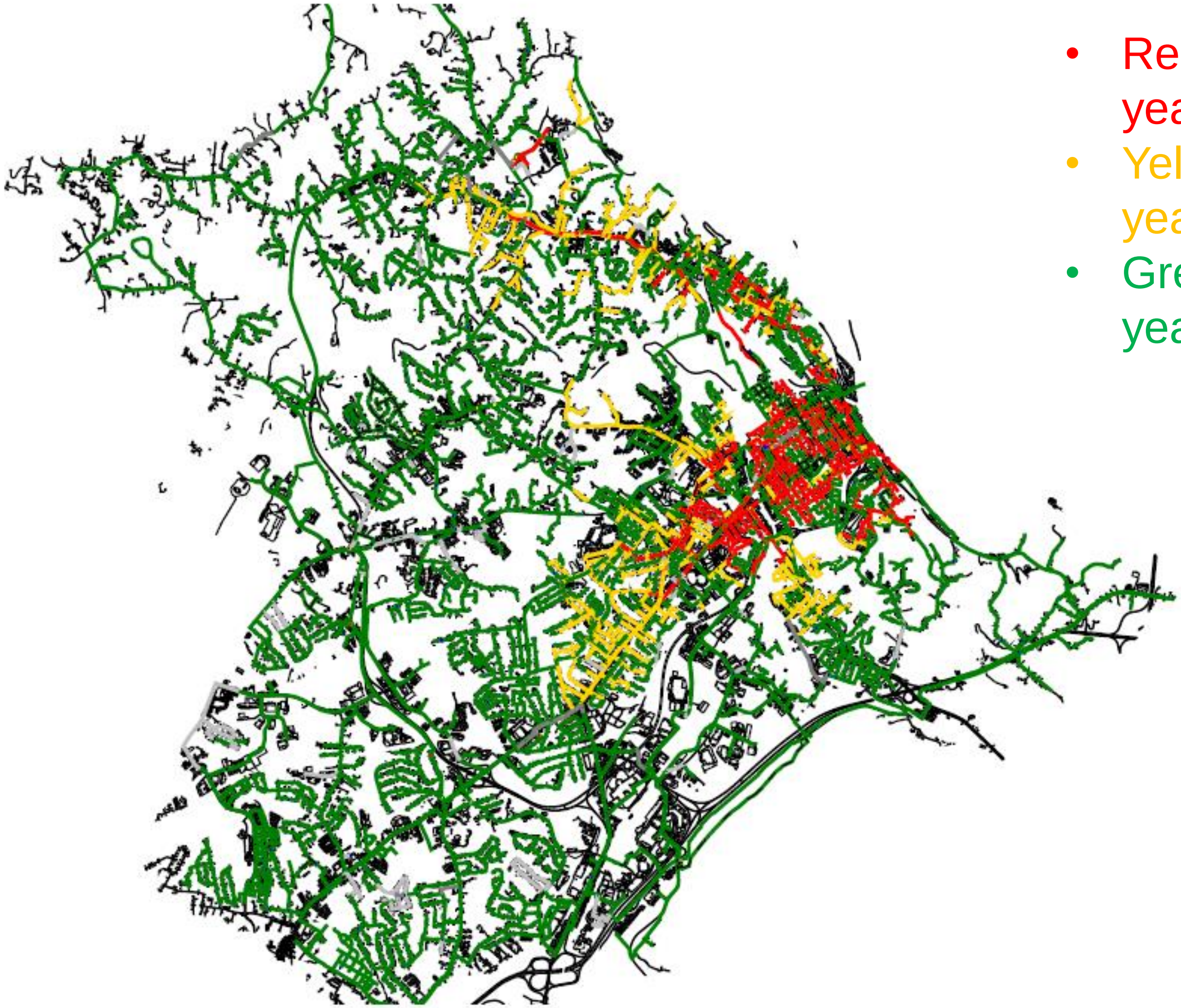
Grading System

A= Exceptional
B= Good, Adequate for now
C= Mediocre, requires attention
D= Poor, at risk
F= Failing/Critical, unfit for purpose

American Society of Civil Engineers (ASCE) Grade Scale

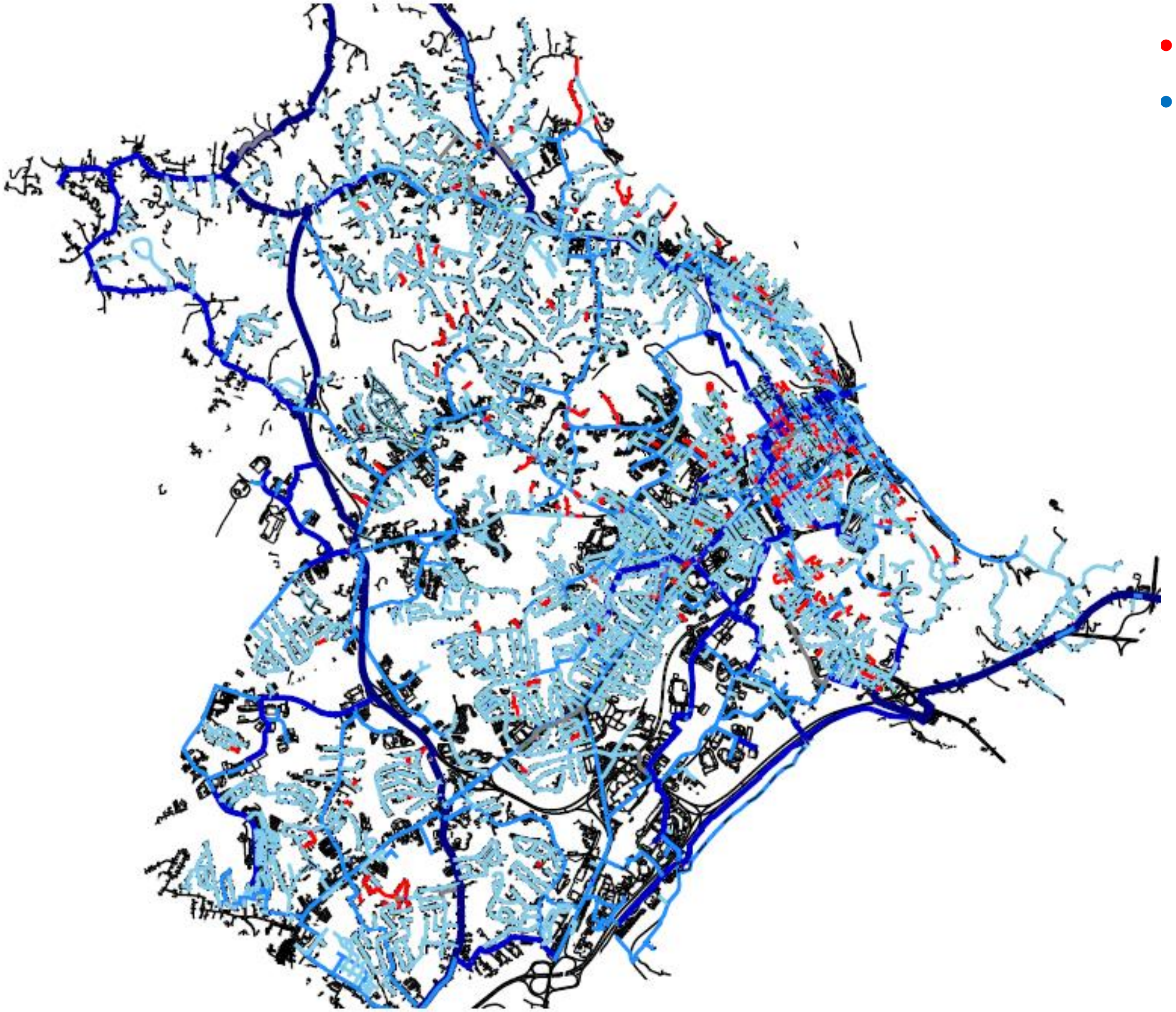
- A = Exceptional, fit for the future
- B = Good, adequate for now
- C = Mediocre, requires attention
- D = Poor, at risk
- F = Failing/Critical, unfit for purpose

Water System Age



- Red is greater than 100 years old
- Yellow greater than 70 years old
- Green less than 70 years old

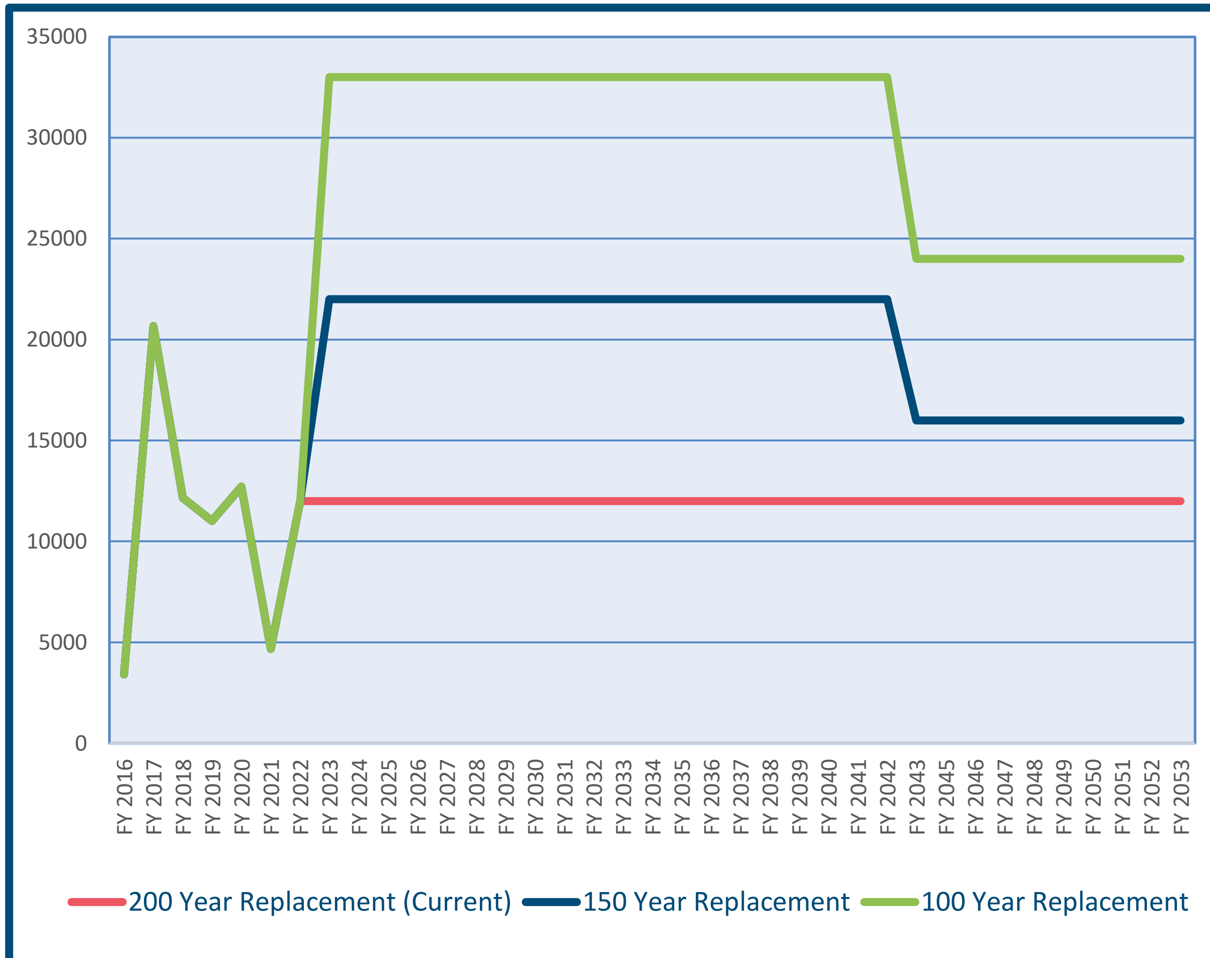
Water System Size



- Red = 4" or less
- Blue = Shades of blue indicate lines greater than 4", the darker the line the larger the pipe

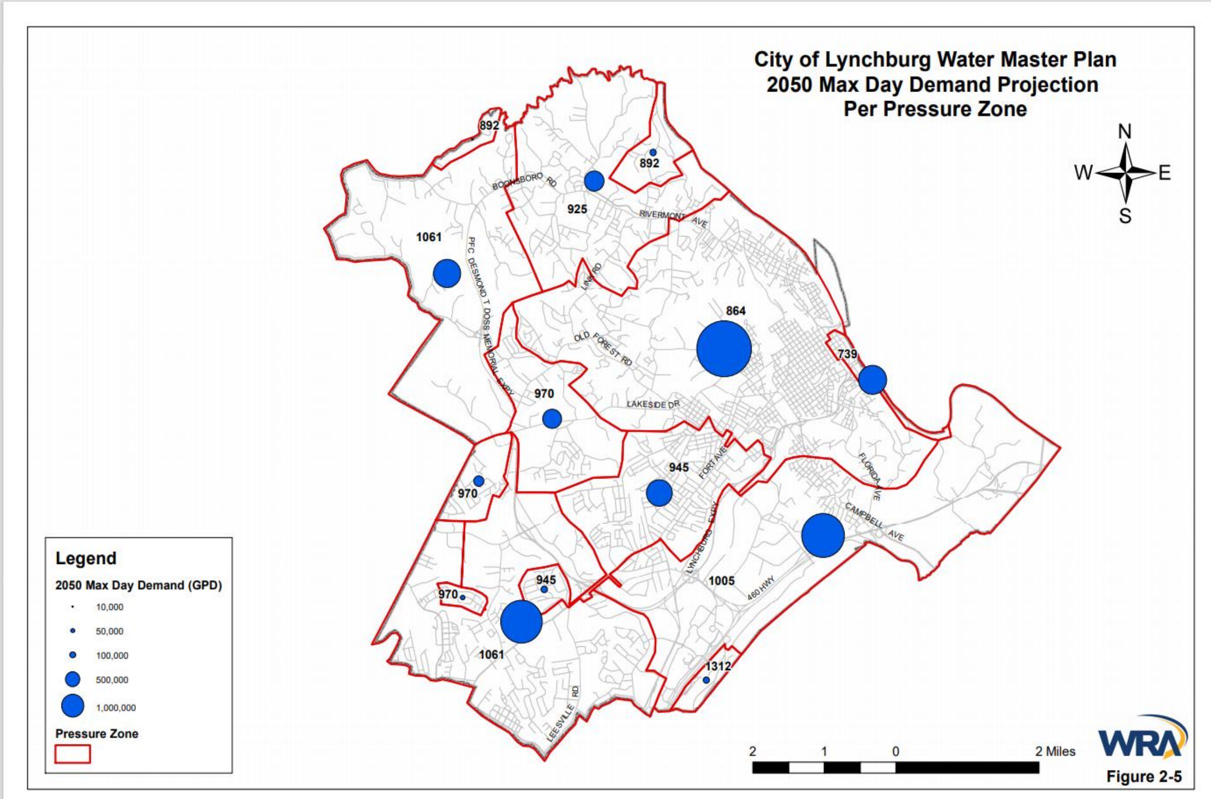
Water Distribution System Replacement Rates

- Current replacement rate = 12,000 feet (annual avg.), approx. 0.5% of water system (200 years)
- 95 miles to “catch-up”
- 150-year replacement cycle = 22,000 ft per year for 20 years then 16,000 ft per year thereafter
- 100-year replacement cycle = 33,000 ft per year for 20 years then 24,000 ft per year thereafter



Water Master Plan Development

- Population projections and distribution
- Water demand projections and distribution
- Overall water system evaluation and modelling of projections
- Water system renewal prioritization
- Unidirectional flushing pilot program



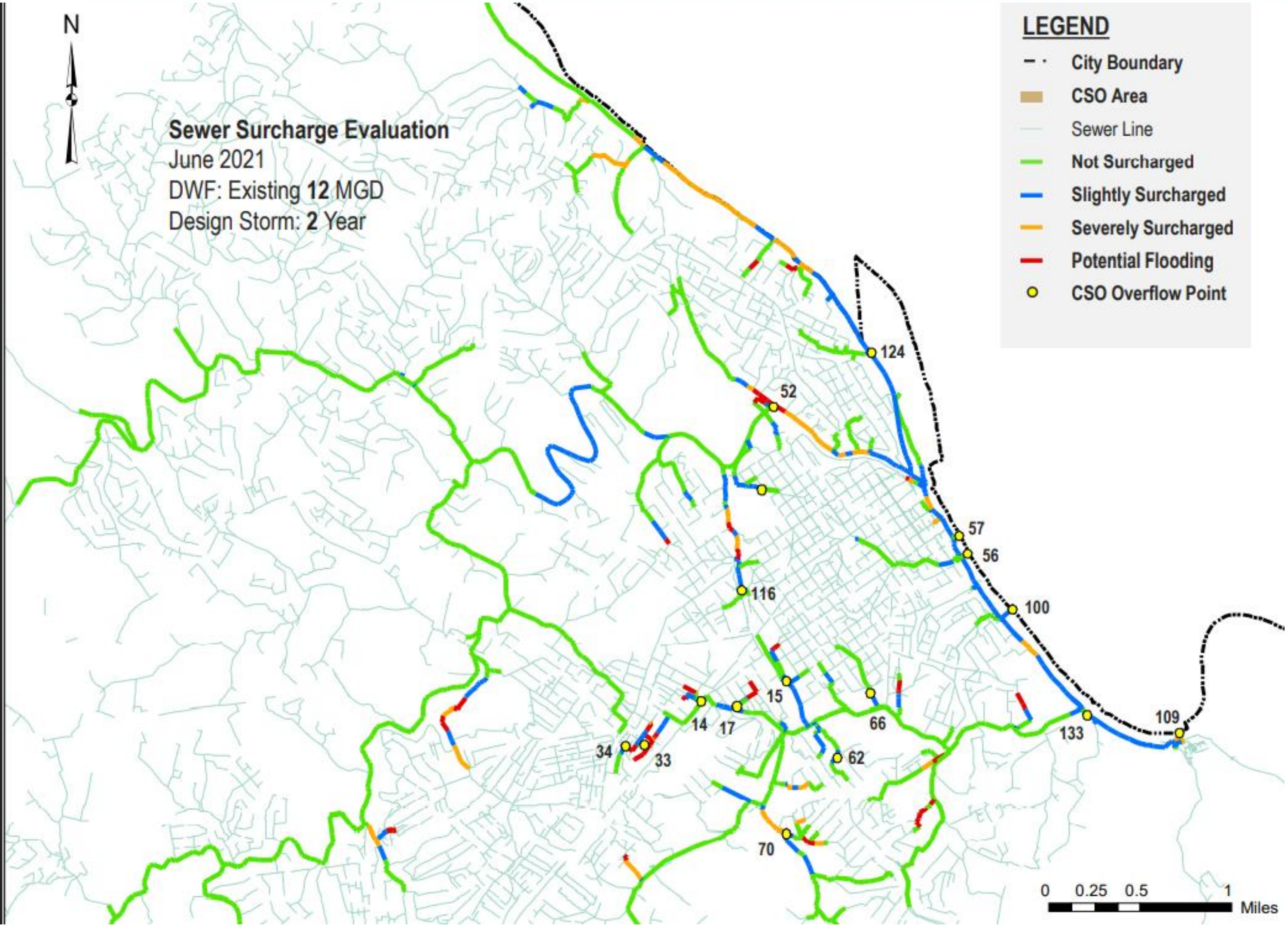
Water Fund – 20 Year Priorities

- Waterline Replacement = $120 million
- Water Distribution System Improvements = $41 million
- General Facilities Improvements = $23 million
- Downtown Renewal = $24 million
- Water Tank Rehabilitation = $6.3 million
- Water Meter Replacement = $15.7 million
- Potential Regulatory Requirements (PFAS, Lead and Copper Rule, other) and other Technological Improvements = $20+ million

Total Projected Water Fund CIP Needs = $250 million ($12.5 million per year)

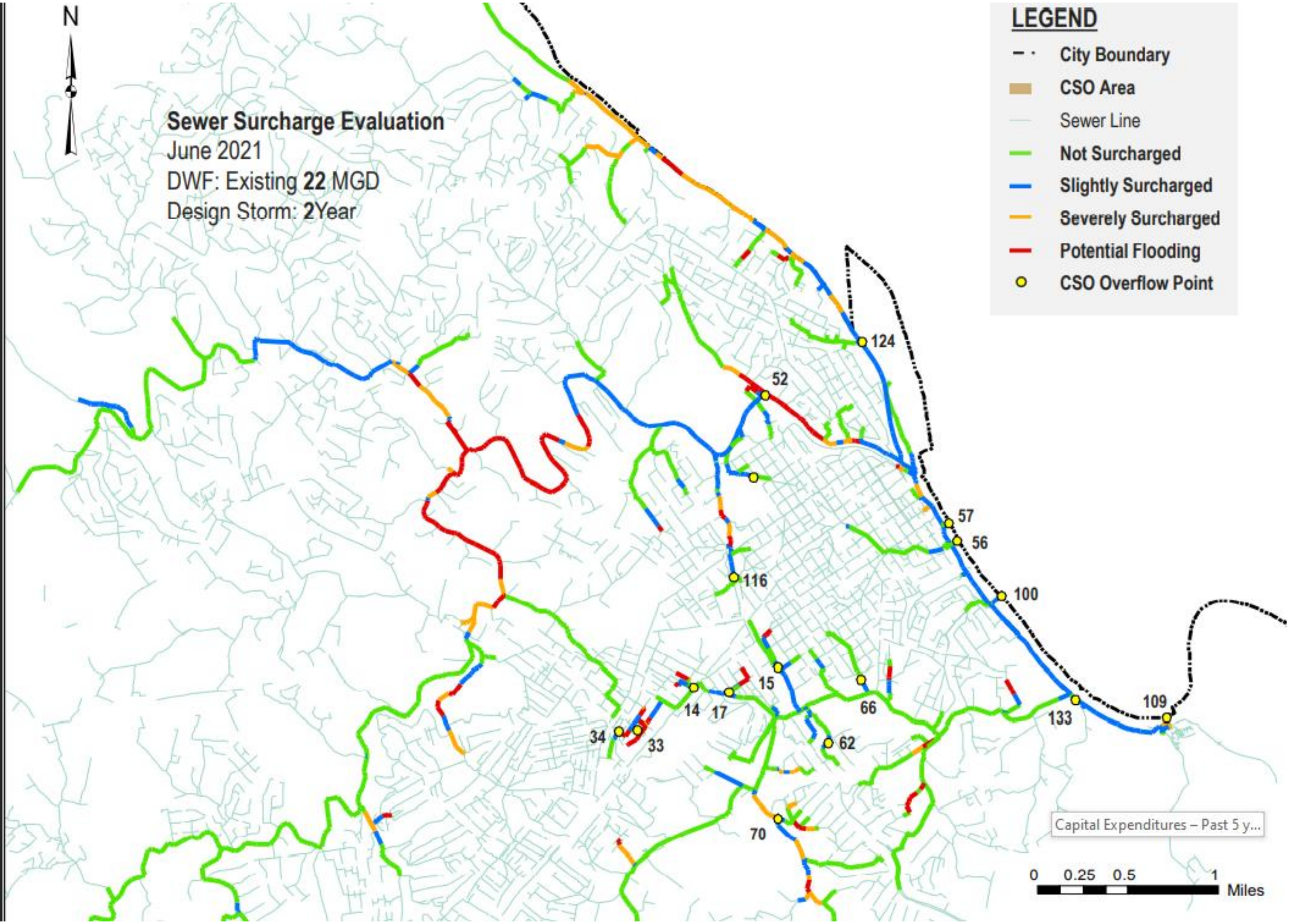
Sewer Capacity Issues

LOS Map Existing 2-yr



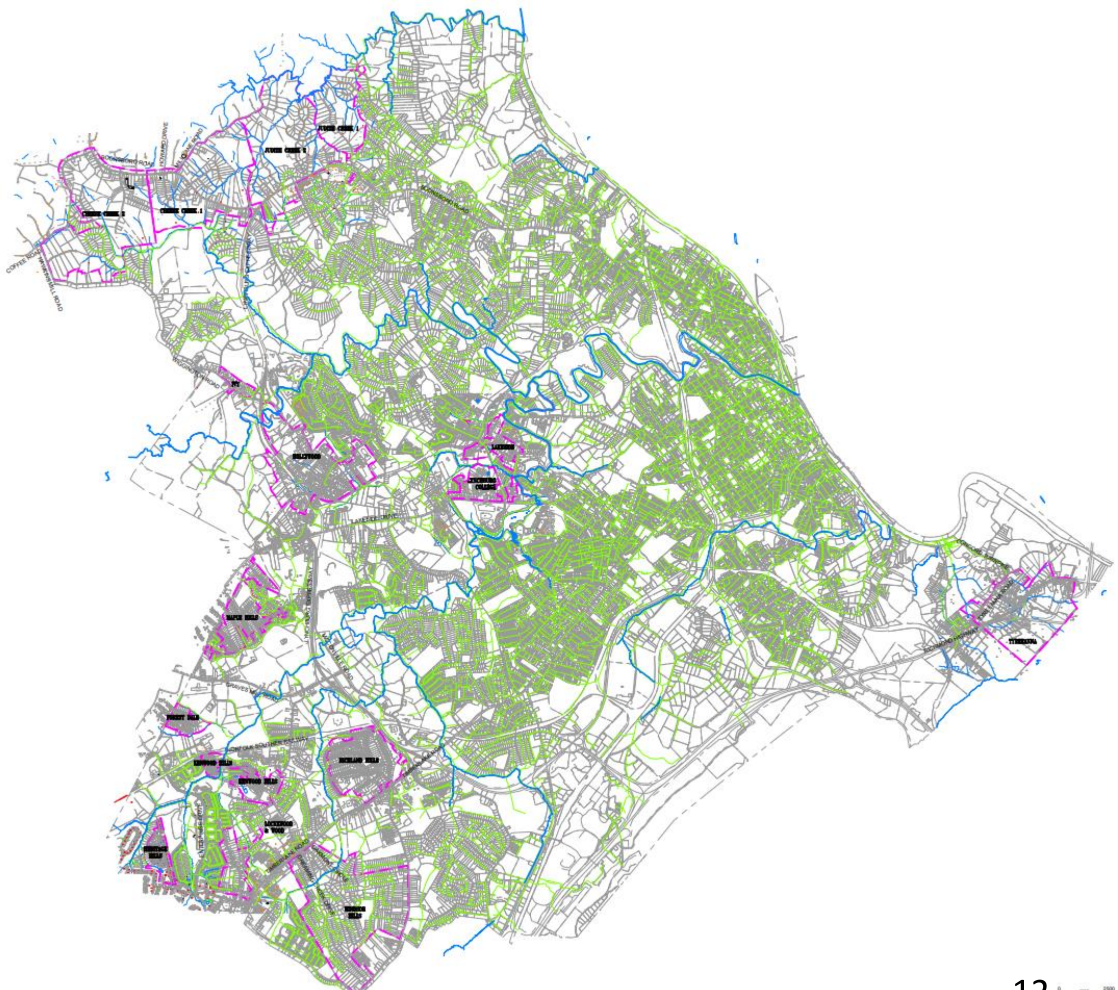
Sewer Capacity Issues

LOS Map Future 2-yr



Unsewered Areas

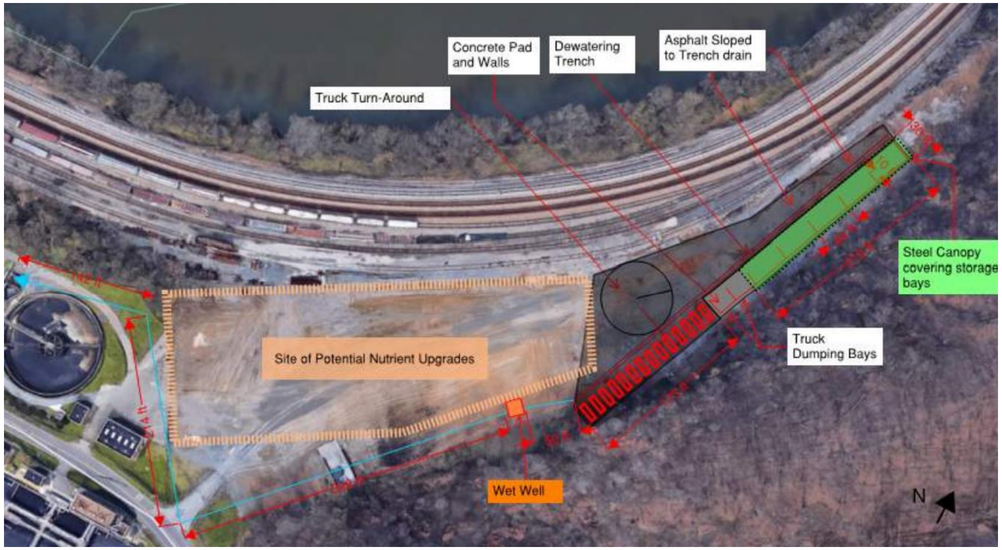
- 18 Subdivisions
- 2457 Lots
- Total sewer length = 297,581 feet (56.36 miles)
- Average cost per lot = $38,800
- Minimum cost per lot = $20,700
- Maximum cost per lot = $122,100



Water Resource Recovery Facility

Solids Master Plan

- 70 wet tons per day
- Dispose at: Region 2000 Landfill, Maplewood Landfill, Land Application
- CIP Needs $63 million
- Evaluating 5 options – looking at life cycle costs. Drier sludge = higher capital cost + lower disposal costs
- Life cycle costs range from $73M to $104M



Sewer Fund – 20 Year Priorities

- Complete CSO Program = $50 million ($25million State ARPA Funds = $25 million local)
- Sewer System Capacity Improvements = $22 million
- Extending Sewer to Unsewered Areas = $95.4 million in needs ($40 million over 20 years)
- Lynchburg Water Resource Recovery Facility – Solids Master Plan = $63 million
- Sewer Collection System Renewal = $107 million
- Other minor projects = $12 million
- Potential Regulatory Requirements (Nutrients, PFAS, PCBs, other) = $100+ million?

Total Projected Sewer Fund CIP Needs = $394 million ($19.7 million per year)

Stormwater Fund – 20 Year Priorities

- Meet current Chesapeake Bay water quality goals, however, more reductions may be required in the future
- Other water quality requirements are pending (PCB Total Maximum Daily Load (TMDL), Benthic (TMDL), etc.
- Compliance with stringent permit requirements
- Green infrastructure maintenance and renewal
- Failing stormwater infrastructure most challenging issue (Currently assessing condition and developing priorities)
- Drainage issues
- Incorporate stormwater improvements into other neighborhood projects
- Overall stormwater infrastructure needs still being determined

Capital Expenditures – Past 5 years

	Water	Sewer	Stormwater
Capital Expenditures - FY20	$4,427,100	$28,589,700	$2,508,500
Capital Expenditures - FY19	4,862,400	17,661,100	841,700
Capital Expenditures - FY18	3,447,300	11,184,700	984,400
Capital Expenditures - FY17	4,650,800	7,704,100	1,804,500
Capital Expenditures - FY16	2,781,100	8,354,500	561,500
Total	**$20,168,700**	**$73,494,100**	**$6,700,600**
Average	**$4,033,740**	**$14,698,820**	**$1,340,120**

Note: Sewer includes $30 million state grant and Stormwater includes a $1.69 million in a Stormwater Local Assistance Fund grant

LYNCHBURG WATER RESOURCES

Needed Capital Expenditures

- Sewer = $19.7 million per year vs. $14.7 million per year currently
- Water = $12.5 million per year vs. $4.0 million per year currently
- Stormwater – Actual spending needs are not yet developed but likely greater than current $1.3 million per year

Realistic Water Fund Capital Expenditure Goals

- Reduce buried infrastructure replacement/renewal rate to 150-year cycle ($40 million)
- Reduce general water system renewal ($6 million)
- Reduce downtown renewal ($2 million)

Total 20-year CIP = $203 million or $10.15 million annually

Realistic Sewer Fund Capital Expenditure Goals

- Assume that $50 million in regulatory upgrades will be implemented within the 20-year planning period
- Reduce buried infrastructure replacement/renewal rate to 150-year cycle ($14 million)

Total 20-year CIP = $306 million or $15.3 million annually

Summary and Recommendations

- Water, Sewer, and Stormwater infrastructure needs are significant
- Each year we are falling further behind in adequately addressing needs (Currently on a 200+ year replacement cycle) - Not sustainable

<u>For long term sustainability we need to:</u>

- Continue to seek various funding opportunities and develop funding strategies including modest but steady rate increases
- Commit adequate resources to:
  - Increase Water CIP spending to at least $10 million annually
  - Increase Sewer CIP spending to at least $15 million annually

Discussion & Questions?

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 28, 2021** AGENDA ITEM #: **4(a)**

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

ITEM TITLE: Business Item Briefing: Vacate a Portion of Manassas Street

RECOMMENDATION: *This item will appear for City Council vote on the October 12, 2021 Public Hearing agenda.* Approval of the right-of-way vacation of a portion of Manassas Street.

SUMMARY: Doyle Allen of Hurt & Proffitt, Inc., on behalf of DBI Capital Group, LLC, is petitioning to vacate an unopened portion of Manassas Street right-of-way, located between Confederate Avenue and South Street (formerly Valley Street). The right-of-way vacation is proposed as part of the Townes at Locust Thicket subdivision. The total area of the proposed vacation is approximately nine tenths (0.9) of an acre.

The area to be vacated includes unimproved, wooded land. The vacation would not impact vehicle or pedestrian access.

PRIOR ACTION(S): February 17, 2021: The Technical Review Committee (TRC) reviewed the petition. Their comments have been addressed.

FISCAL IMPACT: Based on the zoning of the adjacent lots and property frontage, the value of the property is anticipated to be approximately $27,000.00.

CONTACT(S): Eve Mergenthaler, Planner I – 455-3900
Tom Martin, City Planner – 455-3900

ATTACHMENT(S):
- Ordinance
- Street Vacation Plat
- Title Work
- Application

REVIEWED BY: raw

107A

UNCODIFIED ORDINANCE:

AN ORDINANCE VACATING RIGHT-OF-WAY KNOWN AS MANASSAS STREET.

WHEREAS, Doyle Allen, on behalf of DBI Capital Group, LLC, is petitioning to vacate right-of-way known as Manassas Street; and

WHEREAS, City Council finds that no public inconvenience will result from vacating the right of way; and

WHEREAS, City Council determined that the City has no need for the portion of public right-of-way in question and the City's continued ownership of such public right-of-way is not necessary or required to serve the best interest of the City;

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Lynchburg, on its own motion, and in accordance with the provisions of Section 15.2-2006 of the Code of Virginia, 1950, as amended, and Sections 35-71 through 35-77 of the City Code, 1981, as amended, the following described right-of-way be, and the same hereby is, discontinued and vacated, namely:

LEGAL DESCRIPTION
BEGINNING AT A POINT ON THE WESTERLY RIGHT OF WAY OF CONFEDERATE AVENUE AND THE NORTHERLY RIGHT OF WAY OF MANASSAS STREET; THENCE WITH SAID RIGHT OF WAY OF CONFEDERATE AVENUE ALONG A CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 05°15'18", A RADIUS OF 552.78', AN ARC LENGTH OF 50.70', A CHORD BEARING OF S39°26'09"E, AND A CHORD LENGTH OF 50.68'; THENCE LEAVING THE RIGHT OF WAY OF CONFEDERATE AVENUE AND ALONG THE RIGHT OF WAY OF MANASSAS STREET S59°58'10"W A DISTANCE OF 168.97';THENCE ALONG AN ARC TO THE RIGHT HAVING A CENTRAL ANGLE OF 90°00'00", A RADIUS OF 193.18', AN ARC LENGTH OF 303.45', A CHORD BEARING OF N75°01'50"W, AND A CHORD LENGTH OF 273.20'; THENCE N30°01'50"W A DISTANCE OF 353.66; THENCE N55°45'19"E A DISTANCE OF 50.14'; THENCE S30°01'50"E A DISTANCE OF 357.34'; THENCE ALONG AN ARC TO THE LEFT HAVING A CENTRAL ANGLE OF 90°00'00", A RADIUS OF 143.18', AN ARC LENGTH OF 224.91', A CHORD BEARING OF S75°01'50"E, AND A CHORD LENGTH OF 202.49'; THENCE N59°58'10"E A DISTANCE OF 160.68'; WHICH IS THE POINT OF BEGINNING AND HAVING AN AREA OF 0.900 ACRES; AND SHOWN ON THE ATTACHED EXHIBIT SHOWING VACATION OF POINDEXTER STREET AND A PORTION OF MANASSAS STREET.

Provided, however, that any easement to locate, relocate, repair, replace, maintain and perpetually operate all utilities currently located therein or needed by the City in the future is hereby reserved unto the City of Lynchburg and the construction of a permanent structure over any utility line without the prior written approval of the City is prohibited.

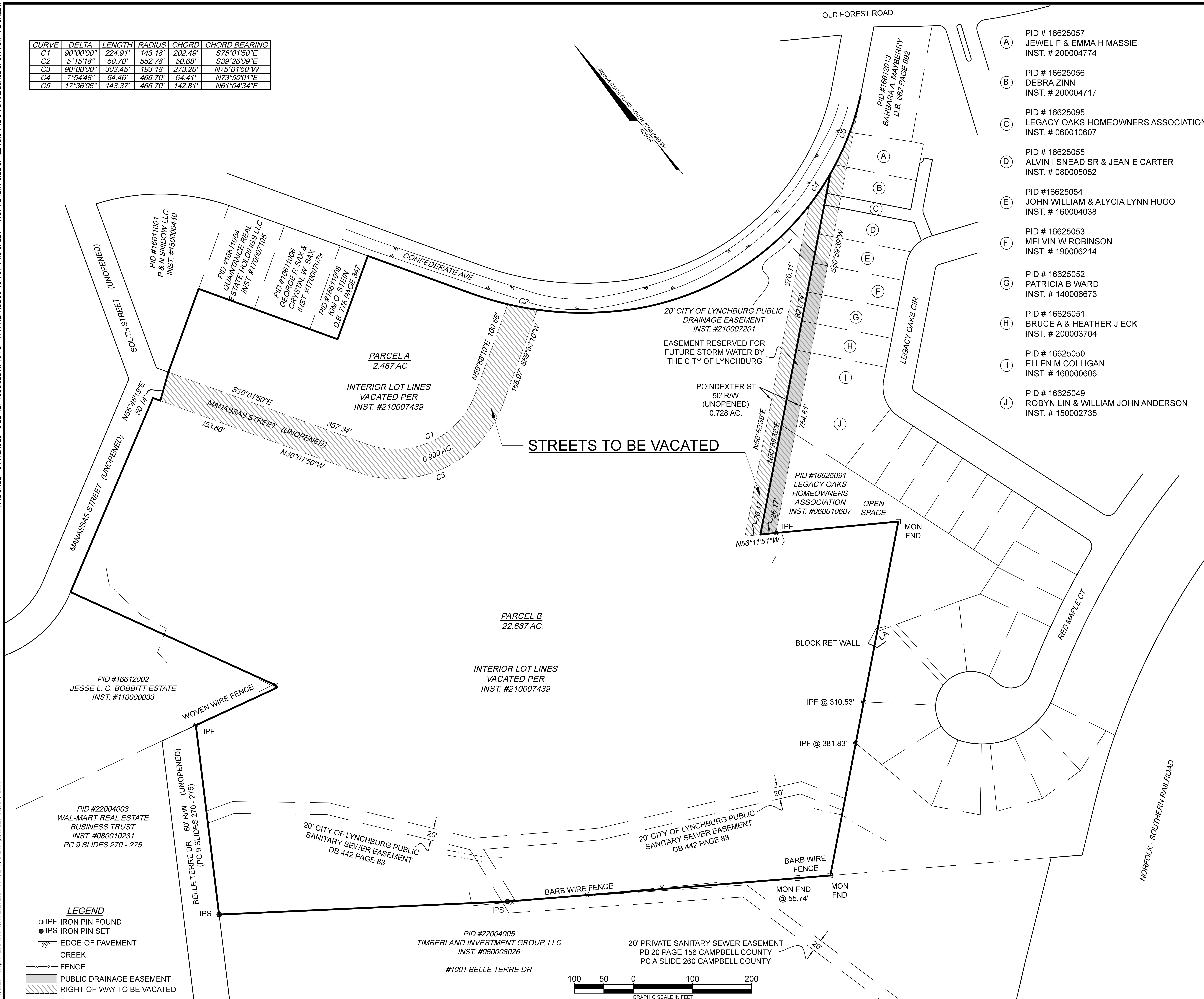
BE IT FURTHER ORDAINED that the Clerk of Council is hereby authorized and directed to deliver a duly certified copy of this ordinance to the Clerk of the Circuit Court for the City of Lynchburg so that said certified copy of this ordinance may be recorded as deeds are recorded and indexed in the name of the City of Lynchburg, and the City Manager is hereby authorized to sign any documents that may be needed to complete the vacation of the right-of-way.

Adopted:

Certified: ________________________________
Clerk of Council

THIS SHEET IS INTENDED TO BE REPRODUCED AT 18"X24". ANY REPRODUCTION OF THIS SHEET AT A DIFFERENT SIZE SHALL VOID THE ORIGINAL SCALE SHOWN ON THE SHEET

CURVE	DELTA	LENGTH	RADIUS	CHORD	CHORD BEARING
C1	90°00'00"	224.91'	143.18'	202.49'	S75°01'50"E
C2	5°15'18"	50.70'	552.78'	50.68'	S39°26'09"E
C3	90°00'00"	303.45'	193.18'	273.20'	N75°01'50"W
C4	7°54'48"	64.46'	466.70'	64.41'	N73°50'01"E
C5	17°36'06"	143.37'	466.70'	142.81'	N61°04'34"E



(A) PID # 16625057 JEWEL F & EMMA H MASSIE INST. # 200004774

(B) PID # 16625056 DEBRA ZINN INST. # 200004717

(C) PID # 16625095 LEGACY OAKS HOMEOWNERS ASSOCIATION INST. # 060010607

(D) PID # 16625055 ALVIN I SNEAD SR & JEAN E CARTER INST. # 080005052

(E) PID #16625054 JOHN WILLIAM & ALYCIA LYNN HUGO INST. # 160004038

(F) PID # 16625053 MELVIN W ROBINSON INST. # 190006214

(G) PID # 16625052 PATRICIA B WARD INST. # 140006673

(H) PID # 16625051 BRUCE A & HEATHER J ECK INST. # 200003704

(I) PID # 16625050 ELLEN M COLLIGAN INST. # 160000606

(J) PID # 16625049 ROBYN LIN & WILLIAM JOHN ANDERSON INST. # 150002735

LEGEND

- IPF IRON PIN FOUND
- IPS IRON PIN SET
- EDGE OF PAVEMENT
- CREEK
- FENCE
- PUBLIC DRAINAGE EASEMENT
- RIGHT OF WAY TO BE VACATED

Aug 19, 2021 - 4:03pm \\DATA01\Projects\2020\20201304\Survey\CAD\dwg\STREET VACATION.dwg

HURT & PROFFITT
INSPIRED / RESPONSIVE / TRUSTED
434.847.7796
2524 LANGHORNE ROAD
LYNCHBURG, VA. 24501
HANDP.COM
ENGINEERING • SURVEYING • LAND DEVELOPMENT • ENVIRONMENTAL
GEOTECHNICAL • CONSTRUCTION TESTING & INSPECTION • CULTURAL RESOURCES

EXHIBIT SHOWING AREA OF POINDEXTER STREET AND A PORTION OF MANASSAS STREET TO BE VACATED

CITY OF LYNCHBURG, VIRGINIA

PROJECT NO.	20201304
FILE NO.	SL-15283
LAT.	37.41247°
LONG.	-79.20311°
DATE:	08/19/2021
DRAWN BY:	JMM
CHECKED BY:	DBA

SHEET NO.	REV.
1 OF 1	

Seth E. Twery, P.C.
Attorney at Law

715 Court Street, Second Floor
Post Office Box 185
Lynchburg, Virginia 24505-0185

Telephone (434) 845-5285
Fax (434) 845-5287
E-mail: seth@sethtwery.com
Website: www.sethtwery.com

January 18, 2021

City Planning and Community Development
900 Church St.
Lynchburg, Virginia 24504

To Whom It May Concern:

DBI Capital Group, LLC, secured my services to give an opinion as to the title to and undeveloped and unimproved portion of Manassas Street, formerly Barksdale Street, lying adjacent to and between Confederate Avenue and the northwestern edge of the Subdivision of Barksdale Place in the City of Lynchburg, to determine ownership of the currently platted street, to insure future care and upkeep of the land.

Whereas, the right of way for Manassas Street was created by a subdivision plat entitled "MAP OF SUBDIVISION OF BARKSDALE PLACE, CAMPBELL COUNTY, VA., made by Edley Craighill, Engineer, dated June, 1933, and recorded in the Clerk's Office of the Circuit Court of Campbell County, Virginia, in Plat Book 6, Exhibit 66.

Whereas, the original developers, Mary Elizabeth Harrell Poindexter and Alfred Scott Barksdale did not reserve fee in the streets.

Whereas, the property in question was located in the County of Campbell at the time the subdivision plat was recorded.

Whereas, there was no formal acceptance of the streets in this subdivision by the County of Campbell.

Whereas, The City of Lynchburg annexed a certain portion of Campbell County on January 1, 1958 which contained the subject property.

Whereas, Virginia is a Common Law state.

Whereas, that certain portion of Manassas St. which the abutting lot owner wishes to vacate is unimproved, also known as a paper street and has never been open to the public.

Therefore, it is my opinion in this matter that the title to the unimproved portion of Manassas St is currently vested in DBI Capital Group, LLC, on all relevant sides, and that the Company will maintain and provide for upkeep of the property in the future.

Please let me know if there are any questions and thank you to you and the City Attorney for helping us on this matter.

Very truly yours,
Seth E. Twery, P.C.

By:

Seth E. Twery

SET/mbt

Department of Community Development
City Hall, 900 Church Street
Lynchburg, Virginia 24504
PHONE • (434) 455-3900
FAX • (434) 845-7630

The City of Lynchburg, Virginia

RIGHT-OF-WAY VACATION PACKET

1. PETITIONER: The applicant is the: •Owner ■ •Contract Purchaser: ☐ •Contract Leaseholder: ☐
   Name: DBI Capital Group, LLC
   Street: 828 Main City: Lynchbı State: VA Zip: 24504
   Telephone#: 841 3812 E-Mail: bill@counts auction.com
   E-Signed: ____________________________ (Petitioner) Date: 1/29/21

2. OWNER: (if different from petitioner; otherwise leave this section blank)
   Name: Same
   Street: City: State: Zip:
   Telephone#: Email:
   E-Signed: ____________________________ (Owner) Date: 1/29/21

3. REPRESENTATIVE:
   Name: Doyle Allen Firm Name: Hurt and Proffitt
   Street: 2524 Langhor City: Lynchbı State: VA Zip: 24502
   Telephone#: 5460102 Email: dallen@handp.com

	Application Submittal Requirements - Right-of-Way Vacation
	One (1) original signed right-of-way vacation application, complete with metes and bounds description and any adjoining owner signatures.
	Three (3) copies of a title search or opinion from an attorney or title examiner determining ownership of the right-of-way after it is vacated. A copy of a sample opinion letter is included with the right-of-way vacation application.
	Six (6) copies of a sketch (or plat) showing the right-of-way to be vacated.
	Photos of notification signs (if applicable)
	A check payable to the City of Lynchburg in the amount set forth in the fee schedule adopted by City Council ($75)
	Electronic copy of all submittals. (Electronic copies may be submitted through eTrakit by contacting Victoria Glasgow @ 434-455-3937, by email at victoria.glasgow@lynchburgva.gov or on a flashdrive. Please name the files in the following format: (YY-MM-DD _File name)

This following describes the materials needed and steps involved in a right-of-way (ROW) vacation. This process takes roughly 90-120 days from submittal until the decision to vacate is made.

1. Submit the required materials to the Department of Community Development, located at 900 Church Street (second floor):
   a. One (1) original signed ROW vacation application, complete with metes and bounds description (usually provided by a surveyor) and any adjoining owner signatures.
      i. Be aware that any disagreement by affected adjoining land owners may result in City Council denying the ROW vacation.
   b. Six (6) copies of a sketch (or plat) showing the ROW to be vacated.
   c. Three (3) copies of a title search or opinion from an attorney or title examiner determining ownership of the right-of-way after it is vacated. A copy of a sample opinion letter is included with the right-of-way vacation application
      i. In order for the ROW to be vacated by the City, the ownership of the ROW after it is vacated must first be determined. As a petitioner (or their representative) interested in having the City vacate ROW in order to serve the petitioner's interest, you will be required to provide this information.
      ii. Past laws dictating how ROW was dedicated and annexation history of the ROW need to be taken into consideration during the research process. Here are some, but not all, things to consider when performing the title research:
         1. Was the property in question publicly dedicated?

a. Some ROW's are simply left by the developer/owner as private, joint and common use, to adjacent properties.
b. Private alleys, etc., are generally private issues that do not involve the City

2. If the ROW is public, in which locality (city or county) was the ROW dedicated?
    a. When was the ROW dedicated?
    b. Which law was in effect at the time of dedication? Certain acquisition years mean the City/locality only acquired the right to use the ROW. Fee simple ownership would be retained by the property owner dedicating the ROW to the locality.
    c. Was the ROW dedicated by deed, plat, or prescription?
    d. Did the locality accept the ROW?
    e. Was the ROW dedicated to VDOT?
        i. ROW dedicated to counties was most likely state maintained and state owned.
        ii. Annexation by the City does not automatically determine the annexed ROW's clear title to the City. Often the ROW ownership is retained by the State even though the City is maintaining the ROW.
3. A copy of an article discussing the factors that are to be considered when determining who gets title to a vacated right-of-way is included with the Right-of-Way Vacation Application.

d. If the application is for an active ROW (ex. a street or alley that is used by the public), submit photos of notification signs posted in the area to be vacated. Sign formatting requirements can be found in City Code §35.2-10.14.3.b. This is to be arranged and paid for by the petitioner.
    i. Active ROW petitions also require notice be mailed to property owners within 200' of the proposed vacation. This cost will be billed to the petitioner.

di. A check payable to the City of Lynchburg in the amount set forth in the fee schedule adopted by City Council ($75)

dii. Electronic copy of all submittals. (Electronic copies may be submitted through eTrakit by contacting Victoria Glasgow @ 434-455-3937, by email at victoria.glasgow@lynchburgva.gov or on a flashdrive. Please name the files in the following format: (YY-MM-DD _File name)

2. Upon determining that the application materials are complete and sufficient, the petition will be reviewed by the City's Technical Review Committee.
    a. City departments will have the opportunity to comment and voice any concerns over vacating the ROW.
    b. The Planning Division generally does not support vacating ROW that is reserved for future street connectivity.
    c. Usually, attendance at this meeting is not required, unless the ROW is active or part of a larger development project.
3. The petition will be scheduled for review by the Physical Development Committee (PDC), usually held on the second Tuesday morning of the month.
    a. This is a three member board, composed of three members of City Council. The mayor also sits on this board.
    b. The Planning Division will present its recommendation.
    c. PDC will deliberate and forward the petition on to full council as they see fit.
    d. Attendance is required at this meeting (by the petitioner or the representative)
4. The petition will be advertised in the newspaper, as required by state code. This cost will be billed to the petitioner.
5. The petition will be scheduled for a public hearing with City Council.
    a. Members of the public may speak in favor of or against the petition.
    b. Council will vote to approve to approve or deny the vacation.

APPLICATION FOR THE VACATION OF A
Portion of Manassas Street
Street/Alley/Right-of-way
LOCATED BETWEEN
Confederate Avenue and South Street (formerly Valley Street) unopen

The undersigned applicant, DBI Capital Group, LLC pursuant to the provisions of Section 51.1-364 of the Code of Virginia, 1950, as amended, and Sections 35-71 to 35-77, both inclusive, of the Lynchburg City Code, 1981, as amended, respectfully makes application to the Lynchburg City Council for the vacation of that certain street right of way described as follows:

BEGINNING AT A POINT ON THE WESTERLY RIGHT OF WAY OF CONFEDERATE AVENUE AND THE NORTHERLY RIGHT OF WAY OF MANASSAS STREET; THENCE WITH SAID RIGHT OF WAY OF CONFEDERATE AVENUE ALONG A CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 05°15'18", A RADIUS OF 552.78', AN ARC LENGTH OF 50.70', A CHORD BEARING OF S39°26'09"E, AND A CHORD LENGTH OF 50.68'; THENCE LEAVING THE RIGHT OFWAY OF CONFEDERATE AVENUE AND ALONG THE RIGHT OF WAY OF MANASSAS STREET S59°58'10"W A DISTANCE OF 168.97';THENCE ALONG AN ARC TO THE RIGHT HAVING A CENTRAL ANGLE OF 90°00'00", A RADIUS OF 193.18', AN ARC LENGTH OF 303.45', A CHORD BEARING OF N75°01'50"W, AND A CHORD LENGTH OF 273.20'; THENCE N30°01'50"W A DISTANCE OF 353.86; THENCE N55°45'19"E A DISTANCE OF 50.14'; THENCE S30°01'50"E A DISTANCE OF 357.34'; THENCE ALONG AN ARC TO THE LEFT HAVING A CENTRAL ANGLE OF 90°00'00", A RADIUS OF 143.18', AN ARC LENGTH OF 224.91', A CHORD BEARING OF S75°01'50"E, AND A CHORD LENGTH OF 202.49'; THENCE N59°58'10"E A DISTANCE OF 160.68'; WHICH IS THE POINT OF BEGINNING AND HAVING AN AREA OF 0.900 ACRES; AND SHOWN ON THE ATTACHED EXHIBIT SHOWING VACATION OF POINDEXTER STREET AND A PORTION OF MANASSAS STREET.

The applicant further requests the Lynchburg City Council to hold a public hearing on this application at its meeting to be held in the Council Chamber, City Hall, 900 Church Street, Lynchburg, Virginia, on ________________________, 20_____, at 7:30 p.m., or as soon thereafter as the matter may be heard, and at the conclusion of which hearing to consider whether or not to vacate the above described _street right of way.

The City does not guarantee that the adjoining property owners get title to any portions of a public street or alley that is vacated. When vacating public right of way the City is only giving up its interest in the public right of way. State law determines who gets title to the vacated right of way. Anyone who wishes to acquire an interest in the vacated right of way should consult with an attorney or title examiner.

Given under my hand this ________ day of ____________________,
20_____.

____
DBI Capital Group, LLC: Applicant
828 Main Street 15^{th} Floor
Lynchburg, VA
Address
434 841 3812
Telephone Number

WE, THE ADJOINING PROPERTY OWNER(S), ARE IN AGREEMENT TO THE VACATION OF THE ABOVE DESCRIBED PROPERTY.

___none__________________________

____
Address

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 28, 2021** AGENDA ITEM #: **4(b)**

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

ITEM TITLE: Business Item Briefing: Vacate Poindexter Street

RECOMMENDATION: *This item will appear for City Council vote on the October 12, 2021 Public Hearing agenda.* Approval of the right-of-way vacation of Poindexter Street.

SUMMARY: Doyle Allen of Hurt & Proffitt, Inc., on behalf of DBI Capital Group, LLC, is petitioning to vacate the unopened Poindexter Street right-of-way, located off of Confederate Avenue. The right-of-way vacation is proposed as part of the Townes at Locust Thicket subdivision. The total area of the proposed vacation is approximately seven hundred twenty-eight thousandths (0.728) of an acre.

The area to be vacated includes unimproved, wooded land and a storm water drainage easement. The vacation would not impact vehicle or pedestrian access.

PRIOR ACTION(S): February 17, 2021: The Technical Review Committee (TRC) reviewed the petition. Their comments have been addressed.

FISCAL IMPACT: Based on the zoning of the adjacent lots and property frontage, the value of the property is anticipated to be approximately $21,800.00.

CONTACT(S): Eve Mergenthaler, Planner I – 455-3900
Tom Martin, City Planner – 455-3900

ATTACHMENT(S):
- Ordinance
- Street Vacation Plat
- Title Work
- Application

REVIEWED BY: raw

108A

UNCODIFIED ORDINANCE:

AN ORDINANCE VACATING RIGHT-OF-WAY KNOWN AS POINDEXTER STREET.

WHEREAS, Doyle Allen, on behalf of DBI Capital Group, LLC, is petitioning to vacate right-of-way known as Poindexter Street; and

WHEREAS, City Council finds that no public inconvenience will result from vacating the right of way; and

WHEREAS, City Council determined that the City has no need for the portion of public right-of-way in question and the City's continued ownership of such public right-of-way is not necessary or required to serve the best interest of the City;

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Lynchburg, on its own motion, and in accordance with the provisions of Section 15.2-2006 of the Code of Virginia, 1950, as amended, and Sections 35-71 through 35-77 of the City Code, 1981, as amended, the following described right-of-way be, and the same hereby is, discontinued and vacated, namely:

LEGAL DESCRIPTION
BEGINNING AT A POINT ON THE WESTERLY RIGHT OF WAY OF CONFEDERATE AVENUE AND THE NORTHERLY RIGHT OF WAY OF POINDEXTER STREET; THENCE WITH SAID RIGHT OF WAY OF CONFEDERATE AVENUE ALONG A CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 25°30'55", A RADIUS OF 466.70', AN ARC LENGTH OF 207.83', A CHORD BEARING OF N65°01'58"E, AND A CHORD LENGTH OF 206.12'; THENCE LEAVING SAID RIGHT OF WAY OF CONFEDERATE AVENUE AND ALONG THE RIGHT OF WAY OF POINDEXTER STREET S50°59’39"W A DISTANCE OF 754.61'; THENCE N56°11'49"W A DISTANCE OF 52.34'; THENCE N50°59'39"E A DISTANCE OF 570.11'; WHICH IS THE POINT OF BEGINNING AND HAVING AN AREA OF 0.724 ACRES; AND SHOWN ON THE ATTACHED EXHIBIT SHOWING VACATION OF POINDEXTER STREET AND A PORTION OF MANASSAS STREET.

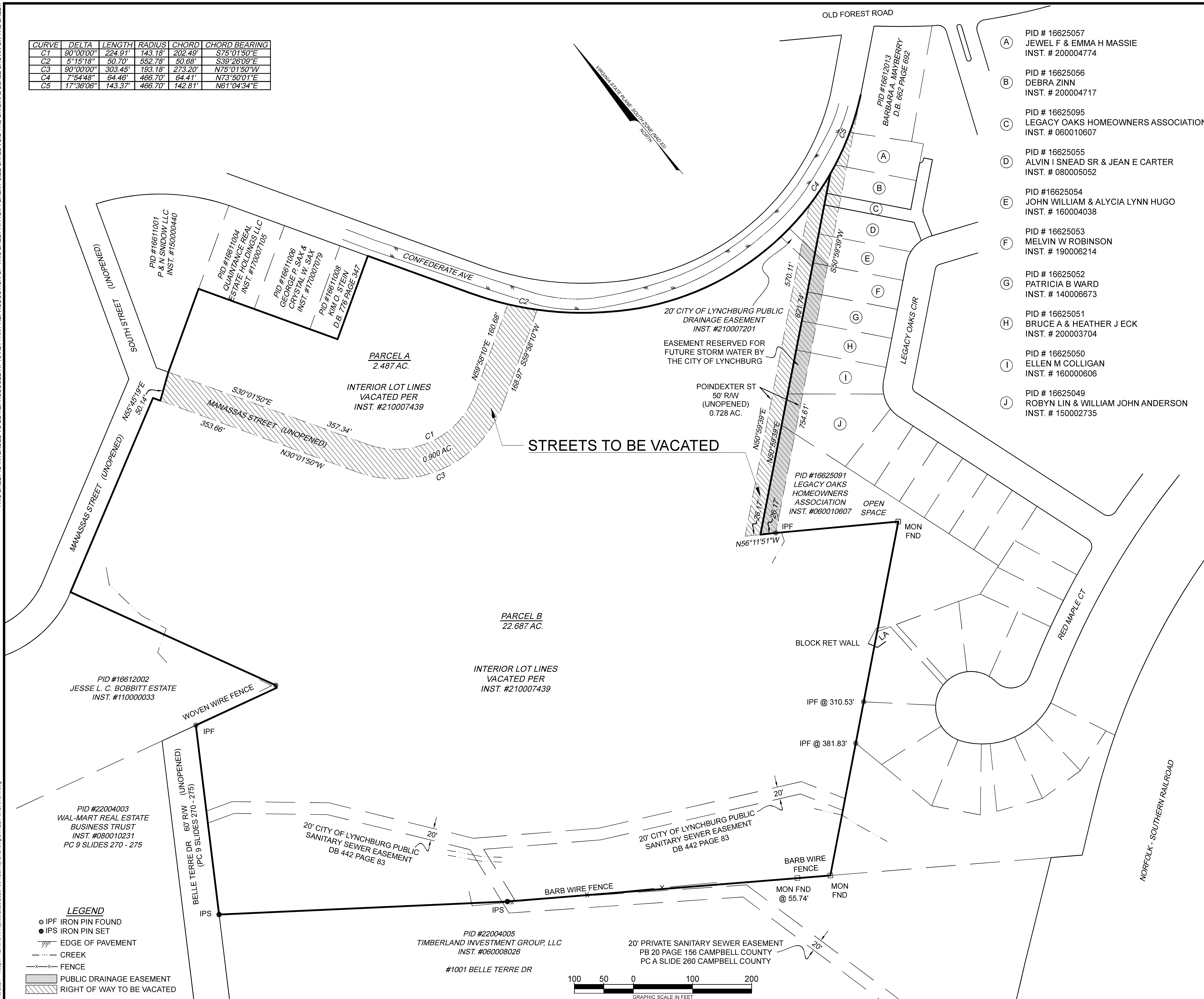
Provided, however, that any easement to locate, relocate, repair, replace, maintain and perpetually operate all utilities currently located therein or needed by the City in the future is hereby reserved unto the City of Lynchburg and the construction of a permanent structure over any utility line without the prior written approval of the City is prohibited.

BE IT FURTHER ORDAINED that the Clerk of Council is hereby authorized and directed to deliver a duly certified copy of this ordinance to the Clerk of the Circuit Court for the City of Lynchburg so that said certified copy of this ordinance may be recorded as deeds are recorded and indexed in the name of the City of Lynchburg, and the City Manager is hereby authorized to sign any documents that may be needed to complete the vacation of the right-of-way.

Adopted:

Certified: ______________________________
Clerk of Council

CURVE	DELTA	LENGTH	RADIUS	CHORD	CHORD BEARING
C1	90°00'00"	224.91'	143.18'	202.49'	S75°01'50"E
C2	5°15'18"	50.70'	552.78'	50.68'	S39°26'09"E
C3	90°00'00"	303.45'	193.18'	273.20'	N75°01'50"W
C4	7°54'48"	64.46'	466.70'	64.41'	N73°50'01"E
C5	17°36'06"	143.37'	466.70'	142.81'	N61°04'34"E



A PID # 16625057 JEWEL F & EMMA H MASSIE INST. # 200004774

B PID # 16625056 DEBRA ZINN INST. # 200004717

C PID # 16625095 LEGACY OAKS HOMEOWNERS ASSOCIATION INST. # 060010607

D PID # 16625055 ALVIN I SNEAD SR & JEAN E CARTER INST. # 080005052

E PID #16625054 JOHN WILLIAM & ALYCIA LYNN HUGO INST. # 160004038

F PID # 16625053 MELVIN W ROBINSON INST. # 190006214

G PID # 16625052 PATRICIA B WARD INST. # 140006673

H PID # 16625051 BRUCE A & HEATHER J ECK INST. # 200003704

I PID # 16625050 ELLEN M COLLIGAN INST. # 160000606

J PID # 16625049 ROBYN LIN & WILLIAM JOHN ANDERSON INST. # 150002735

LEGEND

- IPF IRON PIN FOUND
- IPS IRON PIN SET
- EDGE OF PAVEMENT
- CREEK
- FENCE
- PUBLIC DRAINAGE EASEMENT
- RIGHT OF WAY TO BE VACATED

HURT & PROFFITT
INSPIRED / RESPONSIVE / TRUSTED
434.847.7796
2524 LANGHORNE ROAD
LYNCHBURG, VA. 24501
HANDP.COM
ENGINEERING • SURVEYING • LAND DEVELOPMENT • ENVIRONMENTAL
GEOTECHNICAL • CONSTRUCTION TESTING & INSPECTION • CULTURAL RESOURCES

EXHIBIT SHOWING AREA OF POINDEXTER STREET AND A PORTION OF MANASSAS STREET TO BE VACATED

CITY OF LYNCHBURG, VIRGINIA

PROJECT NO.	20201304
FILE NO.	SL-15283
LAT.	37.41247°
LONG.	-79.20311°
DATE:	08/19/2021
DRAWN BY:	JMM
CHECKED BY:	DBA

SHEET NO.	REV.
1 OF 1	

THIS SHEET IS INTENDED TO BE REPRODUCED AT 18"X24". ANY REPRODUCTION OF THIS SHEET AT A DIFFERENT SIZE SHALL VOID THE ORIGINAL SCALE SHOWN ON THE SHEET

Seth E. Twery, p.c.
Attorney at Law

715 Court Street, Second Floor
Post Office Box 185
Lynchburg, Virginia 24505-0185

Telephone (434) 845-5285
Fax (434) 845-5287
E-mail: seth@sethtwery.com
Website: www.sethtwery.com

January 18, 2021

City Planning and Community Development
900 Church St.
Lynchburg, Virginia 24504

To Whom It May Concern:

DBI Capital Group, LLC, secured my services to give an opinion as to the title to and undeveloped and unimproved portion of Poindexter Street, lying adjacent to and between properties located on Confederate Avenue and Legacy Oaks in the City of Lynchburg, to determine ownership of the currently platted street, to insure future care and upkeep of the land.

Whereas, the right of way for Poindexter Street was created by a subdivision plat entitled "MAP OF SUBDIVISION OF BARKSDALE PLACE, CAMPBELL COUNTY, VA., made by Edley Craighill, Engineer, dated June, 1933, and recorded in the Clerk's Office of the Circuit Court of Campbell County, Virginia, in Plat Book 6, Exhibit 66.

Whereas, the original developers, Mary Elizabeth Harrell Poindexter and Alfred Scott Barksdale did not reserve fee in the streets.

Whereas, the property in question was located in the County of Campbell at the time the subdivision plat was recorded.

Whereas, there was no formal acceptance of the streets in this subdivision by the county of Campbell.

Whereas, The City of Lynchburg annexed a certain portion of Campbell County on January 1, 1958 which contained the subject property.

Whereas, Virginia is a Common Law state.

Whereas, that certain portion of Poindexter St. which the abutting lot owners wish to vacate is unimproved, also known as a paper street and has never been open to the public.

Therefore, it is my opinion in this matter that the title to the unimproved portion of Poindexter St is currently vested in the abutting property owners listed on the "Attachment A" to this letter, who will maintain and provide for upkeep of the property in the future.

Please let me know if there are any questions and thank you to you and the City Attorney for helping us on this matter.

Very truly yours,
Seth E. Twery, P.C.

By:

Seth E. Twery

SET/mbt

The City of Lynchburg, Virginia

RIGHT-OF-WAY VACATION PACKET

Department of Community Development
City Hall, 900 Church Street
Lynchburg, Virginia 24504
PHONE • (434) 455-3900
FAX • (434) 845-7630

1. PETITIONER: The applicant is the: •Owner ▣ •Contract Purchaser: ☐ •Contract Leaseholder: ☐
   Name: DBI Capital Group, LLC
   Street: 828 Main City: Lynchb State: VA Zip: 24504
   Telephone#: 841 3812 E-Mail: bill@counts auction.com
   E-Signed: ____________________________ (Petitioner) Date:

2. OWNER: (if different from petitioner; otherwise leave this section blank)
   Name: Same
   Street: City: State: Zip:
   Telephone#: Email:
   E-Signed: ____________________________ (Owner) Date:

3. REPRESENTATIVE:
   Name: Doyle Allen Firm Name: Hurt and Proffitt
   Street: 2524 Langhoı City: Lynchb State: VA Zip: 24502
   Telephone#: 5460102 Email: dallen@handp.com

	Application Submittal Requirements - Right-of-Way Vacation
	One (1) original signed right-of-way vacation application, complete with metes and bounds description and any adjoining owner signatures.
	Three (3) copies of a title search or opinion from an attorney or title examiner determining ownership of the right-of-way after it is vacated. A copy of a sample opinion letter is included with the right-of-way vacation application.
	Six (6) copies of a sketch (or plat) showing the right-of-way to be vacated.
	Photos of notification signs (if applicable)
	A check payable to the City of Lynchburg in the amount set forth in the fee schedule adopted by City Council ($75)
	Electronic copy of all submittals. (Electronic copies may be submitted through eTrakit by contacting Victoria Glasgow @ 434-455-3937, by email at victoria.glasgow@lynchburgva.gov or on a flashdrive. Please name the files in the following format: (YY-MM-DD _File name)

This following describes the materials needed and steps involved in a right-of-way (ROW) vacation. This process takes roughly 90-120 days from submittal until the decision to vacate is made.

1. Submit the required materials to the Department of Community Development, located at 900 Church Street (second floor):
   a. One (1) original signed ROW vacation application, complete with metes and bounds description (usually provided by a surveyor) and any adjoining owner signatures.
      i. Be aware that any disagreement by affected adjoining land owners may result in City Council denying the ROW vacation.
   b. Six (6) copies of a sketch (or plat) showing the ROW to be vacated.
   c. Three (3) copies of a title search or opinion from an attorney or title examiner determining ownership of the right-of-way after it is vacated. A copy of a sample opinion letter is included with the right-of-way vacation application
      i. In order for the ROW to be vacated by the City, the ownership of the ROW after it is vacated must first be determined. As a petitioner (or their representative) interested in having the City vacate ROW in order to serve the petitioner's interest, you will be required to provide this information.
      ii. Past laws dictating how ROW was dedicated and annexation history of the ROW need to be taken into consideration during the research process. Here are some, but not all, things to consider when performing the title research:
         1. Was the property in question publicly dedicated?

a. Some ROW's are simply left by the developer/owner as private, joint and common use, to adjacent properties.

b. Private alleys, etc., are generally private issues that do not involve the City

2. If the ROW is public, in which locality (city or county) was the ROW dedicated?

a. When was the ROW dedicated?

b. Which law was in effect at the time of dedication? Certain acquisition years mean the City/locality only acquired the right to use the ROW. Fee simple ownership would be retained by the property owner dedicating the ROW to the locality.

c. Was the ROW dedicated by deed, plat, or prescription?

d. Did the locality accept the ROW?

e. Was the ROW dedicated to VDOT?

i. ROW dedicated to counties was most likely state maintained and state owned.

ii. Annexation by the City does not automatically determine the annexed ROW's clear title to the City. Often the ROW ownership is retained by the State even though the City is maintaining the ROW.

3. A copy of an article discussing the factors that are to be considered when determining who gets title to a vacated right-of-way is included with the Right-of-Way Vacation Application.

d. If the application is for an active ROW (ex. a street or alley that is used by the public), submit photos of notification signs posted in the area to be vacated. Sign formatting requirements can be found in City Code §35.2-10.14.3.b. This is to be arranged and paid for by the petitioner.

i. Active ROW petitions also require notice be mailed to property owners within 200' of the proposed vacation. This cost will be billed to the petitioner.

di. A check payable to the City of Lynchburg in the amount set forth in the fee schedule adopted by City Council ($75)

dii. Electronic copy of all submittals. (Electronic copies may be submitted through eTrakit by contacting Victoria Glasgow @ 434-455-3937, by email at victoria.glasgow@lynchburgva.gov or on a flashdrive. Please name the files in the following format: (YY-MM-DD _File name)

2. Upon determining that the application materials are complete and sufficient, the petition will be reviewed by the City's Technical Review Committee.

a. City departments will have the opportunity to comment and voice any concerns over vacating the ROW.

b. The Planning Division generally does not support vacating ROW that is reserved for future street connectivity.

c. Usually, attendance at this meeting is not required, unless the ROW is active or part of a larger development project.

3. The petition will be scheduled for review by the Physical Development Committee (PDC), usually held on the second Tuesday morning of the month.

a. This is a three member board, composed of three members of City Council. The mayor also sits on this board.

b. The Planning Division will present its recommendation.

c. PDC will deliberate and forward the petition on to full council as they see fit.

d. Attendance is required at this meeting (by the petitioner or the representative)

4. The petition will be advertised in the newspaper, as required by state code. This cost will be billed to the petitioner.

5. The petition will be scheduled for a public hearing with City Council.

a. Members of the public may speak in favor of or against the petition.

b. Council will vote to approve to approve or deny the vacation.

APPLICATION FOR THE VACATION OF A
Poindexter Street
Street/Alley/Right-of-way
LOCATED BETWEEN
Confederate Avenue and the end of Poindexter Street unopen

The undersigned applicant, DBI Capital Group, LLC pursuant to the provisions of Section 51.1-364 of the Code of Virginia, 1950, as amended, and Sections 35-71 to 35-77, both inclusive, of the Lynchburg City Code, 1981, as amended, respectfully makes application to the Lynchburg City Council for the vacation of that certain street right of way described as follows:

BEGINNING AT A POINT ON THE WESTERLY RIGHT OF WAY OF CONFEDERATE AVENUE AND THE NORTHERLY RIGHT OF WAY OF POINDEXTER STREET; THENCE WITH SAID RIGHT OF WAY OF CONFEDERATE AVENUE ALONG A CURVE TO THE LEFT HAVING A CENTRAL ANGLE OF 25°30'55", A RADIUS OF 466.70', AN ARC LENGTH OF 207.83', A CHORD BEARING OF N65°01'58"E, AND A CHORD LENGTH OF 206.12'; THENCE LEAVING SAID RIGHT OF WAY OF CONFEDERATE AVENUE AND ALONG THE RIGHT OF WAY OF POINDERTER STREET S50°59'39"W A DISTANCE OF 754.61'; THENCE N56°11'49"W A DISTANCE OF 52.34'; THENCE N50°59'39"E A DISTANCE OF 570.11'; WHICH IS THE POINT OF BEGINNING AND HAVING AN AREA OF 0.724ACRES; AND SHOWN ON THE ATTACHED EXHIBIT SHOWING VACATION OF POINDEXTER STREET AND A PORTION OF MANASSAS STREET.

The applicant further requests the Lynchburg City Council to hold a public hearing on this application at its meeting to be held in the Council Chamber, City Hall, 900 Church Street, Lynchburg, Virginia, on ________________________, 20_____, at 7:30 p.m., or as soon thereafter as the matter may be heard, and at the conclusion of which hearing to consider whether or not to vacate the above described street right of way.

The City does not guarantee that the adjoining property owners get title to any portions of a public street or alley that is vacated. When vacating public right of way the City is only giving up its interest in the public right of way. State law determines who gets title to the vacated right of way. Anyone who wishes to acquire an interest in the vacated right of way should consult with an attorney or title examiner.

Given under my hand this 4th day of June
20 21

DBI Capital Group, LLC
Applicant:

828 Min Street, 15th Floor, Lynchburg, VA.
Address
434 841 3812
Telephone Number

WE, THE ADJOINING PROPERTY OWNER(S), ARE IN AGREEMENT TO THE VACATION OF THE ABOVE DESCRIBED PROPERTY.

Barbara A Mayberry

Barbara A Mayberry

Jewel Massie

Emma Massie

Fred (Jewel) and Emma Massie
Parcel Tax Map #16625057

Debra Zinn

Debra Zinn
Parcel Tax Map #16625056

Glenn H Buck, Chairperson

Legacy Oaks Homeowners Association
Parcel Tax Map #16625095

Jean E. Carter

Alvin Snead and Jean Carter
Parcel Tax Map #16625055

Parcel Tax Map #16625055

John William and Alycia Hugo
Parcel Tax Map #16625054

Melvin Robinson
Parcel Tax Map #16625053

Patricia Ward
Parcel Tax Map #16625052

Bruce and Heather Eck
Parcel Tax Map #16625051

Ellen Colligan

Ellen Colligan
Parcel Tax Map #16625050

Robyn and William Anderson
Parcel Tax Map #16625049

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 28, 2021** AGENDA ITEM #: **4(c)**

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

ITEM TITLE: *Business Item Briefing:* FY 2021 Fourth Quarter and FY 2022 First Quarter Adjustments

RECOMMENDATION: *City Council will consider this item at its regular meeting on September 28, 2021.* Adopt a resolution amending the FY 2021 Operating and Capital Budgets appropriating funds to reflect the FY 2021 Fourth Quarter Adjustments as listed in Attachment A.

Adopt a resolution amending the FY 2022 Operating and Capital Budgets and appropriating or rescinding funds to reflect the FY 2022 First Quarter Adjustments as listed in Attachment B.

Adopt a resolution that FY 2022 General Fund Non-Departmental Poverty Initiative funds may only be spent upon approval by a majority vote of City Council.

SUMMARY: Fourth Quarter adjustments include adjustments that need to be recorded for the fiscal year end. For FY 2021 adjustments include a correction to the Vehicle Capital Charge, adjust grants to actuals, account for additional revenues received for Children's Services Act Fund services and utilize the Snow and Ice Reserve to refill the salt barns.

First Quarter adjustments include amendments to the FY 2022 Adopted Budget to allow CARES funds to be swapped for public safety payroll to fund facility retrofits, the demolition budget to be replenished, funds carried forward by Fire, Police, Human Resources, Parks and Recreation and the Registrar to fund initiatives not included in the budget, and allow the Sheriff's Office to appropriate additional State funds to provide a bonus approved by the General Assembly. Also included is the June 2000 Council approved Information Technology funds transfer, adjust grants to actuals including the Community Development Block Grant, the appropriation of Forfeited Assets by the Commonwealth's Attorney and the Police Department, additional projects to be completed through the Technology Fund, adjust VDOT funding to actuals, appropriate cell tower funds in the Schools Capital Projects Fund, and appropriate Fleet Services funds to replace equipment.

Additional Poverty Initiative funds were not adopted in FY 2022. However, with the approval to carry forward the remaining balance Council will need to approve the resolution for the funds to only be spent with the majority vote of City Council.

PRIOR ACTION(S): Adoption of the FY 2021 Operating and Capital Budgets: June 23, 2020
First Quarter Adjustments: September 8, 2020
Third Quarter Adjustments: April 13, 2021

Adoption of the FY 2022 Operating and Capital Budgets: June 8, 2021

FISCAL IMPACT: As noted on Attachments A and B.

CONTACT(S): Reid Lanham, Accounting Manager, (434) 455-4231

ATTACHMENT(S): Resolutions; Attachment A: FY 2021 Fourth Quarter Adjustments – Summary and Detail; Attachment B: FY 2022 First Quarter Adjustments – Summary and Detail

REVIEWED BY: raw
109A

RESOLUTION: BE IT RESOLVED That the FY 2021 Adopted Budget is amended and funds are appropriated to reflect the Fourth Quarter Adjustments in the General, City/Federal/State Aid, Children's Services Act (CSA) as well as the City Capital Projects Fund are amended as reflected in Attachment A.

And, BE IT RESOLVED that the funds shall be used as identified in Attachment A.

Introduced: Adopted:

Certified: ______________________________
Clerk of Council

RESOLUTION: BE IT RESOLVED That the FY 2022 Adopted Budget is amended and funds are appropriated or rescinded to reflect the First Quarter Adjustments in the General, City/Federal/State Aid, Community Development Block Grant (CDBG), Forfeited Assets, Technology, Fleet as well as the City Capital Projects and Schools Capital Projects Fund as reflected in Attachment B.

And, BE IT RESOLVED that the funds shall be used as identified in Attachment B.

Introduced: Adopted:

Certified: ______________________________
Clerk of Council

RESOLUTION: BE IT RESOLVED that FY 2022 General Fund Non-Departmental Poverty Initiative funds may only be spent upon approval by a majority vote of City Council.

Adopted:

Certified: ______________________________
Clerk of Council

ATTACHMENT A

FY 2021 Fourth Quarter Adjustment
SUMMARY BY FUND

	Expenditures	Additional Revenues	Use of Unassigned Fund Balance	Transfer or Use of Committed/ Assigned Fund Balance
GENERAL FUND	830,018	175,000	549,451	105,567
CITY/FEDERAL/STATE AID FUND	106,282	106,282	-	-
CHILDREN'S SERVICES ACT (CSA) FUND	315,000	233,005	-	81,995
CITY CAPITAL PROJECTS FUND	175,000	-	-	175,000
TOTALS	**$1,426,300**	**$514,287**	**$549,451**	**$362,562**

Department/Division	Amount	Source of Funding: Additional Revenues	Source of Funding: Use of Unassigned Fund Balance	Source of Funding: Transfer or Use of Committed/ Assigned Fund Balance	Purpose
GENERAL FUND					
Non-Departmental - Vehicle Capital Charge	466,741		466,741		To correct the Vehicle Capital Charge.
TRANSFERS					
Human Services	715		715		*Transfer from General Fund to City/Federal/State Aid Fund* to appropriate additional local match funds for the Safe and Stable Grant.
Human Services Children's Services Act (CSA) Fund Payment	81,995		81,995		*Transfer from General Fund to Children's Service Act (CSA) Fund* to appropriate additional local match funds.
Police	105,567			105,567	*Transfer from General Fund to City/Federal/State Aid Fund* to appropriate additional State revenues for Police recruitment and retention.
Transfer to Public Works - Snow and Ice Removal Operating Budget from City Capital Projects Fund	175,000	175,000			*Transfer funds to Public Works - Snow and Ice Removal Operating Budget from City Capital Projects Fund* to appropriate funds from the Snow, Street, and Bridge Reserve to cover the cost to refill the salt barns after the last snow season.

GENERAL FUND

Additional Revenues	$ 175,000
Amount Funded with Use of Unassigned Year End Fund Balance	549,451
Amount Funded with a Transfer of Use of Committed or Assigned Fund Balance	105,567
GENERAL FUND Appropriation Total	$ 830,018

CITY/FEDERAL/STATE AID FUND

Department/Division	Amount	Additional Revenues	Use of Unassigned Fund Balance	Transfer or Use of Committed/ Assigned Fund Balance	Purpose
Human Services	715	715			*Transfer to City/Federal/State Aid Fund from General Fund* to appropriate additional local match funds for the Safe and Stable Grant.
Police	105,567	105,567			*Transfer to City/Federal/State Aid Fund from General Fund* to appropriate additional State revenues for Police recruitment and retention.

CITY/FEDERAL/STATE AID FUND Total	$ 106,282

CHILDREN'S SERVICES ACT (CSA) FUND

Department/Division	Amount	Additional Revenues	Use of Unassigned Fund Balance	Transfer or Use of Committed/ Assigned Fund Balance	Purpose
Human Services	315,000	233,005		81,995	Appropriate additional revenue for Therapeutic Foster Care for more children receiving additional care and services and for Alternative/Private Day School for students of the Lynchburg City Schools. *Transfer to Children's Service Act (CSA) Fund from General Fund* to appropriate additional local match funds.

CSA FUND Total	$ 315,000

CITY CAPITAL PROJECTS FUND

Department/Division	Amount	Additional Revenues	Use of Unassigned Fund Balance	Transfer or Use of Committed/ Assigned Fund Balance	Purpose
Transfer from City Capital Projects Fund to Public Works - Snow and Ice Removal Operating Budget	175,000			175,000	*Transfer from City Capital Projects Fund to Public Works - Snow and Ice Removal Operating Budget* to appropriate funds from the Snow, Street, and Bridge Reserve to cover the cost to refill the salt barns after the last snow season.

CITY CAPITAL PROJECTS FUND Total	$ 175,000

ATTACHMENT B

FY 2022 First Quarter Adjustment
SUMMARY BY FUND

	Expenditures	Additional Revenues	Use of Unassigned Fund Balance	Transfer or Use of Committed/ Assigned Fund Balance
GENERAL FUND	1,849,538	48,443	1,740,850	60,245
CITY/FEDERAL/STATE AID FUND	251,128	251,128	-	-
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND	10,590	10,590	-	-
FORFEITED ASSETS FUND	13,439	-	-	13,439
TECHNOLOGY FUND	300,895	60,245	-	240,650
CITY CAPITAL PROJECTS FUND	371,420	371,420	-	-
SCHOOLS CAPITAL PROJECTS FUND	10,560	10,560	-	-
FLEET SERVICES FUND	12,265	-	12,265	-
TOTALS	**$2,819,835**	**$752,386**	**$1,753,115**	**$314,334**

Department/Division	Amount	Source of Funding: Additional Revenues	Source of Funding: Use of Unassigned Fund Balance	Source of Funding: Transfer or Use of Committed/ Assigned Fund Balance	Purpose
GENERAL FUND					
Alternate CARES	960,286		960,286		Appropriate remaining funds for facility retrofits (City Hall projects, Fire Station 3 addition).
Community Development	21,997		21,997		Appropriate funds to replenish demolition budget as a result of expenditures for an emergency demolition. Demolition, haul away and landfill fees projected to exceed current budget for demolition funding.
Fire	187,787		187,787		Appropriate remaining funds for a simulated mannequin ($57,787), ultrasound training and devices ($30,000), and turnout gear ($100,000).
Human Resources - Occupational Health	99,413		99,413		Appropriate remaining funds for possible overages due to new hire pre-employment testing and physicals and COVID testing.
Human Resources	14,455		14,455		Appropriate remaining funds allocated for Diversity, Equity, and Inclusion to support City-wide initiatives and move to the City Manager's Office On-Site Training Services budget.
Human Resources - Non-Departmental	19,000		19,000		Appropriate remaining funds for the Citywide Recruitment Initiative.
Human Resources - Non-Departmental	7,308		7,308		Appropriate donated funds for the International Festival.
Parks and Recreation	15,000		15,000		Appropriate remaining funds to purchase a trailer for Naturalist program canoes and kayaks.
Police	42,500		42,500		Appropriate remaining funds for the purchase and training of canines.
Police	13,600		13,600		Appropriate remaining funds for ten (10) BolaWrap devices and cartridges.
Police	165,000		165,000		Appropriate remaining funds to purchase seventy-five (75) patrol rifle systems.
Police	47,000		47,000		Appropriate remaining funds for Stratified Policing - Organizational Implementation.
Police - Range	4,754		4,754		Appropriate remaining funds and revenues received over adopted budget to be used for firing range purposes in FY 2022.
Poverty Initiative	91,454		91,454		Appropriate remaining FY 2021 Poverty Initiative Funds.
Registrar	4,178		4,178		Appropriate remaining funds for the Completion of Deputy Registrar National CERA Renewal Class and General Registrar completion of a workshop is a requirement for graduation towards the National CERA Certification.
Registrar - Electoral Board	4,200		4,200		Appropriate funds to Apply the personnel security management minimum security standard set forth by the State Department of Elections that All employees, third parties, and individual volunteers are to have background checks conducted prior to authorizing access to information systems, sensitive information, and assets.
Sheriff's Office	61,361	48,443	12,918		Appropriate additional revenues to be received in FY 2022 for the Sheriff's Office due to 2021 General Assembly Special Session II Action and FY 2022 Bonus Funding Estimates. State positions are fully reimbursed includes four (4) City funded full-time deputy positions which are not reimbursed.

Department/Division	Amount	Source of Funding: Additional Revenues	Source of Funding: Use of Unassigned Fund Balance	Source of Funding: Transfer or Use of Committed/ Assigned Fund Balance	Purpose
Sheriff's Office	30,000		30,000		Appropriate remaining funds for rent not paid in FY 2021 due to continued contract negotiations with the Blue Ridge Regional Jail.

TRANSFERS

Transfer to Technology Fund from Information Technology General Fund Operating Budget	60,245			60,245	*Transfer from General Fund to Technology Fund* of non-personnel unexpended funds to the Technology Fund per June 2000 Council approved Information Technology Policy.

GENERAL FUND

Additional Revenues	$ 48,443
Amount Funded with Use of Unassigned Year End Fund Balance	1,740,850
Amount Funded with a Transfer of Use of Committed or Assigned Fund Balance	60,245
GENERAL FUND Appropriation Total	$ 1,849,538

CITY/FEDERAL/STATE AID FUND

CARES	14,108	14,108			Appropriate interest earned from investing CARES funds to purchase additional personal protective equipment (PPE).
Circuit Court Clerk	50	50			Appropriate additional funds for donations received for the Local Drug Court program.
Community Corrections and Pre-Trial Services	269,303	269,303			Appropriate additional funds received for the continuation of expansion of services to Amherst County ($242,778) which includes three full-time Pre-Trial/Probation Officer positions as well as $26,525 to cover the 5% salary increase for employees. The total grant award for FY 2022 is $783,537, only $514,234 was adopted for FY 2022; this will true-up the grant.
Economic Development	(43,662)	(43,662)			*Transfer to City/Federal State Aid Fund from General Fund Operating Fund* to rescind a portion of the budgeted amount compared to collected from a percentage of Amusement Tax in the Arts and Cultural District that relates to the Arts Grant true up FY 2021.
Fire	(4,532)	(4,532)			True-up the EMS 4-for-Life FY 2021 funding allocation.
Fire	15,861	15,861			True-up the Fire Funding Entitlement FY 2021 funding allocation.

CITY/FEDERAL/STATE AID FUND Total	$ 251,128

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND

Community Development	10,590	10,590			Appropriate additional federal entitlement funds received for FY 2022.

CDBG FUND Total	$ 10,590

Department/Division	Amount	Source of Funding: Additional Revenues	Source of Funding: Use of Unassigned Fund Balance	Source of Funding: Transfer or Use of Committed/ Assigned Fund Balance	Purpose
FORFEITED ASSETS FUND					
Commonwealth's Attorney Office	11,083			11,083	Appropriate Asset Forfeiture revenues received.
Police Department	2,356			2,356	Appropriate Asset Forfeiture revenues received.
FORFEITED ASSETS FUND Total			$	13,439	
TECHNOLOGY FUND					
Information Technology	50,000			50,000	Appropriate funds for Personal Property revenue billing system PCI/RBS upgrade.
Information Technology	139,650			139,650	Appropriate funds to support further implementation of Cherwell modules (IT service management system).
Information Technology	12,000			12,000	Appropriate funds for eTrakiT program replacement (used by Community Development for online permits/inspections/projects); end of life.
Information Technology	19,000			19,000	Appropriate funds for Office 365 step-up licenses (quantity 517: from P1 to G1 level, which is required for Teams usage).
Information Technology	20,000			20,000	Appropriate funds for replacement audio/visual system in the large conference room at the IT building.
Information Technology	60,245	60,245			*Transfer from General Fund to Technology Fund* of non-personnel unexpended funds to the Technology Fund per June 2000 Council approved Information Technology Policy.
TECHNOLOGY FUND Total			$	300,895	
CITY CAPITAL PROJECTS FUND					
Public Works - Engineering	(150,102)	(150,102)			Rescind unused State of Good Repair appropriations for the State of Good Repair 2020 Memorial Avenue Paving project.
Public Works - Engineering	(149,014)	(149,014)			Rescind unused State of Good Repair appropriations for the State of Good Repair 2020 Rivermont Avenue Paving project.
Public Works - Engineering	381,282	381,282			Appropriate additional Federal funds awarded by VDOT for the Pedestrian Improvements-Old Forest Road project.
Public Works - Engineering	289,254	289,254			Appropriate additional Federal funds awarded by VDOT for the Nationwide Roundabout & Pedestrian Improvements project.
CITY CAPITAL PROJECTS FUND Total			$	371,420	
SCHOOLS CAPITAL PROJECTS FUND					
Schools	10,560	10,560			Appropriate funds received from the Rooftop Lease agreement for a cell tower on top of Dunbar Middle School.
SCHOOLS CAPITAL PROJECTS FUND Total			$	10,560	
FLEET SERVICES FUND					
Fleet Services	12,265		12,265		Appropriate remaining funds to purchase an air conditioning machine that will service the new type of freon used in vehicles and to replace an aging cooling unit in the shop.
FLEET SERVICES FUND Total			$	12,265	

CONSENT AGENDA ITEM: A

// A regular meeting of the Council of the City of Lynchburg was held on the 13th day of April, 2021, at 4:00 P.M. in the Council Chamber, City Hall, MaryJane Dolan, President, presiding. The following Members were present:

Present: MaryJane Dolan, Beau Wright, Jeff Helgeson, J. Randy Nelson, Treney Tweedy, Sterling A. Wilder, Chris Faraldi 7

Absent: 0

// In the matter of Budget, Agenda Item #1, Council continued to balance the budget.

Interim City Manager Dr. Reid Wodicka reviewed the Proposed FY 2022 Revenues and Use of Fund Balance. Due to additional state revenue from the Compensation Board and revised local revenue projections, staff are proposing the following: set the Real Property Tax rate to $1.11 per $100 of assessed value; not grow the Unassigned Fund Balance to 12.3% but to leave it at 11.8%; increase Fuel Reserves by $200,000; increase Debt Service Reserve by an additional $200,000; eliminate *Strategic Initiative #3 – Continued Implementation of the City-wide Salary Study particularly for the lowest paid employees in the organization* and instead implement a 5% general wage increase to all employees.

Dr. Wodicka suggested Council first have a conversation and decide where to set the Real Property Tax rate stating that this will help staff and Council understand what the revenues will be as Council continues making decisions for the rest of the budget items. Councilmember Wilder made the motion to set the Real Property Tax Rate at $1.11, citing the long-term needs for the city such as the police headquarters and addressing compression issues as the key reasons. Councilmember Tweedy seconded the motion stating that she considers this an investment in the city.

Councilmember Faraldi stated that with the most recent projections, Council has the ability to lower the tax rate to at least a $1.07 and made the motion to amend the main motion to entertain the discussion of a lower rate. Councilmember Helgeson seconded the motion.

Councilmember Nelson stated that he was in support of this rate which would lighten the load of the citizens. The projected revenues are much higher than originally thought because the economic landscape seems promising. The city can sustain revenues at the $1.07 rate without compromising any of the city's critical needs.

Councilmember Helgeson stated that at the beginning of budget discussions, revenues were tight. Now, the projections of several key revenue sources have been revised upwards and Council can alleviate some of the burden to tax payers. He seconded the amendment to the main motion so that Council can further the discussion.

Councilmember Wilder stated that he is not in support of the amended motion for several reasons, including putting the bond rating at risk; funds are needed to build the police headquarters and for additional firefighters and medic units; and for the cost of living increase for employees.

With no other discussion from Council, the following vote to amend the main motion from $1.11 to $1.07 was recorded:

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

Councilmember Wilder stated that he still supports the main motion.

Councilmember Tweedy stated that she is in support of the main motion because even though projected revenues are higher this year, it does not speak to the years going forward.

Councilmember Faraldi made the motion to amend the main motion to a $1.09, in an attempt to debate a lower rate. Councilmember Helgeson seconded the motion.

Vice Mayor Wright stated that there's no mass exodus of people and they want to live in the city or else property rates would not be increasing. There are short-term needs that need to be funded and he considers the original motion an investment to the City.

Councilmember Nelson stated that he is disappointed Council does not seem to want to entertain a compromise. Citizens don't need to have an additional burden on top of other economic, personal, and emotional burdens that they have sustained over the last year in regards to the pandemic.

Mayor Dolan stated that she does not support the amendment to the main motion. Council needs to invest in the city and in the employees. She also stated that when staff talk about the revenues increasing, in reality they are increasing from the revisions made to the budget due to COVID, which was a reduction from the previous projections. She looks to the city's past, in particular the 2008 recession when Council decreased the tax rate, and the consequences of that action which created so many challenges for the city by way of furloughing employees

With no other discussion from Council, the following vote to amend the main motion from $1.11 to $1.09 was recorded:

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

With no other discussion from Council, the following vote on the main motion to set the Real Estate Tax Rate to $1.11 was recorded:

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

Dr. Wodicka continued reviewing List item #2; *Use of Unassigned Fund Balance.* The staff recommendation is to set the rate to 11.8%. Councilmember Helgeson stated that instead of spending the extra revenues, Council should consider increasing the Unassigned Fund Balance to as high as possible, then use it in the future if it's needed. This would guard against spending the funds frivolously now. Dr. Wodicka advised that setting the rate to a higher percentage and not sustaining that percentage could impact future bond ratings negatively. Councilmember Helgeson responded that Council should consider taking the extra revenues and create a separate reserve so as to not raise then lower the Unassigned Fund Balance.

Councilmember Wilder made the motion to leave the Unassigned Fund Balance at 11.8%, seconded by Vice Mayor Wright.

Councilmember Nelson asked if the 5% local match has to be given in order to receive the state funding in regards to the state employee raises; staff responded that it does. He is in favor of storing away as much as possible in either the Unassigned Fund Balance or an altogether separate reserve in the event of a situation where the revenues aren't there from normal operations, much like what Councilmember Helgeson proposed. Since the state funding for employees is contingent upon the city funding the full 5% for state employees, then he is not in favor of setting up a barrier for that to happen, however; he stated that there could be money in other places to fund the local match.

With no other discussion from Council, the following vote to leave the Unassigned Fund Balance at 11.8% was recorded:

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

Dr. Wodicka continued reviewing List item #3; *School Funding in the proposed amount of $39,828,498.* Councilmember Helgeson included this item on The List. He stated that due to the decline in enrollment, the additional Federal CARES funding, and the burden it imposes on tax payers he cannot justify spending this amount on the schools.

Councilmember Wilder made the motion to strike Item #3 from The List effectively leaving the allocation in the budget. Councilmember Tweedy seconded the motion. Councilmember Wilder stated that the school system has gone through a challenging time period with COVID and it is not a local issue it is a national issue. It cost more to educate children especially in a pandemic with new stress levels. There are now more private and Christian schools' options for families which can explain the decline in enrollment.

Councilmember Tweedy stated that it is her expectation that LCS build back brilliantly and competitively. LCS is a gem to this region and she is asking them to expand their offering and grow their customers and in order to do that, they'll need the funding.

Councilmember Nelson stated that over the past 9 or 10 months, Council has heard every excuse why LCS can't maintain the traditions of excellence that it has been known for. Council has heard from

LCS that they have mastered the COVID world and came up with a plan that is going to be successful and return the schools to the tradition of excellence. LCS said if Council funds at the level requested they will certainly be able to perform at a level they are expected to. He does not want anybody to blame City Council for any shortcoming that the schools may encounter over the next year.

Councilmember Faraldi stated that his concerns are with the decrease in enrollment and increase in costs and yet the graduation rate is still plummeting. Even though Council doesn't govern the schools directly in their operations and execution of funds, due to the fact that Council appoints the board members and approves the budget, ultimately, he feels Council is responsible for the direction of the school system. LCS is getting a lot of money through state and federal funding and he would like to see some offsetting costs to the local taxpayer from the city. In its current form, he stated that he cannot support this motion.

Vice Mayor Wright stated that there are a lot of things that he doesn't approve of in the schools' budget, but with the lack of line-item veto he'll still support the motion because the thought of defunding LCS and expecting that to yield better results is not logical.

With no other discussion from Council, the following vote to fund the schools for the full proposed amount of $39,828,498 was recorded:

Ayes:	Dolan, Wright, Helgeson, Nelson, Wilder	5
Noes:	Helgeson, Faraldi	2

// In the matter of Roll Call, Agenda Item #2, Councilmember Faraldi asked staff to put in writing, the policy regarding parental consent in vaccinating a younger age group as the city moves into Phase II of vaccination efforts. Councilmember Wilder mentioned the upcoming historical marker unveiling for Dr. Lushington. Councilmembers Tweedy, Nelson, and Helgeson had no items. Vice Mayor Wright thanked staff for their efforts at the Regional Vaccination Site and the satellite sites which together have vaccinated around 30,000 people. Mayor Dolan thanked the volunteers for their efforts at the regional vaccination center; she also reminded citizens about the community survey regarding Fifth Street and honoring Lynchburg's African American history; she made the following announcement:

- Pursuant to Section 2.2-3712(B.) of the Code of Virginia, City Council will be holding closed meetings at an undisclosed location within the following fifteen days for the purpose of interviewing candidates for the position of City Manager.

// The meeting was recessed at 6:13 p.m.

// City Council reconvened the meeting at 7:30 p.m. The following members were present:

Present: MaryJane Dolan, Beau Wright, Jeff S. Helgeson, J. Randy Nelson, Treney Tweedy, Sterling A. Wilder, Chris Faraldi	7
Absent:	0

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

// In the matter of Recognitions, Mayor Dolan recognized Lillian Meighan and Nancy Lilly (The Water Lilly's), Outreach Coordinators for the Department of Water Resources, for winning several awards for the video series "Water Wonders". Mr. Tim Mitchell, Director of Water Resources, was also in attendance and gave remarks. There is a monetary reward associated with this and Water Resources will bring this item to the April 27, 2021 meeting for appropriation.

Mayor Dolan also proclaimed the week of April 11, 2021 – April 17, 2021 as Telecommunicators Week and recognized that public safety communications specialists are mission essential personnel who continue to provide a singular service that ensures the public's health and safety every day. Ms. Melissa Foster, Director of Emergency Services, was in attendance to accept the proclamation.

// In the matter of the Consent Agenda Item #3, Council conducted a second reading and adopted Resolution #R-21-022 amending the FY 2021 City/Federal/State Aid Fund budget and appropriated $67,200 with resources to purchase eighteen (18) Pharm Guard Temperature Controls systems for pharmacy drug boxes carried on fire and EMS apparatus for the Fire Department. On motion of Councilmember Helgeson, seconded by Councilmember Wilder, Council by the following recorded vote approved the motion:

Ayes: Dolan, Wright, Helgeson, Nelson, Tweedy, Wilder, Faraldi	7

Noes: 0

// In the matter of Planning, Agenda Item #4, a public hearing was held to consider Resolution #R-21-023 pertaining to a Conditional Use Permit (CUP) allowing an additional twelve condominium units in the Cornerstone Traditional Neighborhood Development (TND). Mr. Tom Martin, City Planner, was in attendance and provided Council with a brief summary of the request. Crosswhite Holdings, LLC petitioned for a CUP at 1240 Greenview Drive to allow the additional units, however, this would exceed the six hundred multi-family units originally approved for the Cornerstone TND. The Planning Division recommended approval; the Planning Commission recommended denial.

Mr. Zach Martin, the developer for this project, was in attendance and provided Council with a presentation. He stated that the Planning Commission recommended denial based on precedent and the fact that it exceeded the unit cap that was established in 2006.

There was no one to speak in favor of the petition, either in person, email, or voicemail.

Mr. Albert Billingsly, representative of the Windsor Hills Neighborhood Association, spoke in opposition to the petition stating that approving the CUP would set a precedent of allowing development to happen even after the maximum capacity has already been reached; he also stated that this development would make parking in the neighborhood difficult. Mr. Benjamin Rosenthal also spoke in opposition stating that as a Cornerstone community member, he has to abide by the rules and regulations to follow and the developer should too. Mr. Douglas Randlett stated when he first bought his home in the neighborhood, he was under the impression that only commercial properties would be developed but City Council approved dormitories; he hopes that Council will say enough is enough with residential development in that area. Mr. Donald Johnson stated that the neighborhood is its own community with restaurants and adding more residential properties will take away from the community. Mr. Gerry Sweinton stated that there is supposed to be undeveloped spaces near the residential houses in Windsor Hills and Cornerstone neighborhoods and the encroachment, if it were to continue, would set a dangerous precedent of overdeveloping the areas; he also stated that not using the space for commercial developments would result in a deficit of potential jobs and economic development for the community.

There was no one else to speak in opposition and no voicemails or emails were previously furnished to the Clerk of Council. Mr. Zach Martin offered a rebuttal to Council and those in opposition, stating that there's only a few options that make real sense for the property and he believes that this proposal is the best option for the use of space. The public hearing was then closed and the matter rested with Council.

Councilmember Helgeson made a motion for denial of the CUP stating that he appreciates what the developer is trying to do at this property but does not feel comfortable changing the already established precedent. Councilmember Faraldi seconded the motion stating he appreciates and is glad to see affordable housing options, however, he has only heard opposition and concerns from neighbors and out of respect for the Ward III representative who is opposed to this development, he will be supporting the denial of the CUP.

Councilmember Wilder asked Mr. Martin what the Planning Division's rationale was for recommending approval. Mr. Martin said that from an impact standpoint, the twelve units pose a very minor increase to the area and the amount of traffic it would produce would be minimal.

Councilmember Tweedy asked to hear from the Director of Economic Development & Tourism, Ms. Marjette Uphsur, on whether there are any incentives for this area in regards to developing the property for commercial use. Ms. Upshur stated retail and restaurants beget more retail and restaurants and her office is happy to share information or work with the developer.

Councilmember Nelson stated that he appreciates the developer wanting to build in the city, however, if he is going to justify deviating from a plan that the city has represented to its citizens, he wants to find a compelling, equitable interest to justify saying yes to something that was previously prohibited. In this case, he does not see an equitable justification to back making a change. Also, this lot is the last mixed-use lot in this neighborhood on a major throughway for Lynchburg and is the perfect space for a commercial enterprise.

With no other discussion from Council, the following vote to deny the CUP was recorded:

Ayes: Dolan, Wright, Helgeson, Nelson, Tweedy, Wilder, Faraldi 7

Noes: 0

// In the matter of Community Development, Agenda Item #5, a public hearing was held and Resolution #R-21-024 was introduced regarding Substantial Amendment #3 for the CDBG program and the receipt of the Community Development Block Grant Coronavirus Aid, Relief and Economic Security Act (CDBG-CV) Round 3 Program Funds.

Ms. Melva Walker, Grants Manager, was in attendance and provided Council with a brief summary of the request. The City has received notification from HUD for an additional special allocation of Community Development Block Grant funds to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). This allocation was authorized by HUD on September 11, 2020 and constituted a third round of CDBG-CV funds for states and local governments. These funds are an extension of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), which was signed by President Trump on March 27, 2020, to respond to the growing effects of this historic public health crisis. Lynchburg's allocation is $389,143.

For receipt of these funds, in accordance with HUD regulations, the City is required to submit a "Substantial Amendment" to its HUD PY 2019 CDBG Annual Action Plan. This Amendment is to include projects that will prevent, prepare for, and respond to the Coronavirus (COVID-19).

Utilizing the CDBG application process and the guidelines from HUD for eligible projects/activities, City staff solicited and accepted applications for the CDBG-CV funds. These projects/activities are eligible according to the HUD guidelines and will benefit the citizens of Lynchburg that have been or will be affected by COVID-19.

In accordance with the CDBG Citizen Participation Plan's "In the Event of an Emergency" section, the public comment period was reduced to five (5) days as approved by HUD. The Community Development Advisory Committee (CDAC) did not conduct a public meeting regarding the submitted projects. However, the applications were provided to CDAC with the opportunity to comment on the proposed projects. The CDAC comments provided to City staff supported the funding of the proposed projects. The following lists of projects are recommended for funding by City staff:

- City Administration: $18,448
- Feeding the Homebound (Meals on Wheels of Greater Lynchburg): $46,500
- Emergency Housing Assistance (Lynchburg Community Action Group): $75,000
- Reducing Evictions through Legal Aid (Virginia Legal Aid Society): $30,000
- Domestic Violence Prevention Program (YWCA of Central Virginia): $6,680
- Summer Lunch & Play Program (City's Department of Parks and Recreation): $20,000
- Shelter Program and Apparatus Air Purifier Project (City's Fire Department): $192,515
- Total CDBG-CV ROUND 3: $389,143

Mr. Jeremy White with the Virginia Legal Aid Society spoke in favor of the funds allocated to the project, Reducing Evictions through Legal Aid.

There was no one present to speak in opposition.

The following correspondences were previously furnished to the Clerk of Council and were entered into the record. Ms. Ashley Reynolds-Marshall, Executive Director of the YWCA, spoke in support of the *Domestic Violence Prevention Program*. Mr. Turner Perrow spoke in opposition of the project *Reducing Evictions through Legal Aid*.

There was no one else to speak in either favor or opposition; the public hearing was closed and the matter rested with Council.

Vice Mayor Wright made the motion to approve the resolution approving the allocation of the funds, seconded by Councilmember Wilder. Councilmember Helgeson asked for an amendment to the motion to not fund the project *Reducing Evictions through Legal Aid*, seconded by Councilmember Faraldi.

With no other discussion from Council, the following vote was recorded:

Ayes:	Dolan, Helgeson, Nelson, Tweedy, Wilder, Faraldi	6
Noes:	Wright	1

// In the matter of Budget, Agenda Item #6, a public hearing was held concerning Resolution #R-21-025 amending the FY 2021 Operating and Capital Budgets and appropriating or rescinding funds to reflect the FY 2021 Third Quarter Detail by Fund.

Ms. Donna Witt, Chief Financial Officer, was in attendance and provided Council with a brief summary of the request. In March, staff began the normal review of FY 2021 operating and capital revenues and expenditures of the City's various funds to determine if adjustments were needed prior to the end of the fiscal year. Departments were requested to submit any necessary adjustments that needed to be considered. The General, City/Federal/State Aid, Community Development Block Grant (CDBG), Forfeited Assets, Children's Services Act (CSA), HOME Investment Partnership Program, Water, Sewer, Airport, City Capital Projects, Water Capital Projects, Sewer Capital Projects, and Airport Capital/Grant Projects Fund are amended to reflect the FY 2021 Third Quarter Adjustments.

There was no one to speak either in favor or opposition, either in person, or by voicemails or emails, so the public hearing was closed and the matter rested with Council.

Councilmember Nelson made the motion to approve the resolution, seconded by Councilmember Helgeson.

With no other discussion from Council, the following vote was recorded:

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

// In the matter of Public Comment, Agenda Item #7, Council heard from Mr. Marty Misjuns, group representative of Lynchburg FIREPAC, regarding a response to the Fire Chief's Annual Report; he stated how understaffed, underappreciated, and overworked the dispatchers are in Emergency Services. He stated that there needs to be more of an investment for public safety personnel; he commented on the compression issues, management issues, and mandatory overtime in both Emergency Services and the Fire Department.

// In the matter of Public Comment, Agenda Item #8, Council heard from Mr. Jamie Maxwell, group representative of the Lynchburg Firefighters Association, regarding a response to the Fire Chief's Annual Report; he stated that the boots on the ground are losing faith in the Fire Chief, the City Administration, and City Council. He asked Council to release the Korn Ferry pay study, commenting on the compression issues in the fire department. He commented on the amount of fire fighters still needed on each shift and spoke on the amount of overtime hours worked within the past year.

// In the matter of Emergency Services, Agenda Item #9, Council considered approving a Resolution #R-21-026 adopting the Central Virginia Planning District Commission (CVPDC) Hazard Mitigation Plan. This item was originally presented to Council at the March 9, 2021 City Council meeting where Council requested additional time to review the plan in its entirety.

Councilmember Tweedy made the motion to approve the resolution, seconded by Vice Mayor Wright.

With no other discussion from Council, the following vote was recorded:

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

// In the matter of Economic Development, Agenda Item #10, Council considered adopting Resolution #R-21-027 authorizing the issuance of up to $14,000,000 in bonds through the Economic Development Authority (EDA) of the City of Lynchburg for the benefit of Virginia Episcopal School, Inc (VES). Ms. Marjette Uphsur, Director of Economic Development and Tourism, provided Council with a brief summary of the request. Founded in 1916, VES is a college preparatory, coeducational, independent boarding and day school for students in grades 9-12. VES is a tax-exempt institution. The school employs approximately 85 people at an average annual salary of $57,135. Current enrollment is 260 students with 70% of those students boarding. VES has requested the EDA to issue its revenue bonds in an aggregate principal amount not to exceed $14,000,000, in one or more series. These funds will be used to: (a) finance the costs of constructing and equipping an approximately 15,239 square foot academic building to be known as Pannill-Smith Hall, renovate Jett Hall and the health center all located at 400 VES Road (b) and $3,500,000 to refund previous bonds issued through the Authority. The Economic Development Authority of the City of Lynchburg has conducted the requisite public hearing and adopted a resolution recommending that City Council authorize the bonds. The Economic Development Authority of the City of Lynchburg, in accordance with Federal and State law, serves as a conduit for the bonds and assumes no financial responsibility or costs. The issuance of the bonds through the Economic Development Authority of the City of Lynchburg and places no obligation on the City.

Councilmember Helgeson made the motion to approve the resolution, seconded by Councilmember Faraldi.

With no other discussion from Council, the following vote was recorded:

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

// In the matter of Council's Rule of Procedure, Agenda Item #11, Council discussed its current policies for Public Comment. City Council's Rules of Procedure permit any City Council member to request the addition of any item to a regularly scheduled City Council meeting agenda. Additionally, City Council's Rules of Procedure specify that the Rules of Procedure be reviewed and readopted at the beginning of each new City Council term, typically in July of even numbered years. However, the Rules of Procedure also state that the Rules of Procedure can be revised by action of City Council at other times if the need arises. Councilmember Faraldi has requested the addition of this agenda item to discuss City Council's Rules of Procedures, with particular focus on the Public Comment section of the agenda. He commented that a citizen requested a change to the procedure to address a loophole; since the period to sign up for Public Comment closes at noon the Wednesday before a Council meeting, and the agenda isn't posted until the Thursday before a Council meeting, a citizen would not be able to address an item that is on the agenda during Public Comment. Councilmember Faraldi asked to amend the Rules of Procedure to say expand the deadline to 24 hours before a Council meeting.

City Attorney Mr. Walter Erwin stated that this is the procedure that Council has followed since 1975 when it developed its Rules of Procedure. Council has a limited time to conduct its business and

Council felt this rule makes the best use of its time allowing it to manage its meetings in an orderly and efficient manner. During the past year, there has been a lot of discussion of citizens' First Amendment rights and their right to address their government, however; in 1984 the U.S. Supreme Court dictated that citizens have no constitutional right to address a public body during its meetings. Moreover, the First Amendment guarantees citizens the right to petition government officials for the redress of grievances but the court pointed out that can be done by telephone calls and letters. Currently, citizens have more ways to contact government officials by way of phone calls, emails, and even text messages.

Vice Mayor Wright asked Clerk of Council Ms. Alicia Finney to describe the process staff have to go through regarding public comments. She outlined the screening process associated with current Rules of Procedure for Public Comment, which include: make sure a group has no more than one spokesperson *§5-3(B)(7);* make sure Public Comment isn't given on a matter for which a Public Hearing is scheduled during the same meeting *§5-3(B)(9);* make sure Public Comment isn't given on a matter that has already been the subject of a previous Public Hearing where no final vote has been taken *§5-3(B)(10);* make sure that once an individual or organization makes a public comment on a particular subject, the individual or organization may not make another public comment on the same subject within (3) three months of the first (except by a majority vote of the members of Council present and voting) *§5-3(B)(13).* She also stated that she confirms important information with the citizen requesting to speak, such as, the time/date/location of the meeting and informs them of what to expect from Public Presentation from a City Council Meeting including but not limited to, social distancing, mask mandates, parking, time limitations, and meeting etiquette.

Councilmember Nelson asked to table the request so that staff can figure out an appropriate deadline without Council capriciously picking a time and date. There was a consensus among Council to table the request.

// The meeting adjourned at 9:50 P.M.

____

Clerk of Council

CONSENT AGENDA ITEM: B

// A closed session meeting of the Council of the City of Lynchburg was held on the 19th day of April, 2021, at 1:00 P.M. at the Lynchburg Regional Business Alliance, 300 Lucado Place, MaryJane Dolan, President, presiding. The following Members were present:

Present: MaryJane Dolan, Beau Wright, Jeff Helgeson, Treney Tweedy, Sterling A. Wilder, Chris Faraldi 6

Absent: J. Randy Nelson 1

// On motion of Vice Mayor Wright, seconded by Councilmember Wilder, Council, by the following recorded vote, elected to hold a closed meeting for the purpose of interviewing candidates for the position of City Manager pursuant to Section 2.2-3712(B.) of the Code of Virginia, as amended.

With no discussion from Council, the following vote was recorded:

Ayes:	Dolan, Wright, Helgeson, Nelson, Tweedy, Wilder, Faraldi	6
Noes:		0
Absent:	Nelson	1

// The meeting was reopened to the public.

// Councilmember Helgeson made the following motion:

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

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

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Lynchburg certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by Council.

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

Ayes:	Dolan, Wright, Helgeson, Tweedy, Wilder, Faraldi	6
Noes:		0
Absent:	Nelson	1

// The meeting adjourned at 4:15 p.m.

____

Clerk of Council

CONSENT AGENDA ITEM: C

// A special meeting of the Council of the City of Lynchburg was held on the 20th day of April, 2021, at 4:00 P.M. in the Council Chamber, City Hall, MaryJane Dolan, President, presiding. The following Members were present:

Present: MaryJane Dolan, Beau Wright, Jeff Helgeson, Treney Tweedy, Sterling A. Wilder, Chris Faraldi 6

Absent: J. Randy Nelson 1

// In the matter of Budget, Agenda Item #1, Council continued to balance the budget by reviewing items on “The List”.

Councilmember Helgeson originally asked for The List Item *Diversity, Equity, and Inclusion (DEI) Strategist full-time position as well as oversight ($87,500) and funding for DEI to support City-wide initiatives ($12,500)* to be put on the list. Interim City Manager Dr. Reid Wodicka explained the importance of this position for the City of Lynchburg. Organizations with DEI initiatives are known to have increased job satisfaction, a lower turnover rate, better reflection of the community served, and cultural improvements. DEI is not about meeting hiring quotas or promoting unqualified individuals. It is not about a one-time training that occurs, this is about a cultural change that makes the organization an even better place then what it already is.

Councilmember Helgeson stated that this initiative seems like an overlap of what the Human Resources department should already be doing, what every department head should be doing, what every person should be doing, and what the City’s Action for Change group is currently doing. He commented that Council should be tackling compression issues before tackling DEI issues. He explained that he has not heard from employees that there is a lack of inclusion within the organization. He does not agree with adding another position which will only serve to grow the government.

Councilmember Wilder stated that everyone has a different lens, a different background, a different perspective. A position like this is needed to assist employees with seeing outside of their lens. It's important that the organizations has a dedicated person that addresses these issues.

Councilmember Tweedy stated that bringing in diverse candidates should not be dependent solely on department directors. She explained that the goal is too big; fresh perspectives and holistic strategies are needed.

Councilmember Faraldi asked why the position is allocated to the City Manager's Office and not Human Resources. Assistant City Manager Mr. John Hughes, IV, replied, stating that this position will link to other departments and staff felt that the City Manager's Office was the best seat for someone imbued with those responsibilities. Councilmember Faraldi asked if $12,000 is in fact enough to accomplish the needed initiatives. Mr. Hughes stated that this estimate is conservative due to this being the initial onset of DEI, but the funds would supplement some training as well as community activities. Councilmember Faraldi asked what this position will be doing on a day-to-day basis and what some of those initiatives will look like. Mr. Hughes stated this position will internally advance the organization's DEI initiatives by crafting the framework to which advances the strategic plan, standards, and associated policies. Councilmember Faraldi asked how these issues are being addressed currently from a Human Resources perspective. Mr. Hughes stated that there is a policy but the organization has not done a very good job adhering to the policy. Councilmember Faraldi asked what has prevented the organization from accomplishing that policy. Mr. Hughes responded, stating that this initiative is a lot of responsibility for the staff the city currently has. Councilmember Faraldi stated that he could understand adding a staff component to tackle policy issues from a different angle if that were in fact the problem. However, if the organization is already failing because of staff he does not see how adding another staff component will accomplish anything. He continued, stating that maybe staff should be exploring third party options to impart training. He asked how would this position allow individual rights to be expressed, from a First Amendment perspective. Mr. Hughes responded that staff is currently working with a third party to impart training (Virginia Center of Inclusive Communities). Mr. Hughes stated that DEI is about appreciating differences. Councilmember Faraldi stated that state code dictates that an employee cannot be discriminated against for being involved in political processes, protests, or engagement with political activity. He asked how this position will strike the balance of respecting that. Dr. Wodicka stated that staff are trying to create an environment that no matter the differences of perspectives, employees will have the opportunity to express them but do so in a way that is respectful and appropriate for the workplace and appropriate for how the organization serves citizens.

Councilmember Tweedy stated that the City Attorney's office could help navigate the legalities of any infringement of First Amendment rights.

Councilmember Faraldi stated that he is not entirely opposed to the idea but does not think Council has enough insight as to what this position would do on a daily basis and how it truly combats the issue that it is trying to address. He commented on having reservations about the $12,000 in training being enough to accomplish the needed programming.

Vice Mayor Wright stated that he sees this as a necessary position and also wonders if $12,000 is enough funding to accomplish the task. He commented that he is ready to support this now but if Council is not, he would be curious to learn what could be offered by way of supplement.

Councilmember Wilder made the motion to remove the item from The List, effectively funding the item in the budget. Councilmember Tweedy seconded the motion.

Councilmember Helgeson asked if there was a qualifying event that led to the creation of this initiative. Dr. Wodicka responded that after the period of civil unrest that Lynchburg experienced, staff went on a fact-finding mission and received this feedback from the workforce.

Vice Mayor Wright called the question.

Councilmember Faraldi countered that Mayor Dolan publicly addressed the line of order for speakers and asked the Mayor for a chance to ask staff one last question. Mayor Dolan allowed Councilmember Faraldi the opportunity to speak; he asked staff if critical race theory will be implemented in this role in any way. Mr. Hughes replied that DEI does not pertain to that theory.

With the question called, the following vote on removing the DEI Strategist position and training funds from The List was recorded:

Ayes:	Dolan, Wright, Tweedy, Wilder	4
Noes:	Helgeson, Faraldi	2

Absent: Nelson 1

Dr. Wodicka asked for Council action on the Strategic Initiative #3 which is the implementation of the City-wide salary study, particularly the lowest paid employees, staff recommend striking that and implement a 5% wage increase to all employees.

Vice Mayor Wright made the motion to approve the 5% general wage increase, seconded by Councilmember Wilder.

Councilmember Helgeson asked Vice Mayor Wright to table to motion so that Councilmember Nelson is able to vote when he returns at the next meeting. Vice Mayor Wright agreed that it is fair to wait until Councilmember Nelson returns and withdrew the motion.

Dr. Wodicka requested Council action to increase the Debt Service Reserve from the $200,000, presented in the budget, to $400,000, and removing the item from The List.

Councilmember Helgeson, who originally asked for this item to be placed on The List, made the motion to remove the item and set the Debt Service Reserve to $400,000. Councilmember Wilder seconded the motion.

With no other discussion from Council, the following vote was recorded:

Ayes: Dolan, Wright, Helgeson, Tweedy, Wilder, Faraldi 6

Noes: 0

Absent: Nelson 1

Interim Deputy City Manager Mr. Kent White continued reviewing the Capital Improvement Projects items on The List. These included the following: Crossroads Lot – Deck addition; Downtown Parking Deck Facility; Streetscape Improvements Downtown Phase II; City Stadium Football Field Turf Replacement; and Lynchburg Community Market Renovations. Council came to a consensus to remove all items from The List, effectively funding each item. Council decided to table the Sandbar Removal at Hollins Mill Road Trail Crossing until Councilmember Nelson was able to discuss the matter since he asked for it to be on The List.

// The meeting adjourned at 5:27 p.m.

____

Clerk of Council

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 28, 2021** AGENDA ITEM #: **6**

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

ITEM TITLE: PUBLIC HEARING AND APPROVAL OF THE *2020 (FY 2021) CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)* FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME PROGRAM

RECOMMENDATION: Hold a public hearing to receive comments regarding the Program Year 2020 (PY 2020) Fiscal Year 2021 (FY 2021) Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) and HOME Program and adopt a resolution approving the CAPER for submission to the U.S. Department of Housing and Urban Development.

SUMMARY: The U.S. Department of Housing and Urban Development (HUD) requires each jurisdiction receiving HUD-administered grants (CDBG and HOME) to draft a CAPER and submit it for public review and comment. The CAPER describes the City's progress towards the housing and community development goals established within the 2020-2024 Consolidated Plan and the PY 2020 (FY 2021) Annual Action Plan. This CAPER is for the period of July 1, 2020 through June 30, 2021. With City Council's approval, the CAPER, including a summary of any public comments, will be submitted to the HUD Richmond Field Office for review to meet compliance regulations for the CDBG and HOME Program.

A public notice was published in *The News and Advance* on Friday, September 10, 2021.

PRIOR ACTION(S):

February 11, 2020: City Council approved the Community Development Block Grant (CDBG) and HOME Program Housing and Non-housing Goals for the 2020-2024 Consolidated Plan and Program Year 2020 (FY 2021) Annual Action Plan.

June 23, 2020: City Council approval of the Program Year 2020 (FY 2021) Annual Action Plan

FISCAL IMPACT: N/A

CONTACT(S): Melva Walker, Grants Manager, 455-3916;
Kent White, Community Development Director – 455-3900

ATTACHMENT(S):
- Resolution
- Draft PowerPoint Presentation – Program Year 2020 (FY 2021) Annual Action Plan CDBG and HOME Program CAPER Accomplishments
- Draft Program Year 2020 (FY 2021) Consolidated Annual Performance and Evaluation (CAPER) Report

REVIEWED BY: raw

110A

RESOLUTION:

BE IT RESOLVED that City Council approves the submission of the Program Year 2020 (FY 2021) Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD).

Adopted:

Certified: ________________________________
Clerk of Council

Consolidated Annual Performance and Evaluation Report (CAPER)- Program Year 2020 (PY 2020) Fiscal Year 2021 (FY 2021) (July 1, 2020 - June 30, 2021)

CITY COUNCIL PUBLIC HEARING

September 28, 2021

FY 2021 Annual Action Plan –CAPER Purpose and Outline

- **Purpose**
  - **Conduct public hearing to receive public input/comments.**
- **Outline**
  - **Overview**
  - **Resources and Investments**
  - **Performance Accomplishments**

FY 2021 Annual Action Plan-CAPER Resources, Investments and Accomplishments

Source of Funds	Resources Made Available*	Amount Expended During Program Year**
CDBG	$714,680	$745,160
HOME	$424,183	$247,721

*** Includes FY 2021 entitlement, reprogram, and program income funds**

****Includes prior years' funding and the FY 2021 entitlement funds, reprogram and program income funds as recorded in HUD's data system, Integrated Disbursement Information System (IDIS).**

The CAPER provides the accomplishments that have been made by the various Subrecipients and City departments for the Community Development Block Grant (CDBG) and HOME Program funds that have been expended in Program Year (PY) 2020/ Fiscal Year (FY) 2021.

FY 2021 Annual Action Plan-CAPER Performance Accomplishments

Homeownership and Rental

- **A total of $52,140 in HOME funds was expended by Greater Lynchburg Habitat for Humanity (GLHFH) for Homeownership Homebuyer projects by providing down payment assistance and gap financing assistance to two (2) households .**
- **Lyn-CAG expended $27,280 of HOME Program funds and provided down payments assistance for two (2) households.**
- **Lynchburg Redevelopment and Housing Authority (LRHA) completed a new construction rental housing unit at 920 Polk Street utilizing HOME Program funds.**
- **LRHA through its Rental Rehabilitation Program expended $20,000 of CDBG funds for the rehabilitation of a duplex, which provided two (2) affordable housing units.**

GLHFH - 1644 Callaham Street & 315 McCorkle Street

LRHA – 920 Polk Street

FY 2021 Annual Action Plan-CAPER Performance Accomplishments

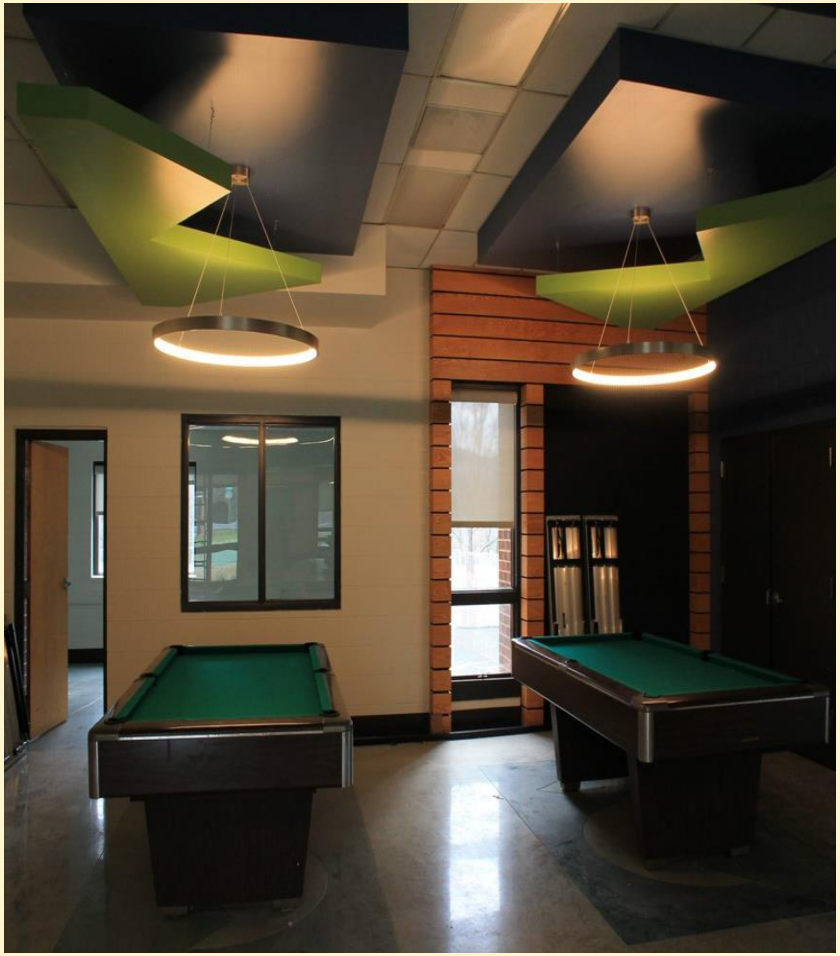
Public Facilities (Neighborhood Improvements and Neighborhood Centers)

- **Dearington Neighborhood Improvements – A kickball field and a general purpose athletic/kickball field has been completed near the Dearington Elementary School.**

- **Yoder and Fairview Heights Neighborhood Center Rehabilitations – The rehabilitation at each Center was completed. Each of these Neighborhood Center rehabilitations included upgrades to the flooring, ceiling, wall upgrades, window treatments, and site amenities.**

Dearington Kickball/Athletic Field

Fairview Heights Community Center



Yoder Center

FY 2021 Annual Action Plan-CAPER Performance Accomplishments

Public Service - Affordable Housing Resource Center and Continuum of Care – Homeless Assistance - Coordinated Homeless Intake and Access (CHIA) Homeless Response System

- **CDBG funds were expended by LRHA for the operation of the Affordable Housing Resource Center (AHRC). Staff assisted approximately 1,441 persons through visits to the AHRC, telephone calls and emails.**

- **CHIA diverts households from homelessness through the use of a uniform assessment tool. Through CHIA in this program year, there were 344 households assisted, which included 18 veteran households.**

FY 2021 Annual Action Plan-CAPER Performance Accomplishments

Public Service Activities

Coronavirus Aid, Relief and Economic Security Act (CARES) (CDBG-CV-Round 1) Program Funds and CARES Act, CDBG-CV-Round 3 Funds

- Program Year (PY) 2019 (Fiscal Years [FYs] 2020 and 2021) the City received special allocations of Community Development Block Grant funds to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). Lynchburg's allocation totaled $809,630. The first round of funding was $420,487 and Round 3 funding was in the amount of $389,143.

FY 2021 Annual Action Plan-CAPER Performance Accomplishments

Public Service Activities-CDBG-CV-Round 1

Description	CDBG-CV Allocation Budget	Expenditures to Date (06/30/2021)	Remaining Allocation Balance
Program Administration	$ 22,745	$ 9,032	$ 13,713
Summer Lunch & Play (City's Parks & Recreation Department)	20,000	20,000	-
Community First-Rent & Utilities (Miriam's House)	75,000	533	74,467
Emergency Housing & Utility Assistance (Lynchburg Community Action Group (Lyn-CAG)	170,000	144,576	25,424
Safe at Home Emergency Assistance (Interfaith Outreach)	40,000	40,000	-
COVID-19 Care Kits (City's Emergency Services Department)	52,752	19,684	33,068
COVID-19 Awareness Communications Campaign (City's Communications and Marketing Department)	39,990	33,814	6,176
Total FY 2021 Allocations	$ 420,487	$ 267,639	$ 152,848

FY 2021 Annual Action Plan-CAPER Performance Accomplishments

Summary of CDBG-CV-Round 1 Accomplishments:

- **Summer Lunch & Play Program** – **The program was offered outdoors at six neighborhood center park locations beginning in March 2020 and continued throughout the summer. A total of 1,080 "Recreation-to-Go" bundles were distributed to youth at each of the six neighborhood center park locations.**
- **Community First Rent & Utilities Assistance - Miriam's House assisted seven (7) homeless persons with rental assistance.**
- **Emergency Housing & Utility Program - Lyn-CAG assisted 81 households with rent, mortgage and utilities as a result of various COVID-19 related barriers including loss of income or medical incidents.**

Summer Lunch & Play Program

FY 2021 Annual Action Plan-CAPER Performance Accomplishments

Summary of CDBG-CV-Round 1 Accomplishments:

- **Safe at Home Emergency Assistance - Interfaith Outreach assisted a total of 73 households with the CDBG-CV funds by providing financial assistance for utility payments.**
- **COVID-19 Care Kits – Emergency Communications staff filled and distributed 2,383 "COVID-19 Care Kits" for Lynchburg City Schools students.**
- **COVID-19 Awareness Campaign - The Lynchburg Cares campaign conducted several public events and distributed information to individuals regarding the financial resources available to them if affected by COVID-19.**

Lynchburg Cares – Social Media Campaign

FY 2021 Annual Action Plan-CAPER Performance Accomplishments

Coronavirus Aid, Relief and Economic Security Act (CARES ACT) (CDBG-CV) Round 3 Program Funds ($389,143)

The Written Agreements for these projects/activities are in the process of being completed. The accomplishments for these funds will begin in PY 2021.

FY 2021 Annual Action Plan-CAPER
Public Hearing

- **Public comment period began on September 10th and ends with tonight's public hearing.**

- **City staff has not received any public comments.**

DRAFT

CAPER
Consolidated Annual Performance and Evaluation Report

Program Year 2020 • Fiscal Year 2021
July 1, 2020 - June 30, 2021

Executive Summary

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

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

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

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

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

As a recipient of federal funds from HUD, the City of Lynchburg is required to publish an annual performance report, Consolidated Annual Performance and Evaluation Report (CAPER), detailing activities that took place during the most recent program year. The purpose of this report is to measure Lynchburg's success in meeting the priority needs, goals, and strategies described in Lynchburg's 2020-2024 Five-Year Consolidated Plan.

This report covers the Fiscal Year (FY) 2021/Program Year (PY) 2020 Annual Action Plan and is for the period from July 1, 2020 through June 30, 2021. * The CAPER is presented in a format that is prescribed by HUD. Data and narratives are entered into a federal database system called the Integrated Disbursement and Information System (IDIS) and the CAPER report is then downloaded into a Word format. The CAPER template in IDIS has a series of prescribed questions that align with the CDBG and HOME Program Consolidated Plan program regulations. The report you are reviewing is the result of that data entry process and is the prescribed and recommended format by HUD.

Citizen Participation

HUD requires the City to provide the public an opportunity for input. The City will provide this opportunity to comment on the CAPER at a public hearing scheduled before City Council on September 28, 2021 at 7:30 p.m. in the City Council Chambers at City Hall, 900 Church Street, Lynchburg, VA. Due to the COVID-19 emergency, copies of the CAPER will not be placed at the public libraries. However, a copy of the draft CAPER is available for public review at the following locations in and throughout the City:

- Grants Administration Office, Second Floor, City Hall, 900 Church Street, Lynchburg, Virginia 24504
- City website at http://www.lynchburgva.gov/grants-administration
- Lynchburg Public Library, 2315 Memorial Avenue, Lynchburg, Virginia 24501

For More Information

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

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

***Fiscal Year (FY) 2021 and/or Program Year (PY) 2020 refer to the City's fiscal year and HUD's program year of July 1, 2020 through June 30, 2021. Fiscal Year (FY) 2020 and/or Program Year (PY) 2019 refer to the City's fiscal year and HUD's program year of July 1, 2019 through June 30, 2020. Fiscal Year (FY) 2019 and/or Program Year (PY) 2018 refer to the City's fiscal year and HUD's program year of July 1, 2018 through June 30, 2019. These references are made throughout the CAPER for Program Years' (PY) 2020, 2019, and 2018.**

CR-05 - Goals and Outcomes

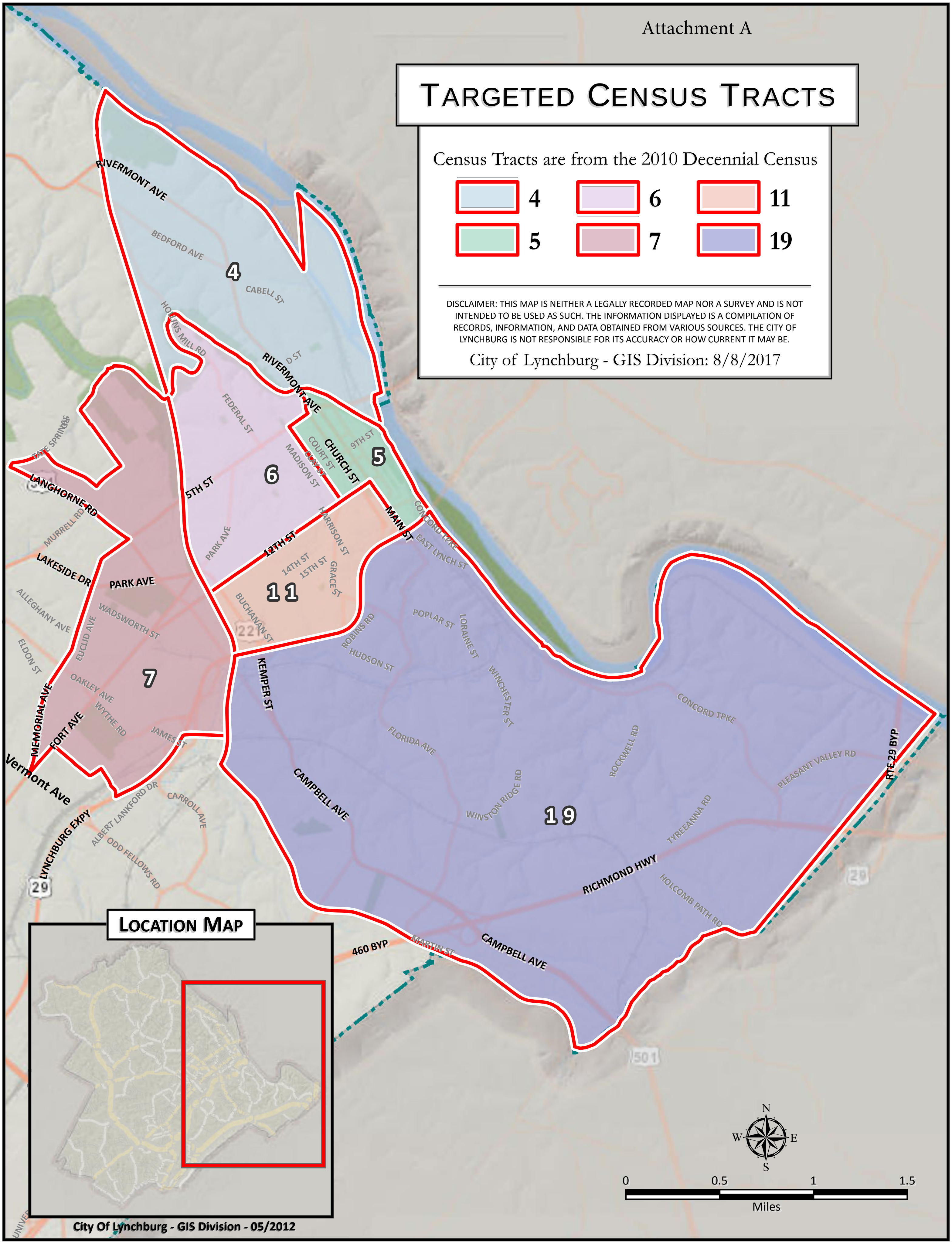
Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

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

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

Within the City of Lynchburg's Five-Year Consolidated Plan and Program Year (PY) 2020 Annual Action Plan, the City committed to the overarching goal of undertaking activities that would result in substantial public benefit through the revitalization of depressed areas and in assistance to low and moderate-income residents. These are the central City neighborhoods that surround the downtown business district and are the six contiguous census tracts that comprise the CDBG target area: Census Tracts 4, 5, 6, 7, 11, and 19. Population, demographics, and surveys of the target areas show that these neighborhoods have the highest degree of housing need and are where many of the City's very low and low-to- moderate- income persons reside.

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


Attachment A
Targeted Census Tracts
Census Tracts are from the 2010 Decennial Census
4
6
11
5
7
19
DISCLAIMER: THIS MAP IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS SUCH. THE INFORMATION DISPLAYED IS A COMPILATION OF RECORDS, INFORMATION, AND DATA OBTAINED FROM VARIOUS SOURCES. THE CITY OF LYNCHBURG IS NOT RESPONSIBLE FOR ITS ACCURACY OR HOW CURRENT IT MAY BE.
City of Lynchburg - GIS Division: 8/8/2017
RIVERMONT AVE
BEDFORD AVE
CABELL ST
HOLLINS MILL RD
D ST
FEDERAL ST
9TH ST
CHURCH ST
COURT ST
MADISON ST
5TH ST
MAIN ST
CONCORD TPKE
EAST LYNCH ST
12TH ST
14TH ST
15TH ST
HARRISON ST
GRACE ST
PARK AVE
BUCHANAN ST
LANGHORNE RD
MURRELL RD
LAKESIDE DR
ALLEGHANY AVE
WADSWORTH ST
EUCLID AVE
ELDON ST
OAKLEY AVE
WYTHE RD
MEMORIAL AVE
FORT AVE
JAMES ST
Vermont Ave
KEMPER ST
ROBINS RD
POPLAR ST
LORAINE ST
HUDSON ST
WINCHESTER ST
FLORIDA AVE
CONCORD TPKE
ROCKWELL RD
WINSTON RIDGE RD
PLEASANT VALLEY RD
RTE 29 BYP
CAMPBELL AVE
TYREEANNA RD
RICHMOND HWY
HOLCOMB PATH RD
MARTIN ST
460 BYP
CARROLL AVE
ALBERT LANKFORD DR
ODD FELLOWS RD
LYNCHBURG EXPY
29
221
501
Location Map
City Of Lynchburg - GIS Division - 05/2012
N
W
E
S
0
0.5
1
1.5
Miles

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

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

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

GOAL	CATEGORY	SOURCE/AMOUNT FUNDING TOTALS FOR THE 2020-2024 CONSOLIDATED PLAN	INDICATOR	UNIT OF MEASURE	EXPECTED 2020-2024	EXPECTED PROGRAM YEAR 2020	ACTUAL PROGRAM YEAR 2020
Improve the City's Infrastructure	Non-Housing Community Development	CDBG: $417,665.25	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	535	535	0
Improve the City's Public facilities	Non-Housing Community Development	CDBG: $110,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Households assisted	120	120	11,210
Increase permanent affordable housing (rental market)	Affordable Housing	HOME: $413,140.11	Rental units constructed	Household Housing Unit	48	31	1
Increase the Number of Owner-Occupied Units	Affordable Housing	HOME: $413,140.11	Homeowner Housing Added	Household Housing Unit	11	11	0
Increase the Number of Owner-Occupied Units	Affordable Housing		Direct Financial Assistance	Households Assisted	15	15	4
Rehabilitation of Substandard Housing Units	Affordable Housing		Housing Rehabilitation	Households Housing Unit	0	0	2
Promote Public Service Activities	Non-homeless Special Needs	CDBG: $42,229.75	Public service activities other than Low/Moderate Income Housing Benefit	Persons assisted	1,050	1,050	1,453
Promote Public Service Activities	Homeless	CDBG: $65,000	Homelessness Prevention	Persons assisted	900	900	344

***See Narrative regarding accomplishments on pages 3-8 and goals not achieved**

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

This section of the CAPER examines the similarities and differences in the proposed and actual accomplishments of the goals identified in Table 1 within the 2020-2024 Consolidated Plan for the Community Development Block Grant (CDBG) and HOME program. These goals helped to form the priorities identified in the City's Fiscal Year (FY) 2021 Consolidated Annual Action Plan and the strategies to be used or implemented in order to achieve the stated goals. To provide this comparison, City staff has narrated the actual achievements for each program/activity in which funds were expended during the Program Year (PY) 2020/Fiscal Year (FY) 2021, which is the first reporting period of the 2020-2021 Consolidated Plan.

The Goals within the 2020-2024 Consolidated Plan and 2020 Annual Action Plan included: increasing the number of owner-occupied housing units; rehabilitation of substandard housing units; improve the City's Infrastructure; improve the City's public facilities; increase permanent affordable housing in the rental market; providing homeless services; and promoting public service activities. Below is an assessment of the use of funds for PY 2020 and the projects underway or completed from prior years' allocations.

Planning and Administration: There was $80,000 in CDBG funds allocated for Planning and Administration for PY 2020 and during this reporting period $95,113.66 PY 2020 and prior year funding was expended for administration of the CDBG program. Within the HOME Program there was $42,000 allocated for administration and $28,076 was expended with PY 2020 and prior year funding. Staff continues to utilize these funds for administration and oversight of the CDBG and HOME Programs.

There was $23,000 in CDBG funds allocated to the Dearington Neighborhood Plan in PY 2019. The funding will provide City staff the opportunity to develop a neighborhood plan to address vacant housing and vacant lots, historic landfills, park programming and development, infrastructure needs, and other neighborhood needs as identified in the planning process. This funding will be leveraged with other City funding and grants to complete a comprehensive neighborhood plan. During this reporting period $15,298.66 has been expended for design of the plan.

Lynchburg Redevelopment and Housing Authority (LRHA) was allocated CDBG funds in PY 2016 for administration and delivery costs. Of the $26,581.83 allocated funds that remained, $3,691 of CDBG funds were expended for administration and delivery costs associated with property dispositions, and rental and public housing rehabilitations. These funds are utilized to provide project oversight and administration for the various CDBG-funded projects/activities at LRHA.

LRHA maintains a CDBG Property Inventory that includes properties acquired with the use of CDBG funds. During PY 2020 there were none disposed; with a remaining balance of two (2) properties on the CDBG Property Inventory. LRHA staff continues to monitor the disposition of these properties. The property located at 920 Polk Street was developed with a new housing dwelling unit that LRHA is using as a rental property for a low-income resident. HOME Program funds in the amount of $96,922 were utilized for this rental development.

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

In PY 2020, the Tinbridge Hill Neighborhood Pedestrian Improvements- Phase 2 project received $417,665.25 in CDBG funds. Construction will include the installation of a water line with associated appurtenances along sections of Taylor Street, Monroe Street, Polk Street, Jackson Street, 3rd Street, and 4th Street. New sidewalk and handicapped ramps will be constructed along sections of 4th Street and Monroe Street, complete with segmented block walls. A construction contract has been issued and construction underway. Project completion is planned for December 2021. There was $956.80 of CDBG funds expended for this project during PY 2020.

The City is in the process of the Downtown Utilities and Streetscape Project. The average age of water lines in downtown Lynchburg is 100 years. Water line breaks are occurring with increasing frequency. Consequently, the City Department of Water Resources has begun a program to systematically replace all water lines in a 50-block area of downtown. As water lines are replaced, the City is also evaluating the need for sanitary sewer and storm sewer replacements, and, where necessary, replacing those lines as well. In addition, since the utility replacement causes significant disruption to the downtown community, the City is also replacing sidewalks, rebuilding roadways, and adding streetscape features to improve the overall character of the downtown area. Where ever possible, the replacement of private utility lines such as electric power, telephone, cable, and fiber optic is also being coordinated with the public infrastructure upgrades.

To date, eight city blocks in Phase 1 have been upgraded at a design cost of $1.37 million and a construction cost of $7.14 million. An additional five city blocks are under constructions with design costs to date of $0.86 million and design budget of $8.60 million. The next phase of construction is scheduled to begin in August 2021 with an additional five city blocks with a design budget of $0.97 million and a construction budget of $8.77 million.

CDBG funds are being used to assist in the cost of the design of the new Lynchburg Police Department facilities. The new headquarters will be located at 1301 and 1305 Kemper Street and will consolidate all functions of the Police Department into one facility location. The properties are located in the CDBG targeted Census Tract 7 which contains approximately 70% low- and moderate-income level persons. The service area will be Citywide and will contains 51.01% low- and moderate-income level persons. The project has been funded with PY 2018 program income in the amount of $1,450,693.32 and a contract has been issued for the design. During this reporting period, $75,045 in CDBG funds have been expensed.

Improve the City's Public Facilities: The City has committed CDBG funds to improving and enhancing public facilities in the neighborhoods.

The Biggers Park Improvement & Blackwater Creek Trail Connection project, located in the Garland Hill Neighborhood, includes the installation of an outdoor fitness center, as well as completion of the recommendations regarding park and recreation improvements called for in the 5th Street Corridor Master Plan, amenities such as a passive seating area, wayfinding sign on 5th Street, and a handicapped-accessible entrance from Clay Street. The Master Plan calls for a connection to the Blackwater Creek Trail from Madison Street. This project is underway; however no funds have been expensed during this reporting period.

The Dearington Neighborhood Improvements Project, in conjunction with the Dearington Neighborhood Plan, proposes improvements that would level recreation areas to address subsidence and may include betterments as safety handrails, gateway improvements, and other basic facility renovations. The project would help build on the momentum from the Dearington Neighborhood Center renewal efforts and provide a foundation for future improvements in conjunction with the planning efforts. In PY 2019, $100,000 was allocated to the project, with $86,628.67 expensed. A contract was awarded for a kickball field and a general purpose athletic/kickball field near Dearington Elementary School. This project has been completed.

The Yoder Neighborhood Center Rehabilitation project received $216,550 in PY 2019 CDBG funds and $204,510 has been expensed for this project during PY 2020. After decades of constant use, this facility was in desperate need of improvements as flooring, ceiling, wall upgrades and window treatments and functional use improvements. The rehabilitation of the neighborhood center has been completed and residents of the neighborhood have returned to the facility for programs and activities.

In PY 2019, the Fairview Heights Neighborhood Center Rehabilitation project was allocated $219,375 in CDBG funds. There has been $$166,887 drawn in PY 2020 for the project. The project has been completed and is in use by neighborhood residents.

Increase permanent affordable housing in the rental market: The City recognizes the need to increase the availability of affordable housing for renters; especially housing that meets the varied needs of the City's lower-income population. The City continues to support and partner with housing and public service providers to meet the needs of low-to-moderate income persons, homeless persons and families, and persons with disabilities or other special needs.

Rush Homes received $95,000 of PY 2018, $70,000 of PY 2019, and $413,140.11 of PY 2020 of HOME Program funds for its Community Housing Development Organization (CHDO) rental housing project. Florida Terrace will be a 31 apartment unit rental development. Plans are to provide housing for persons with and without disabilities, all with low incomes. At least 25% of tenants will have disabilities. There will be a set aside of seven (7) units for Permanent Supportive Housing (people who are exiting homelessness who also have disabilities). The project is currently in the design phase.

Lynchburg Redevelopment and Housing Authority (LRHA) has completed the construction of a new rental housing unit at 920 Polk Street utilizing HOME Program and agency funds. The housing unit is occupied by an eligible tenant. There was $96,922 expended on this project from PYs 2017 and 2019 HOME Program funds.

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

Funding for the Greater Lynchburg Habitat for Humanity's (GLHFH) Knott Street Development project will help subsidize the development costs for eleven (11) parcels and homes, all of which will be sold to income-eligible families. There was $270,000 allocated of PY 2020 HOME Program funds for this project. The planning and development for this project are still in the works to include the costs for building the streets, sidewalks, waterline and sewer connections, clearing of trees and other required appurtenances. There has been $46,252 expended for engineering and survey costs of the proposed parcels to be developed.

The City increased the number of owner-occupied units by four(4) during PY 2020. The City's partnership with GLHFH provided Homebuyer Homeownership for two (2) units through its Down Payment Assistance project to eligible clients for the purchase of homes constructed at 315 McCorkle Street, and 1644 Callaham Street. In PYs 2019 and 2020 there was $203,140.11 in HOME Program funds allocated to GLHFH. During this reporting period GLHFH expended $52,140 for down payment assistance to these home buyers.

Lynchburg Community Action Group (Lyn-CAG) provided own payment assistance for two (2) HOME-eligible, first-time homebuyers through their Down Payment Assistance Program. Lyn-CAG expended remaining funds from Program Year 2018 in the amount of $27,280 to assist these two households.

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

Lynchburg Redevelopment and Housing Authority (LRHA) received $93,759.75 in PY 2018 CDBG funds for the Vacant Housing Revitalization and Rehabilitation Project. LRHA plans to acquire and rehabilitate or demolish blighted properties that have vacant structures on them. LRHA plans to use some of the properties to rehabilitate the existing structures and then rent the properties as affordable housing. LRHA and the City's Department of Community Development are evaluating properties that can be redeveloped with these funds. There were no funds expended during PY 2020.

During this reporting period, one (1) rental unit was rehabilitated by a private landlord through the Rental Rehabilitation Program at LRHA. The property was located at 807 8th Street. The landlord rehabilitated the duplex for two (2) eligible tenants and both units are now occupied. There was $20,000 in PY 2015 funds expensed for this activity.

Promote Public Service Activities: The Affordable Housing Resource Center (AHRC) is staffed with a Housing Navigator to provide a centralized access point to all affordable housing resources and programs available in the City. The project is a collaboration of the Lynchburg Housing Collaborative partners, the Central Virginia Continuum of Care (CVCoC), the City of Lynchburg, and the Lynchburg Redevelopment and Housing Authority (LRHA). It is designed as a "one stop shop" for accessing housing resources.

During this reporting period the Housing Navigator has provided the public, and local organizations, with information regarding housing, local resources for housing, how to apply for numerous services and programs. The AHRC will debuted a new web-based software program that simplified the affordable housing world in searching, applying, managing and reporting on available housing in the Lynchburg area. During this program year staff has assisted approximately 1,441 persons through visits to the AHRC, telephone calls, and email.

This project was allocated $24,684.60 of Program Year 2018, $45,341.80 of Program Year 2019, and $16289.75 of Program Year 2020 respectively, CDBG funds. During this program year there was $38,482.99 expended for the operation of the Housing Resource Center.

The Scoutreach program is a partnership between the Boy Scouts of America and Lynchburg Parks and Recreation Department. This program provides programming at the Neighborhood Centers to offer an opportunity for school-age youth to broaden their experiences inside and beyond the neighborhood setting. The Scouting groups operated at two centers, Diamond Hill and Fairview Heights. The Scoutreach program was allocated $25,940 of PY 2020 CDBG funds. During this program year twelve (12) youth have been served and $7,423.56 expensed.

Provide Homeless Services: The City supports efforts to develop, sustain, and coordinate a comprehensive, seamless system of services for homeless citizens in order to move the homeless population toward obtaining permanent housing. Through the Coordinated Homeless Intake and Assessment (CHIA) Coordinator at the LRHA a uniform intake tool has been developed to quickly assess individual and family needs and assure they are diverted from the homeless response system or expeditiously placed in the most appropriate housing program. CHIA diverts households from homelessness, understands client's need and eligibility for existing programs and identifies the needs through the consistent use of a uniform assessment tool. CHIA assisted 344 people during Program Year 2020. LRHA was allocated $65,000 in PY 2019 and $65,000 for CHIA in PY 2020. During this reporting period LRHA expended $40,773.13 of PY's 2018 and 2019 CDBG funds for this project. This activity has greatly enhanced the coordination of housing and services for the homeless.

Community Development Block Grant Coronavirus Aid, Relief and Economic Security Act (CARES ACT) (CDBG-CV) Program Funds and Coronavirus Aid, Relief and Economic Security Act (CARES ACT) (CDBG-CV) Round 3 Program Funds

-

In Program Year (PY) 2019 (Fiscal Years [FYs] 2020 and 2021) the City received special allocations of Community Development Block Grant funds to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). This allocation was authorized by the *Coronavirus Aid, Relief, and Economic Security Act (CARES Act)*, which was signed by President Trump on March 27, 2020, to respond to the growing effects of this historic public health crisis. Lynchburg's allocation totaled $809,630. The first round of funding was $420,487 and Round 3 funding was in the amount of $389,143.

Utilizing the CDBG application process and the guidelines from HUD for eligible projects/activities, City staff solicited and accepted applications for the CDBG-CV funds. These projects/activities will benefit the citizens of Lynchburg that have been or will be affected by COVID-19.

In accordance with the CDBG Citizen Participation Plan's "In the Event of an Emergency" section, the public comment period was reduced to five (5) days and public hearings were conducted on May 26, 2020 and April 13, 2021. City Council resolutions were approved on June 9, 2020 and April 27, 2021.

For receipt of these funds, in accordance with HUD regulations; the City submitted two "Substantial Amendments" to its FY 2020 and 2021 (PY 2019) CDBG Annual Action Plans to HUD. These Amendments included the projects/activities that were approved by City Council and would prevent, prepare for, and respond to the Coronavirus (COVID-19).

Below are summaries of these project/activities for local nonprofits and City departments and the program accomplishments for Program Year 2020 and the planned projects/activities for the use of the Round 3 Program funds.

Community Development Block Grant
Coronavirus Aid, Relief and Economic Security Act (CARES ACT) (CDBG-CV)
Program Funds ($420,487)

City Administration (Grants Administration) - $22,745
Funding was allocated for personnel and operating costs associated with managing and monitoring the CDBG-CV projects.

PY 2020 Accomplishments
There has been $9,032 expended during this reporting period for personnel and operating costs for the oversight and administration of the CDBG-CV projects.

Summer Lunch & Play Program (City-Department of Parks and Recreation) - $20,000
The Summer Lunch & Play Program supports families by providing nutritious meals and recreational activities for youth, from the neighborhood center grounds, during the summer recess. The free program is offered in partnership with non-profit organizations and Lynchburg City Schools, the sponsor of the USDA Summer Food Service Program.

Due to the coronavirus, the Summer Lunch & Play Program model was modified – with the guidance of federal and state public health authorities – in an effort to keep citizens safe through physical distancing, restrictions on gathering, and enhanced cleaning. Throughout the weeks of summer recess, the Summer Lunch & Play Program at Neighborhood Centers continued to follow the Governor of Virginia's Forward Virginia Blueprint, which identifies progressive response phases: I, II, and III.

In response to the coronavirus the Parks and Recreation Department administered the Summer Lunch & Play Program in a new way. The "Lunch" component began early, on March 30, 2020 and remained carry-out, rather than congregant, through the end of July 2020. The Department added the “Play” component, as a carry-out component, for six weeks in June/July 2020. This “recreation -to-go” model, keeps kids healthy and active during the lazy days of summer, by providing them with unitized play things, to support at-home recreational activity, until such time as the youth may safely gather at the centers again.

The free Summer Lunch and Play Program addressed social equity as well as health and wellness for low- to moderate-income families and children during this public health emergency.

PY 2020 Accomplishments

The Summer Lunch and Play program was offered outdoors at six neighborhood center park locations beginning in March 2020 and continued throughout the summer. A total of 1,080 “Recreation-to-Go” bundles were distributed to youth at each of the six neighborhood center park locations. Sidewalk signs were designed and installed at all six sites to promote the Summer Lunch and Play programs. Recreation activity supplies and basic equipment were purchased for activities at all locations. All of the allocated funds ($20,000) was expended during this reporting period. This activity will continue with Round 3 funds for the Summer of 2021.

Community First-Rent & Utilities Assistance (Miriam’s House) - $75,000

Miriam’s House provides short term rental assistance to households who became homeless as a result of COVID-19. These funds are administered through the organization’s Community First program which already provides rental assistance and supportive services to homeless families with children and youth-headed households. The project infrastructure including trained staff, a robust landlord network and financial controls are all in place to quickly provide this crucial assistance to households made vulnerable as a result of COVID-19. It is anticipated that much like the recession in 2008 that the current economic recession due to COVID-19 will result in an increase in households experiencing homelessness. This new project allows homeless households who lost their housing due to the economic impact of COVID-19, to get back on their feet by linking them with affordable rental housing and providing supportive services. Current households enrolled in Community First are connected to rental housing in less than 30 days of when their homeless episode began which ensures continuity of employment, health care services, educational services and other stabilizing supports.

PY 2020 Accomplishments

Miriam's House assisted seven (7) homeless persons with rental assistance. These persons became homeless as a result of a loss of income due to COVID-19 and are now stably housed. There has been $533 expended during this reporting period to assist these households.

Emergency Housing and Utility Program (Lynchburg Community Action Group-Lyn-CAG)-$170,000

During the Covid-19 Pandemic Lynchburg Community Action Group, Inc. (Lyn-CAG) offers up to six (6) months of services to individuals and families who are behind in rent/mortgage and/or utilities as a result of the Virus. Lyn-CAG is one of the organizations in the area who offers emergency utility assistance. They have partnered for over 20 years with American Electric Power's (AEP) Neighbor to Neighbor program to aid clients who are facing a termination notice. When funding was available, Lyn-CAG has provided an Emergency Assistance and Crisis Intervention Program which provided clients with financial assistance through a voucher system for rental assistance, utility assistance (electric, gas, wood and water) as well as a food pantry.

Clients who receive assistance through the CDBB-CV funds are strongly encouraged to enroll in one of the programs related to housing and housing counseling. This will help to ensure that the client will be better situated in the event another crisis arises.

PY 2020 Accomplishments

During this reporting period Lynchburg Community Action Group (Lyn-CAG) has assisted 81 households with rent, mortgage and utilities as a result of various COVID-19 related barriers including loss of income or medical incidents. Lyn-CAG has expended $144,576 of the CDBG-CV funds to assist these households in remaining within their homes.

Safe at Home Emergency Assistance (Interfaith Outreach) - $40,000

The local unemployment rate in Lynchburg skyrocketed with the mandatory COVID-19 related closing of some businesses, organizations, schools, and childcare. With safety in mind, evictions and utility terminations was halted beginning in mid-March to present with people amassing large bills for both. Many homeowners got extensions on having to pay their mortgages which are now delinquent.

Interfaith Outreach's Safe at Home Emergency Assistance aided households with verified financial needs due to COVID-19 in the form of delinquent mortgage assistance payments, delinquent rent assistance payments, and delinquent utility payments made directly to the vendors. Loss of shelter, power, and water posed an immediate threat to the health and welfare of the Lynchburg community.

PY 2020 Accomplishments

Interfaith Outreach assisted a total of 73 households with the CDBG-CV funds. The funds provided financial assistance to households who had been affected by the COVID-19 virus. The financial assistance included utility payments for the households assisted. During this program year Interfaith expended the $40,000 allocated for this activity. The activity is complete.

COVID-19 Care Kits (City-Department of Emergency Services)-$52,752

The Center for Disease Control and Prevention (CDC) guidelines recommended that everyone should wear a cloth face cover when they have to go out in public. Also, if soap and water are not readily available it is recommended to use hand sanitizer that contains at least 60% alcohol.

The Pandemic has proven to be a major setback for many of those already struggling to improve their lives particularly households with young children within the urban core of the City. The youth in the City schools benefited from a COVID-19 kit that included masks, hand sanitizers, and educational materials to help reduce the spread of the COVID-19 virus. This project met an urgent need that posed a serious and immediate threat to the health or welfare of the community and other financial resources.

This project provided COVID-19 preparedness kits to City school students who participated in the Summer Food Service Program from the Parks and Recreation Department. The Summer Food Service Program was available at the neighborhood centers where at least 51% of the children were eligible for free meals from the schools. The kits included hand sanitizer, masks, and preparedness information in multiple languages.

PY 2020 Accomplishments

During this program year, the Department of Emergency Services has expended $19,684; filled and distributed 2,383 "COVID-19 Care Kits" for Lynchburg City Schools students. Each Kit contained one informational flyer in both English and Spanish; hand sanitizers, and adult and child-sized disposable masks. The Kits were well received by the families in the community and assisted the families in preparing for and responding to the Coronavirus.

COVID-19 Awareness Communications Campaign (City-Department of Communications and Marketing)-$39,990

Accurate, easily obtainable, relevant information is critical even in good times. During a pandemic it can be the difference between life and death. Experts recommended that people avoid large crowds, stockpile shelf-stable foods in case they end up quarantined, stay home from work and contact a doctor if they became ill. There's a confluence of issues that indicate individuals who are on the lower end of the income scale, or are unemployed and underinsured, but there's a key problem with that advice: A lot of low-income people can't afford to follow it. Low-income jobs—line-cooks, nurse's aides, grocery store clerks, - mostly can't be done remotely, and the majority of low-income jobs don't offer paid sick days. It is also difficult for people on the lower to moderate end of the socio-economic spectrum to obtain useful information on how and where to obtain the resources they need including food, financial assistance, healthcare and other vital information. The purpose of this project was to insure easy access to important information to all sectors of the City's population but with a focus on those individuals and families in the lower to moderate social-economic spectrum.
In order to reach the intended audience, a variety of public information tools were employed. The information addressed prevention (staying closer to home when possible, wearing masks and possible resources, washing hands) financials resources, food resources, etc.

PY 2020 Accomplishments

During this program year, the Lynchburg Cares campaign has conducted serval public events and distributed information to individuals regarding the financial resources available to them if affected by COVID-19. Social media campaigns were deployed, bus signage was completed, perpetual updates to the City's website was made, and contacts with area agencies providing financial assistance was made. A local marketing firm completed the work of the branded Lynchburg Cares campaign which included printed materials, social media, billboards, website information, and advertising that reached targeted areas and audiences regarding financial resources available to them and the effects of COVID-19 and how to respond to the Virus. There was $33,814 expended during this program year for this activity.

Coronavirus Aid, Relief and Economic Security Act (CARES ACT) (CDBG-CV) Round 3 Program Funds ($389,143)

The Written Agreements for these projects/activities are in the process of being completed. Therefore, there are no program accomplishments for PY 2020 (FY 2021). The accomplishments for these funds will begin in PY 2021.

City Administration (Grants Administration) - $18,448

Funding will be utilized for personnel and operating costs associated with managing and monitoring the CDBG-CV projects.

Feeding the Homebound (Meals on Wheels of Greater Lynchburg) - $46,500

In response to the coronavirus (COVID-19), Meals on Wheels of Greater Lynchburg will utilize the CDBG-CV Round 3 funds to deliver nutritionally appropriate meals to people that are quarantined individuals or individuals that need to maintain social distancing due to medical vulnerabilities as a result of COVID-19. These individuals are some of the most vulnerable people in our community and the COVID-19 pandemic puts their health at even greater risk.

Emergency Housing Assistance (Lynchburg Community Action Group (Lyn-CAG) - $75,000

The COVID-19 Emergency Housing Assistance Program will assist clients, whose income was impacted by the pandemic, with up to three (3) months of past due rent or mortgage payments. Through this program it is Lyn-CAG's goal to keep households housed, which will prevent exposure to congregate settings (shelter) where the likelihood of contracting the virus is higher. Through this program Lyn-CAG is preparing for increased needs to address the lasting impacts of the virus and unemployment. This program is a direct response to the coronavirus and efforts to alleviate its impact. As the loom of ending moratoriums and forbearance approaches the security of a home is in jeopardy. This could result in an eviction or foreclosure which places a household in danger of contracting the virus. Lyn-CAG's Emergency Housing Assistance Program aims to prevent both evictions and foreclosures due to the pandemic.

Reducing Evictions through Legal Aid (Virginia Legal Aid Society) - $30,000

Virginia Legal Aid Society (VLAS) attorneys and paralegals will provide legal representation, advice, education and outreach to low-income residents of Lynchburg to help reduce the number of anticipated evictions as a result of COVID-19. In response to COVID-19, VLAS will negotiate on behalf of these clients, represent them in court or administrative proceedings, advise them on how to apply state law to help protect themselves against evictions and other potentially illegal activities by their landlords, and inform them of their rights and responsibilities through public education events.

Domestic Violence Prevention (YWCA of Central Virginia) - $6,680

Funds will be used to prevent coronavirus by procuring proper HEPA air filtration/sanitization units for the Sadler House shelter. Funds requested will be used to respond to coronavirus by hiring a Youth Prevention Coordinator to support the youth entering shelter during this time, as the program has noted that youth are suffering both mentally and academically due to the pandemic compounding their domestic violence-based trauma. Further, this person would provide critical prevention education for the city's youth once schools reopen. Data has shown that COVID-19 cases surged in March 2020 with the stay-at-home orders, but the YWCA hotline calls dropped more than 50% during that time. The pandemic has exposed the support that professional and caring experts can provide not only to adult survivors, but to you the survivors. Further, the YWCA realizes that youth tend to disclose to individuals in the community who interact with them including educators. This will allow the YWCA to further respond to the complexities that COVID-19 has left in its wake outside of the virus and medical trauma, but it also has deeply impacted intimate partner violence reporting and care.

Summer Lunch and Play Program (City-Department of Parks and Recreation) - $20,000

The CDBG-CV funds will be used to purchase supplies for both the “recreation-to-go” and the “stay-and-play” options. Examples of supplies include classic recreation items such as balls, hula hoops, jump ropes, and sidewalk chalk. These "recreation-to-go" activities would then be distributed to youth from the center grounds. New play items would be introduced throughout the Summer Lunch & Play Program.

Shelter Program and Apparatus Air Purifier (City-Fire Department) - $192,615

These funds will provide a mobile location to carry out testing, diagnosis, and other services related to the COVID-19 Coronavirus. This program will include three portable self-contained shelters that will be insulated, wired, with AC/Heat, lighting, toilet kits, carry cases, generators. These shelters will be multi-use such as a portable vaccine or illness test site facilities, natural or manmade disasters, extreme heat or cold event shelters. During pandemic, illness, natural or manmade disaster events the poverty and low-income areas of the City are hit very hard due to lack of personal resources. The Apparatus Air Purifier systems will be installed in all emergency apparatus to purify the air and reduce the risk to providers and patients.

CR-10 - Racial and Ethnic composition of families assisted

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

	CDBG	HOME
White	842	4
Black or African American	918	10
Asian	1	0
American Indian or American Native	1	0
Native Hawaiian or Other Pacific Islander	1	0
Total	**1,786**	**14**
Hispanic	23	0
Not Hispanic (includes multiracial not reported above)	**1,740**	**14**

Table1–Table of assistance to racial and ethnic populations by source of funds

Narrative

The Table above provides a total racial and ethnic summary of the number of **persons** in the households served with the CDBG and HOME Program funds. The **households** served were as follows: Lynchburg Redevelopment and Housing Authority (LRHA) assisted 344 households (344 people) through the Coordinated Homeless Intake and Access (CHIA) program. LRHA assisted 1,441 households (1,441people) through the Affordable Housing Resource Center (AHRC) program. LRHA assisted one (1) household (1 person) through a private landlord rental rehabilitation.

Greater Lynchburg Habitat for Humanity (GLHFH) assisted two (2) households and Lyn-CAG assisted two (2) households for a total of 11 persons through the Homebuyer Down Payment Assistance project at each agency. LRHA assisted one household (3 persons) through the new rental housing construction project at 920 Polk Street. A total of 1,791 households were assisted; and 1,800 persons were assisted.

Of the households assisted one thousand sixty-six (1,066) of the households were within 0 to 30% of area median income (AMI); five hundred seventy-nine (579) were within 30 to 50% of AMI; one hundred forty-six (146) were within 50 to 60% of AMI; and none were within 60 to 80% of AMI.

CR-15 – Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	714,680	745,160
HOME	HOME	424,183	247,721

Table2-Resources Made Available

Narrative

In Program Year 2020/Fiscal Year (FY) 2021, the City received $714,680 in CDBG entitlement funds and $424,183 in HOME Program entitlement funds. Along with these entitlement funds, reprogrammed prior year funds and program income of $30 and $2,100, respectively, in the CDBG were allocated to eligible project and in reprogrammed and recaptured funds of $433,416.22 and $10,576 in HOME Program funds. The total amount of CDBG and HOME funds the City allocated for projects and activities in PY 2020 was $1,582,885.22. This represented a total of $714,710 in CDBG and $868,175.22 in HOME Program dollars.

In Program Year 2020 approximately 100% ($745,160) of the CDBG funds were expended on activities that benefited Low-to-Moderate (LMI) persons within the City. With this amount the City was above the minimum threshold of 70% set in Section 24 Code of Federal Regulations (CFR) 570.901(a).

There was 4.39% ($95,113.66) of Lynchburg's CDBG allocation and prior years' funding expended on Planning and Administration, which was under the maximum of 20% allowed according to Section 24 CFR 570.206(g).

There was 4.73% ($102,359.48) of Lynchburg's CDBG allocation and prior years' funding expended for Public Service activities; therefore, the City was under the maximum of 15% mandated by Section 24 CFR 570.201(e).

In FY 2021, there was $745,160 of CDBG funds and $247,721 of HOME Program funds expensed for projects and activities. Narratives for the various projects and activities during PY 2020 have been included in Goals and Outcomes Section of the CAPER (See Pages 3 – 8).

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
CENSUS TRACTS 4,5,6,7, 11, and 19 (CDBG)	70	89	Housing services, public service, Rehabilitation
Citywide (HOME)	100	100	Homebuyer, Rehabilitation

Table3–Identify the geographic distribution and location of investments

Narrative

The City invested 89% of CDBG project funds for PY 2020 (FY21) in the Census Tracts 4, 5, 6, 7, 11 and 19 for Tinbridge Hill Neighborhood Pedestrian Improvements- Phase 2, Biggers Park Improvements & Blackwater Creek Trail Connection, Rental Rehabilitation, and Public Service activities. The City invested 13% of CDBG funds in services Citywide for the Affordable Housing Resource Center and Centralized Homeless Intake services to assist those in need of homelessness prevention. All of the HOME Program funds were allocated for housing related projects (i.e. acquisition and new construction, homebuyer assistance, and rental rehabilitation).

Leveraging

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

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

The City of Lynchburg, through the Office of Economic Development & Tourism (OEDT) and the Economic Development Authority (EDA), offers various programs and incentives, to leverage public investment to address the needs of our community. The section below provides a summary of this leverage from the EDA, and local, state and federal resources:

- In 2020 during the pandemic, the Office of Economic Development and Tourism engaged the business community to capture priorities to "reset" the Blueprint for Opportunity: Building Tomorrow's City of Lynchburg – a five- year strategic action plan for economic development & tourism to position Lynchburg as "the best small city in America."

- In 2020, City Council allocated Coronavirus Relief Funds provided through the federal CARES Act for a business recovery grant program to be administered by the Economic Development Authority. Economic Development & Tourism staff developed a one-time fund that offered financial assistance to businesses whose operations were either closed or restricted by the Commonwealth of Virginia in response to the novel coronavirus. In total, 336 businesses receiving funding from the Business Recovery Program and 38 businesses received support through the Winterization Program for restaurants for a total of $4,215,640 directly to City of Lynchburg businesses.

- The City of Lynchburg Real Estate Rehabilitation Program encourages renovation of older structure and helps to revitalize commercial neighborhoods. In 2020, 58 properties are currently participating in the program, resulting in just over $85,733,250 million in improvements to the City's tax base.

- The City's two Enterprise Zones coupled with expanded small business financing continue to produce substantial results. In the past few years, the City has made several thousand additional acres of commercial property eligible for investment grants; in 2020, investments in commercial real estate were even more significant. Real Property Improvement Grants of $1,391,862 leveraged private commercial property investments of more than $43.6 million.

- In September 2020, CloudFit Software, a new cloud computing services firm, opened their headquarters in the historic Carter Glass building in Downtown Lynchburg. Also, in 2020, Starr Hill Brewery and Three Roads Brewery opened their new locations in Downtown Lynchburg.

- The Local Redevelopment Program provides an investment overlay district that includes existing Enterprise Zone boundaries. Designed to support small business real property investments and expand real estate tax receipts for the city, the grant has been effective in incentivizing public-private partnerships and private investments. $240,000 was awarded to support 15 local businesses through the Local Redevelopment Program, creating 81 new jobs and leveraging $16.3 million in capital investments across the City.

- Downtown revitalization continues with nine (9) new businesses (even in a pandemic) and more than 23 jobs created in calendar year 2020. Downtown continues to grow with the addition this year with new construction of a mixed use building on Commerce Street.

- The City of Lynchburg was awarded $16.7 million in Smart Scale funding from the Virginia Department of Transportation in November of 2019 to improve the intersection at U.S. 501 and U.S. 221. This intersection is located in Enterprise Zone 46. These improvements will relieve traffic congestion and hopefully spur additional economic development in the area.

- The Water Resources Department operates the Combined Sewer Overflow (“CSO”) Program, the largest of all the City’s capital improvement programs. This program reduces the volume and frequency of overflows from the City’s combined sewer system. Thus far, the Program has spent $43 million of local funding (provided by sewer fees); $167 million in State funding (VCWRLF loans); $71 million in federal and state grants; and $19 million in Federal Stimulus (ARRA) funding. Based on the approved Long-Term Control Plan it is estimated that the remaining cost to complete the program is approximately $50 million. Although the Consent Special Order does not specify a completion date, Lynchburg’s CSO Program could be complete as soon as December, 2026. Actual completion date will be largely dependent on available funding.

- The City’s Division of Social Services provides: Child Care Services, Prevention Services, Employment Services, Services to Adults, Energy Assistance Program, Supplemental Nutrition Assistance Program (SNAP), Medicaid, Temporary Assistance for Needy Families (TANF), Virginia Initiative for Education and Work (VIEW), Protective Services to Children, and Foster Care/Adoption.

- The City’s Department of Community Development operates and enforces the Virginia Maintenance Code of the Uniform Statewide Building Code (USBC), in which the Rental Inspections Program is operated. This program provides protection for citizens and neighborhoods by ensuring sub-standard living conditions are reduced in order to produce thriving, attractive, safe neighborhoods and enhance citizen’s quality of life. There were 281 rental inspections conducted during this program year.

- Numerous non-profit subrecipients and community partners used resources, both public and private to complement the investments from the entitlement allocations.

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

Fiscal distress can be categorized by the following criteria: 1) the family poverty rate is 125% or more of the national poverty rate; and 2) the per-capita income is less than 75% of the national average. When a PJ meets one of these distress criteria, it is determined to be in fiscal distress average and thereby receives a 50% reduction of its match requirement. If a local jurisdiction satisfies both of the distress criteria, it is determined to be in severe fiscal distress and receives a 100% reduction of its match requirement. The City does not meet the criteria to be classified as severely distressed but has been determined to be in fiscal distress and received the 50% reduction of its match requirement for PY 2020.

With respect to the match requirements for the HOME Program funds, the City began the PY 2020 period with $3,721,339 in excess match carried over from the prior years. During PY 2020, the City accrued $193,694 in additional match credit from Greater Lynchburg Habitat for Humanity (GLHFH) HOME-assisted units that were constructed by Habitat. This match was accrued through volunteer labor and construction material costs. Based on the HOME Matching Liability Report (PR33) from the HUD Integrated Disbursement and Information System (IDIS), a total of $ 193,293.84 in HOME funds were disbursed requiring a match liability from July 1, 2020 to June 30, 2021 of $0 that was subject to the 0% match requirement applied to the City. The match requirement was $0. As depicted in the chart below, a balance of $ 3,915,033 in excess match is available to be carried over to PY 2021 and remains available for future years.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	3,721,339
2. Match contributed during current Federal fiscal year	193,694
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	3,915,033
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	3,915,033

Table 4 – Fiscal Year Summary – HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
315 McCorkle	10/27/2020	0	0	0	0	$ 88,439	0	$ 88,439
1644 Callaham	01/09/2021	0	0	0	0	105,255	0	105,255
Total						$193,694		$193,694

Table 5 – Match Contribution for the Federal Fiscal Year

HOME-Program Income

As the Table below indicates, there was no program income receipted for the HOME Program during PY 2020

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

Table6–Program Income

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

The Table below provides the number and number of contracts that were issued for the four homeowner rehabilitation projects completed by Lyn-CAG. There were no other construction contracts issued during PY 20 within the HOME program

Minority Business Enterprises and Women Business Enterprises - Indicate the number and dollar value of contracts for HOME projects completed during the reporting period

	Total	Minority Business Enterprises				
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	White Non-Hispanic
Contracts: Number	1			1		
Dollar Amount	$220,690			$220,690		
Sub-Contracts: Number	0					
Dollar Amount	0					

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

Table7–Minority Business and Women Business Enterprises

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

Minority Owners of Rental Property - Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted

	Total	Minority Property Owners				
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	White Non-Hispanic
Number	0					
Dollar Amount	0					

Table 8-Minority Owners of Rental Property

Relocation and Real Property Acquisition - Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition

	Number	Cost
Parcels Acquired	0	
Businesses Displaced	0	
Nonprofit Organizations Displaced	0	
Households Temporarily Relocated, not Displaced	0	

Households Displaced	**Total**	Minority Business Enterprises				
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	White Non-Hispanic
Number	0					
Cost	0					

Table 9-Relocation and Real Property

CR-20 - Affordable Housing 91.520(b)

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

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

In PY 2020, the Tables below lists the goals and actual number of persons and households served by the CDBG and HOME Program for each type of population.

	One-Year Goal	Actual
Number of Homeless persons to be assisted through CDBG activities (CHIA)	900	344
Number of Non-Homeless persons assisted through CDBG activities (Housing Resource Center)	1,000	1,441
Number of Special-Needs persons to be provided affordable housing units (Florida Terrace)	31	0
Total	**1,931**	**1,785**

Table10–Number of Persons Assisted

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	26	5
Number of households supported through Rehab of Existing Units	0	1
Number of households supported through Acquisition of Existing Units	0	0
Total	26	6

Table11–Number of Households Supported

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

Number of homeless to be provided assistance: The Coordinated Homeless Access Intake (CHIA) CDBG project did not meet the goal of 900 persons to be served during this reporting period. The CHIA Coordinator served three hundred forty-four (344) persons in diverting homelessness and providing resources. This goal was provided as an estimate in the Annual Action Plan. All persons who contacted CHIA were served. Persons presenting for assistance are provided with consistent and standard assessment tools - safety screening, diversion screening, and basic assessment of housing barriers and vulnerability.

Number of Non-Homeless persons assisted through CDBG activities (Affordable Housing Resource): Lynchburg Redevelopment and Housing Authority (LRHA) has implemented the Affordable Housing Resource Center (AHRC) and has staffed it with a Housing Navigator to provide a centralized access point to all affordable housing resources and programs available in the City. The project is a collaboration of the Lynchburg Housing Collaborative partners, the Central Virginia Continuum of Care (CVCoC), the City of Lynchburg, and the Lynchburg Redevelopment and Housing Authority (LRHA). It is designed as a “one stop shop” for accessing housing resources. The project met the goal of 1,000 persons to be served during this reporting period. AHRC served 1,441 people.

Number of special-needs to be provided affordable housing units (number of persons served): There was a goal in the Amended Annual Action Plan for this reporting period to provide additional special needs affordable housing. Within the 2020-2024 Five-Year Consolidated Plan, there is an overall goal of increasing rental housing units for special needs persons by 31 housing units. (NOTE: Rush Homes has had to revise the design of this new rental development housing project. Rush Homes is in the design phase of the Florida Terrace project to develop the 31 apartment units. The plans are to provide housing for persons with and without disabilities, all with low incomes. At least 25 percent of tenants will have disabilities. There will be a set aside of seven (7) units for Permanent Supportive Housing (persons who are exiting homelessness who also have disabilities).

Number of households supported through Rental Assistance: There is no rental assistance project within the CDBG and HOME Program.

Number of persons supported through the production of new units: This goal was not attained in PY 2020 There were four (4) households assisted through direct homebuyer assistance, eleven (11) persons were supported through the production of new units: Greater Lynchburg Habitat for Humanity (GLHFH) and Lyn-CAG supported four (4) households and eleven (11) people through direct financial assistance. Knott Street development is currently in its planning and design phase. Funds will be used to subsidize development costs for eleven (11) parcels and homes, all of which will be sold to Habitat-qualified families.

Number of persons supported through rehabilitation of existing units: During PY 2020, there was no set goal. The HOME Program Homeowner Rehabilitation Program was cancelled. Lyn-CAG could not secure qualified contractors to complete the rehabilitations. There was one (1) person supported through the rehabilitation of existing units. LRHA 's Rental Rehabilitation program supported 1 household (1 person) through a rental property rehabilitation by a private landlord.

Discuss how these outcomes will impact future annual action plans.

The completion of these projects/activities will assist the City in meeting the goals established in the 2020-2024 Consolidated Plan and future Annual Action Plans. City Council will continue to allocate CDBG and HOME Program funds to cooperative ventures that will assist in addressing barriers to affordable housing and meeting community public and private neighborhood and infrastructure needs.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	1,065	1
Low-income	577	2
Moderate-income	144	2
Total	1,786	5

Table12–Number of Households Served

Narrative Information

Using CDBG funds, 1,786 households were served. The Coordinated Homeless Intake and Access (CHIA) Coordinator assisted three hundred forty-four (344) households that were extremely low-income in assessing the household's needs and providing available information and resources to divert homelessness. LRHA assisted one (1) low-income family through a Rental Rehabilitation project. LRHA's Affordable Housing Resource Center (AHRC) project assisted one thousand four hundred forty-one (1,441) households: seven hundred twenty-one (721) were extremely low-income; five hundred seventy-six (576) were low-income; and one hundred forty-four (144) were moderate income households.

Five (5) households were assisted with the use of HOME Program funds. LRHA's Vacant Housing Revitalization and Rehabilitation project assisted one (1) extremely low- income household. Greater Lynchburg Habitat for Humanity (GLHFH) and Lynchburg Community Action Group (Lyn-CAG)'s Down Payment Assistance projects provided assistance to four (4); two (2) low-income and two (2) moderate-income households.

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

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

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

The Central Virginia Continuum of Care (CVCoC) operates a primary access point for homelesspersons with satellite access points for special populations. The primary access point for the homeless response system is Coordinated Homeless Intake and Access (CHIA). The homeless hotline, CHIA, provides a phone-based assessment and referral to diversion, homeless prevention, shelter and appropriate housing interventions and services. This access point covers the entirety of the CVCoC's geographic region (Lynchburg and the surrounding counties) by providing assessment and referral through a phone-based system. CHIA operates 24/7 to ensure that persons have access to this resource at any time they face a housing crisis. Coordinated entry staff is trained on diversion strategies, addressing the needs of domestic violence victims and the coordinated entry process. Persons presenting for assistance are provided with consistent and standard assessment tools - safety screening, diversion screening, and basic assessment of housing barriers and vulnerability.

An additional access point to the homeless response system is through Homeless Outreach and Mobile Engagement (HOME), the CVCoC's street outreach program. This program, operated through a partnership between Miriam's House and Community Access Network, provides a dedicated part- time staff person to identify and build rapport with unsheltered persons and conduct the CVCoC's standard assessments in order to ensure unsheltered clients receive access to the homeless response system and are quickly connected with housing resources.

Intake staff at CHIA sites and through street outreach uses the CVCoC initial assessments to review clients' needs and determine eligibility for services. Initial assessment includes an immediate safety screening, diversion and prevention screening, homelessness verification, basic assessment for shelter intake and release of information for Homeless Management Information System (HMIS) and Community Case Review (case conferencing). After the initial assessment, there is a prioritization assessment which uses the Vulnerability Index - Service Prioritization Decision Assistance Tool (VI-SPDAT) as the common assessment tool for individuals experiencing literal homelessness, who have been unable to be prevented or diverted from shelter or a place not meant for human habitation. The VI-SPDAT and the CVCoC Housing Barrier Assessment are completed by trained assessors after initial assessment identifies a household as literally homeless. A CVCoC Coordinated Entry form is also used to identify whether the household belongs to one (or more) of the four subpopulations prioritized by the CVCoC for additional services: veterans, chronically homeless, households with children and youth (unaccompanied young people, age 24 and under).

All households belonging to a priority subpopulation are placed on the By-Name List, maintained through the Community Case Review team, for prioritization and referral to rapid re-housing and permanent supportive housing. The agency completing the assessment notifies the CVCoC Lead Agency, Miriam's House, through either faxing or emailing the Coordinated Entry Referral form for the assessed household. The CVCoC Lead maintains the By-Name List and through Community Case Review each household is matched with the appropriate housing and service intervention. Homeless households that do not belong to a priority subpopulation and/or households that score a three or lower on the VI-SPDAT are provided with housing focused case management and linkages to mainstream resources to promote self-resolution directly from shelter.

During the COVID-19 pandemic, street outreach workers continued regular outreach visits to households experiencing unsheltered homelessness to ensure they had the supplies needed to stay safe and healthy.

Addressing the emergency shelter and transitional housing needs of homeless persons

Over the course of a year (July 1, 2020- June 30, 2021), 305 households entered domestic violence and emergency shelters within the Central Virginia Continuum of Care (CVCoC). This represents a 48% decrease over the year prior. Significantly less people experienced homelessness this year compared to last year due to additional resources awarded to the community to prevent households from becoming homeless and the eviction moratoria. Over the past several years the area has seen a decrease in shelter utilization as the CVCoC has increased the level of homeless prevention and diversion provided to households in need. The CVCoC anticipates this demand for shelter beds remaining steady or decreasing as the CVCoC expands its focus on diversion and homeless prevention. The CVCoC anticipates that the current shelter resources are sufficient to meet the need as utilization rates have remained below 100% even with low barrier admission policies.

At the beginning of the COVID-19 pandemic, direct homeless response service providers, CVCoC leadership, City leaders, and health professionals met weekly to develop a plan to address the COVID-19 pandemic in homeless response. The team created a standard operating procedure to outline how persons experiencing homelessness would move through the homeless response system during the outbreak of the coronavirus. The procedure ensured that all persons experiencing homelessness received standardized assistance in preventing disease spread and access to care, as needed. The procedure began at the time a person in a housing crisis connects with the Central Virginia homeless hotline, CHIA, to next steps assistance determined by the CVCoC COVID-19 Homeless Response Triage Screening Tool.

In 2020, Lynchburg Community Action Group accepted additional funds to operate a hotel program for households identified as at-risk of complications if they contracted COVID-19 and for households who tested positive for the virus. The hotel program provided a non-congregate setting for households to isolation and quarantine, as needed. During the first half of 2021 Miriam's House operated a hotel program for homeless households to isolate once they tested positive for COVID-19. At this point, there were reported no outbreaks of COVID-19 among households experiencing homelessness in 2021.

The Homeless and Housing Services (HHS) Committee of the CVCoC meets monthly to discuss improvements to the homeless response system, including ensuring all persons needing shelter or other homeless interventions are able to access them. This committee reviews gaps in services and specifically addresses any barriers to services. Coordinated Homeless Intake and Access (CHIA) provides a monthly report out regarding any households who were unable to be served and the reason for service denial. Using this data, the HHS Committee recommended to the CVCoC Board that access to the homeless response system during evening and weekend hours be moved from Salvation Army to Lynchburg Community Action Group (Lyn-CAG) in order to provide a low-barrier option for those needing shelter and coordinated entry services during non-business hours. The HHS Committee regularly reviews eligibility guidelines for each program to ensure that there are no barriers to program admission or maintenance. The Committee identifies barriers to access that are contained in program rules and eligibility criteria and makes recommendations to the CVCoC Board regarding how those barriers can be reduced. At this time, all CVCoC-funded programs have instituted low- barrier admission policies. Funded projects removed all admission requirements related to drug testing, income, criminal history, identification, custody or family composition restrictions, treatment compliance, medication compliance, or any other barrier to access.

An additional way that the CVCoC ensures that services are offered without barriers is through regular training to front-line staff and program managers on Housing First, harm reduction, motivational interviewing, and other best practices. The Monitoring and Evaluation Committee of the CVCoC performs an annual site audit of each CVCoC- funded project to ensure adherence to the CVCoC policies and procedures, which require no barriers to project admission or maintenance.

The CVCoC provides annual training for homeless service providers on the Prohibition Against Involuntary Family Separation, Equal Access, and Prohibited Inquiries requirements. This training includes building capacity for shelter staff around creating safe spaces and providing services that promote inclusive policy standards, provide safety for shelter residents, respect diversity and protect the rights of all homeless individuals and families. The CVCoC monitors projects' nondiscrimination policies to ensure that family composition, gender identity and gender expression are included in the language. Projects are also expected to maintain confidentiality standards that protect sex assigned at birth information. Eligibility criteria are reviewed to address any exclusionary criteria such as requirement of a marriage license or restrictions regarding the ages of children. The CVCoC also provides sample documents that can be publicly posted or handed out to inform clients of their rights under the Equal Access rule. To further ensure compliance, the CVCoC has instituted regular consumer surveying which allows for program participants to report any discrimination. The CVCoC policies require all projects to have a grievance policy which they provide to all program participants at intake.

Helping low-income individuals and families avoid becoming homeless, especially extremely low- Income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities,

mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

All unstably housed households assessed through Coordinated Homeless Intake and Access (CHIA) are referred to the CVCoC's targeted homeless prevention program if a diversion screen demonstrates that the household cannot be diverted from homelessness and that more intensive homeless prevention services are needed. All households referred to the targeted prevention program are screened with the CVCoC Targeted Prevention Screening Tool. The targeting screening was developed through research conducted by Veteran Affairs as well as peer reviewed research which demonstrates that specific household characteristics make a household more likely to become literally homeless. Some of these characteristics include frequent moves, history of homelessness, fleeing domestic violence, youth, youth identifying as LGBTQ, persons with disabilities and others. Households scoring an eight or above on this screen are served through housing focused case management and rental assistance, rental arrears and housing stabilization financial assistance. The CVCoC's Targeted Prevention Tool has been in use since late 2017 and has ensured that services are provided to those most likely to become homeless but for intervention.

The CVCoC Policies and Procedures require that systems of care and correctional institutions conduct discharge preparation in order to prevent households exiting their programs from becoming homeless. These policies ensure that the burden on discharge planning that does not include discharges to homelessness is on other systems of care rather than primarily on the homeless response system.

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

The implementation of the coordinated entry system provides a framework that assists households in moving quickly into permanent housing. Housing-focused conversations are built into initial assessment and incorporated into shelter case management from the point of intake. Momentum toward housing is maintained by setting timeframes within which housing plans are developed and prioritization assessment should be completed. For households not prioritized for permanent housing interventions, the CVCoC works in partnership with the Lynchburg Redevelopment and Housing Authority (LRHA) to offer an Affordable Housing Resource Center, which provides housing navigation services. In addition, shelter case managers offer each household housing-focused case management and housing location services, including assistance with employment, benefits access, referrals to wrap-around services and affordable or subsidized housing identification. Efforts to recruit landlords and share landlord network information across the CVCoC has expedited housing attainment for all program participants.

For households that are prioritized for permanent housing interventions, there is a warm hand-off between the shelter case manager and the assigned rapid re-housing (RRH) or permanent supportive housing (PSH) case manager, who spearheads housing location alongside the referred household. This hand-off allows shelter case managers to focus on providing housing focused case management to households that are not prioritized for RRH or PSH. Expanding permanent housing interventions such as RRH and PSH, as the CVCoC has done in the last year, also ensures that households becoming homeless can be re-housed quickly. There are currently more slots available for permanent housing within our CVCoC than temporary slots such as emergency shelter. This shifting of bed availability ensures that those with the highest needs can receive the highest level of housing intervention.

The implementation of a By-Name-List of every homeless households allows the homeless response system to better understand who is homeless in real time. These households are staffed at Community Case Review in order to expedite their permanent housing placement. The CVCoC's written standards prioritize households with long episodes of homelessness (identified through VI-SPDAT) for permanent housing interventions.

Once housed, in-home housing stabilization case management is provided to rapid re-housing and permanent supportive housing clients to prevent returns to homelessness. Housing stabilization case management services include tenancy skills, budgeting and financial literacy education, referrals to employment and training opportunities and coordination with long-term service providers such as mental health skill building services, home-based family strengthening programs, recovery resources or other services that will address stability needs.

Through extensive training on and implementation of Housing First strategies and housing focused case management best practices, the CVCoC has equipped homeless service providers to serve and house homeless households rapidly without predicating services on housing readiness.

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

Actions taken to address the needs of public housing

LRHA began a Strategic Planning process revising the vision, mission and goals of the agency. LRHA is ready to move forward with creating additional affordable housing opportunities. The plan includes the redevelopment of Birchwood Apartments. Phase I of this redevelopment will include an off-site project. LRHA is evaluating Developer Partners to assist in this effort. The Agency has begun Resident Meetings with the goal of discussing redevelopment ideas with families in the Fall 2021 as well as beginning any required public notice to families potentially affected by relocation or redevelopment.

Additionally, the agency has made a significant investment in resident services by hiring a full- time highly-qualified and energetic Resident Services Coordinator. The Resident Services Coordinator oversees all programs and activities provided to LRHA families. Duties include grant and budget and performance measurement. This individual provides direct case management, conduct agency-wide needs assessments to identify areas of need to build programs (life skills, employment, financial literacy, education, barrier identification, etc.), build partnerships with local agencies to provide referrals and access to resources, grant research and will pursue additional funding opportunities as they come available.

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

The Agency will address home-ownership opportunities with Housing Choice Voucher (HCV) clients and Public Housing (PH) residents in the FY2022 in partnership with HUD Housing Counseling Partners, Lynchburg Community Action Group (Lyn-CAG).

Actions taken to provide assistance to troubled PHAs

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

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

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

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

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

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

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

The Lynchburg Regional Housing Collaborative completed and distributed to the public through the Lynchburg City Council a Study "Opportunity Profile: Housing Stability in Lynchburg, VA" through a Community Impact Grant from the Virginia Housing Development Authority (VHDA). The Study stated that there is a need for additional affordable housing units and the relation of these housing needs to low-income persons/households. As a result of this Study the City Council is focused on addressing affordable housing and is continuing to discuss with the Lynchburg Redevelopment and Housing Authority (LRHA) what an affordable housing policy would be and to discuss resources and options to create and further encourage the development of affordablehousing in Lynchburg.

Affordable housing has long been a topic of discussion. Lynchburg has a long history of administering programs that are designed to assist residents with housing opportunities. Lynchburg residents have access to outcomes from housing funds administered by the City and the Lynchburg Redevelopment Housing Authority from programs like the Housing Choice Voucher Program, the Community Development Block Grant, the federal Low-Income Housing Tax Credit, and the HOME Investment Partnership Program. The City has also engaged in a variety of initiatives designed to improve the quality of the housing stock while still ensuring attainability and affordably, such as the Real Estate Rehabilitation Program and the Rental Inspection Program. Additionally, the City has partnered with a variety of public, private, and non-profit organizations that are dedicated to improving housing opportunities for people who live in Lynchburg.

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

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

To assist in addressing the housing and community development needs of underserved citizens, the City of Lynchburg focused a significant amount of federal resources on rnew construction, homebuyer activities, and public infrastructure in the CDBG targeted areas. Several non-profit agencies were funded with CDBG and HOME Program funds to undertake new construction and homeownership activities. Financing availability continues to be one of the main obstacles in addressing underserved needs of the City's residents. With declining government program support, the private sector will have to play a key role in making up for this loss.

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

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

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

The City, through Lynchburg Redevelopment and Housing Authority (LRHA), developed an Affordable Housing Resource Center (AHRC), which is designed as a "one stop shop" for accessing resources and to address and solve people's housing questions and needs. The Center offers a Housing Navigator to assist citizens in navigating the vast sea of affordable housing challenges and opportunities in the City. Information, education and training programs will be offered to provide a number of learning tools to citizens to be successful in obtaining and maintaining stable housing.

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

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

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

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

Subrecipients are required to ensure that all contractors obtain the proper certification prior to completing a renovation or repair project utilizing CDBG and HOME Program funds.

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

In 2020, Lynchburg continued to strive toward the mark of poverty reduction and increased median household income through civic engagement.

The Bridges to Progress taskforces are: Community, Early Childhood Education, Education, Faith, Food, Housing, Health/Mental Health, Legal, Transportation, and Workforce. A steering committee of ten has a member acting as a liaison for the taskforces to provide support, encouragement, and communication between the taskforce and steering committee. The taskforces and steering committee meet independently each month and everyone gathers together every 90 days to report their progress and challenges, and to promote the sharing of resources and the collaboration between the taskforces. A website has been created as well as a logo.

The taskforces were invited to submit grant proposals funded with money set aside by Lynchburg City Council with the goal to increase median income and reduce poverty. Nine grant proposals were put forth for consideration. All proposals were unanimously approved in January 2020. The following awards were received:

- Community Taskforce- $20,785
- Early Childhood Care and Education Taskforce groups- $6,900, $5,000, and $1,500
- Education Taskforce-$19,000
- Faith Taskforce- $7,700

- Food Taskforce- $7,000
- Health/Mental Health Taskforce- $15,000
- Transportation Taskforce- $31,375

Several highlights of this past year's work:

EDUCATION TASKFORCE: The Education Taskforce has partnered with Beacon of Hope, Jubilee Family Development Center, and University of Lynchburg to provide a safe space with internet access for students in a virtual setting, particularly the underserved population that is challenged by no home internet and no one at home to supervise school work. Tutoring was to be provided by University of Lynchburg student volunteers. Another activity included the University of Lynchburg is forming *Lynchburg Tomorrow*, a group of community leaders to focus on a specific geographic area to build resources for the next generation of grassroots community leaders and use the designated grant funds for leadership training. The Taskforce continues to focus on food insecurity, leadership and health disparity.

HOUSING TASKFORCE: The Housing Taskforce, through the Lynchburg Housing Collaborative, is applying for a grant to hire a consultant to evaluate the housing needs in Lynchburg and to provide support to assist persons in need of housing and the resources available to them. The Taskforce continued working with community agencies (i.e. Virginia Legal Aid Society, Central Virginia Continuum of Care, Lynchburg Redevelopment and Housing Authority) to alert people of the rental and mortgage assistance programs offered through the State Department of Housing and Community Development.

WORKFORCE TASKFORCE: Virginia Career Works continued the program, **Career Essentials** is operating and teaching soft skills to participants This is a in-class instruction and home-based application, the program aims to provide individuals with the skills necessary to obtain local employment. This Taskforce aided the Virginia Unemployment commission (VEC) to support basic career services. This Taskforce has formed a partnership with Parkview Mission and the City of Lynchburg to support a Life Skills Institute.

TRANSPORTATION TASKFORCE: The Greater Lynchburg Transit company (GLTC), as a result of COVID-19, offered free bus rides and extended their service to Sundays in the Fall of 2020 and into 2021. This Taskforce began a platform "Share Greater Lynchburg". This platform provided ways for people to donate, volunteer, and provide resources and other features. The Ways to Work Program has provided funds to individuals to pay for car repairs and insurance. The Taskforce continues to develop the ride sharing application for transportation access for lower income persons.

LEGAL TASKFORCE: The Legal Taskforce continues to provide The Bridges to Progress First Steps Reentry Guide, a pamphlet which gives people coming out of jail a list of services they can turn to first and serves to help when people are faced with the immediate uncertainty of reentry, and continued distributing the Welcome Back Pack—a backpack filled with various supplies such as socks, underwear, personal hygiene items that are to be given to persons leaving jail with no resources.

The Taskforce continued to follow Virginia General Assembly bills that affect persons the committee is trying to help.

FAITH TASKFORCE: The Faith Taskforce, through Interfaith Outreach, continues to aid persons whose rent, mortgage, and utility bills have become delinquent as a result of COVID-19. The Taskforce created an initiative with the Lynchburg Health Department to identify vaccine clinics in underserved communities.

FOOD TASKFORCE: The Food Taskforce continued to distribute grocery carts for persons to transport their food from area food agencies. The Greater Lynchburg Community Foundation provided five (5) food agencies with funding to address food insecurity and to fund research and development.

EARLY CHILHOOD CARE AND EDUCATION TASKFORCE: This Taskforce has continued to concentrate on engaging businesses to invest in daycare services.

COMMUNITY TASKFORCE: this Taskforce has been charged with overseeing a $1.6 million grant awarded to the area to promote vaccination through media advertising, education outreach, and clinics.

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

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

The City and surrounding counties are a part of an initiative called Bridges of Central Virginia that uses the Bridges Out of Poverty model to help under-resourced citizens gain self-sufficiency and well as the City's implementation of the initiatives and merging of Poverty to Progress (P2P) and Bridges Out of Poverty for the formation of Bridges to Progress. It teaches how to think about changes that can be made to break down barriers that are sustaining poverty and focuses on ways to change policy/procedures on a business and local government level.

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

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

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

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

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

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

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

The City works to affirmatively further fair housing for Lynchburg's populations. In 2020, the City developed and finalized an Analysis of Impediments to Fair Housing Choice (AI). Based on the AI, the City developed a Fair Housing Action Plan (FHAP) that identified the impediments Lynchburg would focus on over the 2020-2024 Consolidated Plan period.

Addressing the impediments is a joint effort between the City and its housing and community organizations/agencies. Below are highlights of the impediments identified and the actions taken by the City and community partners during PY 2020 to address these impediments.

1. Impediment/Action - Barriers to housing choices for members of the protected class - The City should specify procedures, training, and monitoring process for implementing the Language Access Plan (LAP) to streamline services and better accommodate persons with limited English proficiency (LEP). This is especially important for when the LEP Spanish-speaking population reaches the safe harbor threshold.

   - **Program Year 2020 Accomplishment** - City staff updated the Language Access Plan (LAP) which includes specific procedures, training and monitoring process for the Plan to accommodate persons with limited English proficiency (LEP). This Plan should streamline services and better accommodate persons with limited English proficiency (LEP). This is especially important when the LEP Spanish-speaking population reaches the safe harbor threshold in Lynchburg.

2. Impediment/Action - Location and type of affordable housing - The City and other local organizations continued to address the diverse housing needs for the City's various subpopulation, including students, low- and moderate-income households, persons with disabilities, and elderly persons.

   - **Program Year 2020 Accomplishment** - There were four (4) low-to-moderate income households who purchased affordable housing units through down payment assistance with HOME Program funds.

3. Impediment/Action – Location and type of affordable housing - LRHA should expand Section 8 HCV Program to higher opportunity areas.

   - **Program Year 2020 Accomplishments** - Due to COVID-19 LRHA was not able to recruit new landlords during this program year.

4. Impediment/Action – Location and type of affordable housing - The City should collaborate with local universities to ensure students are not competing with low- and moderate-income households for housing

   - **Program Year 2020 Accomplishments -** While there were no new on-campus units added during this program year, City staff has continuous conversations with local universities regarding housing for their students and the need to create on-campus housing.

5. Impediment/Action - Location of community assets - The City should collaborate with GLTC to improve access to GLTC routes in higher opportunity areas and employment centers in the City and for individuals working unconventional hours.

   - **Program Year 2020 Accomplishments** - There was one bus stop added at Logan's Landing Apartments on Timberlake Road.

6. Impediment/Action – Location of community assets - The City and local service providers should centralize public services in locations with good transit access and high concentration of members of protected classes.

   - **Program Year 2020** Accomplishments - During this program year, there were two new public service providers who received funding and provided services as a result of the Community Development Block Grant (CDBG) CARES Act funds. These agencies are located within locations serviced by public transportation.

7. Impediment/Action – Discriminatory behavior toward members of the protected class - The City should continue supporting fair housing services, such as housing counseling from Lyn-CAG and legal counseling from VLAS, to reduce rates of eviction, mortgage application denials, high-cost lending, and other discriminatory practices.

   - There were seven (7) persons who attended sessions regarding fair housing and/or housing counseling through the First Time Homebuyer's club at Lynchburg Community Action Group (Lyn-CAG). Through the First Time Homebuyer's Club, clients are required to attend two sessions that address fair housing issues. One that focuses on Fair Housing laws, including those in Virginia, and the other session focuses on predatory lending. In the Fair Housing group education session, we cover the history of housing policy and laws, what is considered a housing transaction, protections, discriminatory practices (explicit and implicit), protected classes, how to file a complaint and local resources. The predatory lending session covers common predatory lending practices, how to spot predatory lending practices and how to address them if you are a victim. Throughout the 12-month program, clients receive housing education and housing counseling. During the one-on-one housing counseling sessions, counselors review the group education sessions and assist the client in addressing individual concerns.

Note: A detailed report providing PY 2020 accomplishments for the Analysis of Impediments to Fair Housing Choice is an attachment for the final CAPER submittal.

CR-40 - Monitoring 91.220 and 91.230

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

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

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

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

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

The City has conducted on-site monitoring visits at the following agencies for PY 2020 CDBG, CDBG-CV, and HOME prior years' rental development funded projects:

1) Greater Lynchburg Habitat for Humanity;
2) Miriam's House;
3) Lynchburg Redevelopment and Housing Authority; and
4) Lynchburg Community Action Group;
5) Interfaith Outreach Association;
6) Community Housing Partners;
7) Lynchburg Covenant Fellowship; and
8) Rush Homes.

City staff reviewed written agreements, agency procedures and client records with each monitoring source. The written monitoring reports will be provided to the agencies upon completion by City staff.

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

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

The City's Citizen Participation Plan (CPP) adopted by City Council on May 12, 2020 states that in order to comply with 24 CFR Part 91.105(d) and provide citizens a reasonable notice and opportunity to comment on performance reports for the submission of the Consolidated Annual Performance Report (CAPER) the following is the public process stated in the CPP that will be followed to provide the opportunity for citizen participation:

A public notice in the local newspaper will provide the 15-day public review period and City Council public hearing date by publishing a short summary of the CAPER. This summary will briefly describe the contents and purposes of the CAPER. The notice will include the locations where copies of the CAPER can be reviewed. Copies of the CAPER will also be available to the public, upon request, in the Grants Administration Office as well as at the City's web site: www.lynchburgva.gov/grants.

After adoption, the City will attach to the CAPER a summary of any written or oral comments received during the public review period, including the public hearings. If the City does not incorporate a recommendation from the public, the City will attach reasons why that recommendation was not included when the CAPER is sent to HUD. The City will send the CAPER to the U.S. Department of Housing and Urban Development for review and approval.

On September 11, 2021 a public notice was published in the *News and Advance* stating that a draft of the proposed Program Year 2020 Consolidated Annual Performance Report (CAPER) was available for public review for a 15-day public comment period.

The draft report provided citizens with details concerning the federal funds made available to the City for furthering the objectives of the 2020-2024 Consolidated Plan. The CAPER report includes the following: resources available to the City; investment of those resources, the geographic distribution and location of investments; number of families and persons assisted (including the racial and ethnic status of persons assisted); actions taken to affirmatively further fair housing; evaluation of other actions and activities, such as infrastructure projects, indicated in the strategic plan of the Consolidated Plan and the Annual Action Plan; evaluation of the jurisdiction's progress in meeting its specific objectives of providing affordable housing, including the number and types of families served; and a summary of any written comments or views received from citizens regarding the City-funded programs and performance as well as any oral testimony at public hearings for City-funded programs and performance.

The advertisement stated that City Council would be conducting a public hearing on September 28, 2021 to receive public comments regarding the draft CAPER.

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

- Grants Administration Office, Second Floor, City Hall, 900 Church Street, Lynchburg, Virginia 24504
- City website at http://www.lynchburgva.gov/grants-administration
- Lynchburg Public Library, 2315 Memorial Avenue, Lynchburg, Virginia 24501

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

Citizen Comments- A public hearing will be held on September 28, 2021. Any comments received will be included in the CAPER prior to submittal to HUD.

CR-45 - CDBG 91.520(c)

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

There were no changes in the City's program goals and objectives during the program year. Activities were consistent with the goals specified in the 2020-2024 Consolidated Plan.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

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

The Lynchburg Economic Development Authority (EDA) received a Virginia Brownfields Assistance fund (VBAF) award of $50,000 for the former Lynchburg Foundry Warehouse site at 1800 Garnett Street. The EDA is evaluating this property for reuse as a potential expansion of its existing river front recreational area and/or continued use as commercial warehousing and light manufacturing space.

CR-50 - HOME 91.520(d)

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

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

In PY 2020 there were 25 inspections completed by Community Housing Partners (CHP), for the Hilltop Homes and 714 Madison Street.

Rush Homes conducted annual inspections 132 of its rental units at Victoria Ridge, Armstrong Place Apartments, and Old Forest Village. In addition, as clients vacate properties, inspections are conducted prior to new clients occupying the units.

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

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

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

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

There wasn't any program income for the HOME Program in PY 2020.

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

Housing Choice Voucher funds: The Lynchburg Redevelopment and Housing Authority (LRHA) administers the U.S. Department of Housing and Urban Development (HUD) Housing Choice Voucher Program (HCV) for the City of Lynchburg jurisdiction and may provide rent subsidies for up to 979 households. LRHA will receive approximately $4.8 million in HCV funding for Calendar (CY) 2021. The HCV is the Federal government's major program for assisting very low-income families, the elderly, and the disabled to afford decent, safe, and sanitary housing in the private market.
Since housing assistance is provided on behalf of the family or individual, participants are able to find their own housing, including single-family homes, townhouses and apartments.

Low-Income Housing Tax Credits (LIHTC): The federal 4% and 9% LIHTC is the principal source of funding for affordable rental housing units that are constructed or rehabilitated. They are a dollar-for-dollar credit against federal tax liability In Program Year 2017 Rush Homes utilized this federal resource for the development and design of the Old Forest Road Apartments, which consists of 28 rental housing units for persons with disabilities and the elderly. Rush Homes plans to submit an LIHTC application for the development of Florida Terrace.

RESOLUTION: #R-21-070

BE IT RESOLVED that City Council approves the submission of the Program Year 2020 (FY 2021) Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD).

Adopted: September 28, 2021

Certified: Alicia L. Finney
Clerk of Council

Lynchburg City Council – Agenda Addendum: Public Comment

Tuesday, September 28, 2021

7:30 P.M. – City Council Meeting

Council Chamber, City Hall, 900 Church Street

A) Hear from a citizen regarding a concern. (Laura Hunter)

RULES OF PROCEDURE

// An individual may speak for up to 3 minutes; please state clearly your name and locality of residence.

// A group spokesperson may speak for up to 5 minutes; please state clearly your name and the group you will be representing.

Citizens often express conflicting and diverse positions regarding specific issues under consideration. To encourage citizen participation and to avoid intimidation to persons who may express sometimes unpopular opinions, **applause, cheers, or jeers from the audience are not permitted**. When appearing before City Council, citizens may not engage in behavior that intimidates or insults others, engage in disruptive behavior, use profanity or vulgar language, promote private business ventures or campaign for public office.

Finney, Alicia

From: Laura Hunter <lvitelli1@gmail.com>
Sent: Sunday, September 26, 2021 8:18 PM
To: Finney, Alicia
Cc: Jesse Hunter
Subject: Re: Request to speak at upcoming City Council meeting

CAUTION: External Sender

Hello,

We did not receive your email until 2:40 PM on Friday despite having sent the original request in writing the day prior. Without our summary, am I to understand we cannot speak this upcoming Tuesday?

Here is a summary of what we would like to speak about.

We want to address the council on the procedure for appealing decisions by the Historical Preservation Commission. As you may know, per city ordinance 35.2-13.11.a, applicants may appeal any disapproval by HPC to the city council as long as they file this with the City Clerk within 15 days of the decision. However, ordinance 35.2-10.13.d requires that a resident erect a 4'x6' sign with 3 inch lettering in their front yard for 30 days prior to the appeal date before City Council; it also stipulates that the resident pay for a legal notice to be ran in the local newspaper for 2 weeks prior to the appeal date, which can cost anywhere between $100-$500. We feel that these requirements serve no purpose but to discourage the resident from filing an appeal, and in cases where a resident could not afford these costs, it bars taxpaying residents to exercise their right to an appeal before City Council.

To be clear, in accordance with Section 5-3 Rules of Procedure for City Council meetings, we are not attending to discuss the appeal itself, we are requesting the time before the council to point out the fact that the procedures in place for someone to file an appeal are barring their right to the appeals process unnecessarily.

V/r

Laura and William Hunter

> On Sep 24, 2021, at 2:39 PM, Finney, Alicia <Alicia.Finney@lynchburgva.gov> wrote:
>
> Good Afternoon,
>
> I am in receipt of your request to speak during the Public Comment section at the September 28, 2021 City Council meeting. Please provide a brief summary of the topic you wish to speak about in order to complete your request to be placed on the agenda.
>
> Thank you!
> Alicia Finney
>
> Get [Outlook for iOS](https://aka.ms/o0ukef)

From: Laura Hunter <lvitelli1@gmail.com>
Sent: Thursday, September 23, 2021 7:18:07 PM
To: Finney, Alicia <Alicia.Finney@lynchburgva.gov>
Cc: Jesse Hunter <hunte362@gmail.com>
Subject: Request to speak at upcoming City Council meeting

CAUTION: External Sender

Hello,

We would like to speak at the next City Council meeting (Tuesday, September 28). It is our understanding that any request to speak publicly should be sent to you the Friday before the next upcoming meeting.

V/r

Laura Hunter

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 28, 2021** AGENDA ITEM #: **7**

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

ITEM TITLE: Resolution Authorizing the Issuance of Bonds for Centra Health, Inc.

RECOMMENDATION: Adopt the attached resolution authorizing the issuance of up to $275,000,000 in bonds through the Economic Development Authority of the City of Lynchburg for the benefit of Centra Health, Inc.

SUMMARY: The attached information provided by Ted Craddock, counsel to the Economic Development Authority explains the proposed issuance in detail. Centra has requested the Authority to issue its revenue bonds in an aggregate principal amount not to exceed $275,000,000 (the "Bonds"), in one or more series, for the purpose of providing funds for (i) the acquisition, construction, developing and equipping of a new structure at Lynchburg General Hospital to improve and expand patient capacity , which also includes connectivity improvements to link the new structure with existing facilities, (ii) the construction of parking areas and connectivity improvements, (iii) the acquisition, construction developing and equipping of expansion of and improvement to the existing facilities and structures on the Lynchburg General Campus (b) pay certain expenses incurred in connection with the issuance of the Bonds, and the refinancing of previously-incurred debt that financed facilities in Lynchburg and other areas.

The Economic Development Authority of the City of Lynchburg, in accordance with Federal and State law, serves as a conduit for the bonds and assumes no financial responsibility or costs.

The Economic Development Authority of the City of Lynchburg has conducted the requisite public hearing and adopted a resolution recommending that City Council authorize the bonds.

The issuance of the bonds through the Economic Development Authority of the City places no obligation on the City.

PRIOR ACTION(S): N/A

FISCAL IMPACT: N/A

CONTACT(S): Marjette Upshur 455-4492, Ted Craddock 846-2731

ATTACHMENT(S):
- Letter from the Secretary, Economic Development Authority of the City of Lynchburg
- Proposed Resolution; Bond Application
- Certificate of Publication of Public Hearing
- Notices of Public Hearing
- EDA Resolution and Fiscal Impact Statement
- Proposed Council Resolution

REVIEWED BY: raw

Opportunity Lynchburg
ECONOMIC DEVELOPMENT AUTHORITY
LYNCHBURG, VIRGINIA

P| 434.455.4490
F| 434.847.2067
900 CHURCH ST. 2nd FLOOR
LYNCHBURG, VIRGINIA 24504
WWW.OPPORTUNITYLYNCHBURG.COM

September 9, 2021

Honorable Mayor and Members of the
Council of the City of Lynchburg
c/o Mr. Wynter C. Benda, City Manager
900 Church Street
Lynchburg, VA 24504

Re: **Economic Development Authority of the City of Lynchburg, Virginia Proposed Financing for Centra Health, Inc.**

Dear Madam Mayor and Members of Council:

Centra Health, Inc. (the "Organization"), a Virginia nonstock corporation, whose principal place of business is 1920 Atherholt Road, Lynchburg, Virginia, has requested that the Economic Development Authority of the City of Lynchburg, Virginia (the "Authority") issue up to $275,000,000 of its revenue bonds, in one or more series at one time or from time to time (the "Bonds"), the proceeds of which will be loaned to the Organization and one or more of its affiliates:

(i) to finance (A) the acquisition, construction, developing and equipping of a new structure at Lynchburg General Hospital ("Lynchburg General") to improve and expand patient capacity, which also includes connectivity improvements to link the new structure with the existing facilities, (B) the construction of parking areas and related connectivity improvements, (C) the acquisition, construction, developing and equipping of expansion of and improvement to the existing facilities and structures on the Lynchburg General Campus (which is more particularly defined below), (D) sitework and other improvements on the Lynchburg General Campus related to the foregoing, and (E) construction of routine capital improvements at Lynchburg General and related facilities (collectively, the "2021 Project").

(ii) to refinance the Authority's Hospital Revenue Bonds (Centra Health), Series 2014A and Series 2014B (the "Series 2014 Bonds"), which financed and refinanced facilities in the Town of Gretna, Virginia, the Town of Farmville, Virginia, the Town of Amherst, Virginia, and the City of Lynchburg, Virginia, as more particularly described below.

(iii) to refinance the Authority's Hospital Revenue Bonds (Centra Health), Series 2020A and Series 2020B (the "Series 2020 Bonds"), which financed and refinanced facilities in the City of Lynchburg, Virginia, as more particularly described below.

(iv) to finance, if and as needed, amounts required for reserves, working capital, capitalized interest, costs of issuance and other financing expenses related to the issuance of the Bonds.

Items (i) through (iv) above are collectively referred to as the "Plan of Finance".

As set forth in the inducement resolution of the Authority attached hereto, the Authority has authorized the issuance of the Bonds to accomplish the Plan of Finance. The Authority has conducted a public hearing on the Plan of Finance and has recommended that you approve the Plan of Finance and the issuance of the Bonds by the Authority as required by Section 147(f) of the Internal Revenue Code of 1986, as amended, and Section 15.2-4906 of the Code of Virginia of 1950, as amended (the "Virginia Code").

Attached hereto is a copy of the Borrower's application for financing along with (1) a Certificate evidencing the conduct of the meeting and the action taken by the Authority, (2) Fiscal Impact Statement required pursuant to Virginia Code Section 15.2-4907, and, (3) proposed form of Council Resolution suggested by counsel to evidence your approval.

It is requested that consideration of the proposed Council Resolution be placed on the Council agenda for the meeting scheduled for Tuesday, September 28, 2021. A representative of the Authority will be present at the meeting.

Patricia F. Mosby

Patricia F. Mosby, Assistant Secretary
Economic Development Authority of the
City of Lynchburg, Virginia

cc: Matthew Freedman, Esquire
City Attorney
City of Lynchburg

Marjette G. Upshur, Director
Office of Economic Development & Tourism
City of Lynchburg

T.W. Bruno, Esquire
Bond Counsel
McGuireWoods LLP

ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF LYNCHBURG, VIRGINIA

APPLICATION FOR AUTHORITY FINANCING

Section 1
Information Concerning Applicant

1. Legal Name(s) of Applicant(s): Centra Health, Inc.

   Mailing Address: 1920 Atherholt Road
   Lynchburg, Va 24501

   Applicant's Tax ID No.: 54-0715569

2. Name of applicant's representative to be contacted for additional information:

   Name: Doug Davenport

   Mailing Address if Different from Applicant's:

   Telephone No. 434-200-4708 Telefax No.

3. Type of business presently conducted by applicant, if any:
   Healthcare

4. Present location of applicant's principal place of business, if any:
   1920 Atherholt Rd Lynchburg, VA 24501

5. In what year was business started: 1986

6. If a corporation, give state of incorporation: Virginia

7. If a subsidiary of another corporation, give name, mailing address, and state of incorporation of parent corporation:
   Name:
   Address:

   State of incorporation:

8. If applicant is a partnership, give:
   (a) Name of state under whose laws it is organized:
   (b) City or County in which its principal office is located:

9. If a partnership, state whether general or limited: ______________________________

10. If a partnership, give names and residence addresses of all present partners and indicate whether general or limited:

____
____
____

11. If applicant is a joint venture or other business entity (other than a corporation or partnership), describe and give names and residence addresses of all principals:

____
____
____

12. If applicant proposes to undertake the facility sought to be financed through a subsidiary corporation, a new corporation, or other entity to be formed by applicant, give details:

____
____
____

13. If applicant intends to lease the facility to some other corporation or entity or if some other entity is to otherwise occupy and use the facility, so state and give the full proper name of such entity, its principal place of business, and if a corporation, the state of incorporation.

____
____
____

Lessee's Tax ID No.: ______________________________

Section 2
Information Concerning Facility Sought To Be Financed

1. Type of facility:

_______ (a) industrial
_______ (b) facility for commercial enterprise
_______ (c) parking facility
_______ (d) pollution control facility
_______ (e) multi-state, regional or national headquarters or operations center
_______ (f) facility for the residence and care of the aged
_______ (g) facility for private accredited and non-profit institutions of collegiate education
X (h) Other - if so, describe: (i) the acquisition, construction, developing and equipping of a new structure at Lynchburg General Hospital ("Lynchburg General") to improve and expand patient capacity, which also includes connectivity improvements to link the new structure with the existing facilities, (ii) the construction of parking areas and related connectivity improvements, (iii) the acquisition, construction, developing and equipping of expansion of and improvement to the existing facilities and structures on the Lynchburg General Campus (which is more particularly defined below), (iv) sitework and other improvements on the Lynchburg General Campus related to the foregoing, and (v) construction of routine capital improvements at Lynchburg General and related facilities.

2. Indicate whether facility sought to be financed is a:

X (a) new facility
X (b) existing facility
X (c) addition to or modification of existing facility

3. Type of business or activity to be conducted and purpose of facility sought to be financed. Explain proposed use of facility by applicant and/or others and, if a manufacturing plant, the type of products to be manufactured.

A combination of projects to acquire, construct, renovate and equip medical facilities located on the Lynchburg General Campus to provide expanded access to key service lines and other medical services to the communities that Centra Health services. Also the refinancing of debt that financed facilities in Lynchburg and other areas.

4. Specific site location, including street number, if available and approximate acreage or size of site:

The projects will be located at, or adjacent to, 1901 Tate Springs Road, Lynchburg, Virginia, 291 McBride Lane, Gretna, Virginia, 915 South Main Street, Farmville, Virginia, 139 Ambriar Plaza, Amherst, Virginia, 125 Nationwide Drive, Lynchburg, Virginia, 1901 Tate Springs Drive, Lynchburg, Virginia, and 2399 Atherholt Road, Lynchburg, Virginia.

5. General description of proposed facility (describe type of construction, square footage, amount for each operation such as manufacturing, storage, office, etc.) :
(i) the acquisition, construction, developing and equipping of a new structure at Lynchburg General Hospital ("Lynchburg General") to improve and expand patient capacity, which also includes connectivity improvements to link the new structure with the existing facilities, (ii) the construction of parking areas and related connectivity improvements, (iii) the acquisition, construction, developing and equipping of expansion of and improvement to the existing facilities and structures on the Lynchburg General Campus (which is more particularly defined below), (iv) sitework and other improvements on the Lynchburg General Campus related to the foregoing, and (v) construction of routine capital improvements at Lynchburg General and related facilities. And the refinancing of debt that financed facilities in Lynchburg and other areas.

6. Name and address of architect, if retained: ______ Telephone No. ______

7. Give name of present owners(s) of site: All locations are currently owned by Centra Health, Inc. or its subsidiaries

8. If an existing facility:
   (a) what is its present use Existing facilities are used for the provision of medical and educational services
   (b) number of regular employees presently employed on year-round basis ______
   (c) average annual salary per such employee $ ______

9. If applicant is not the present owner of the site, state what, if anything, has been done concerning the location and acquisition of a site by or on behalf of the applicant.

10. State the present zoning classification of the site under the Zoning Ordinance of the City of Lynchburg:
    LGH is zoned B-1

11. Is a zoning change required? ______ YES ______ NO
    If yes, state the zoning classification required: ______

12. Estimated number of regular employees to be employed on year-round basis after acquisition or completion of facility: ______

13. Average annual salary per such employee: $ ______

14. If application is approved by the Authority, when would applicant anticipate issuance of bonds and work on the facility started? Bonds are anticipated to be sold in October.

Section 3
Cost of Facility and Financing

1. Estimated total cost of proposed facility: $ ______

2. Maximum amount of financing sought through the Authority: $ Up to $275 million

3. Items of cost to be paid from Authority financing (i.e., land, equipment, legal, etc.):
Acquisition, construction, renovation, and equipment and the refinancing of previously-incurred debt.

4. If financing is approved, does applicant expect the Authority bonds to be sold by
______ (a) private placement
X (b) public offering

5. If by private placement, has applicant received a commitment or other assurance from a bank or others with respect to the sale of the bonds?
______ YES ______ NO
Elaborate: ______

6. If by public offering, name and address of underwriter(s) desired:

Name	Mailing Address
Barclays Capital	745 7th Avenue, 19th Floor
	NY, NY 10019
	Telephone No. ______

7. Name and address of bond counsel desired:

Name	Mailing Address
T.W. Bruno	800 East Canal Street
McGuireWoods LLP	Richmond, Virginia 23219
	Telephone No. 804-775-1853

Section 4
Tax Information

1. State the current assessed value for real estate tax purposes comprising the site and existing improvements thereon.

Land	$ Not subject to real estate taxes
Improvements	$ Not subject to real estate taxes
TOTAL	$ N/A

2. Current yearly real property tax on the proposed site: $ N/A

3. Estimated taxable value of the facility's real property (buildings and improvements) to be constructed: $ N/A

4. Estimated real property tax per year with respect to the facility when completed (buildings and improvements) using present City of Lynchburg tax rates: $ N/A

5. Estimated personal property tax per year with respect to the facility when completed, using present City of Lynchburg tax rates: $ N/A

6. Estimated merchants' capital tax per year with respect to the facility completed, using present tax rates: $ N/A

7. Estimated business license tax per year with respect to the facility when completed and in use, using, present City of Lynchburg license tax rates: $ N/A

8. Estimated dollar value per year of goods and services that will be purchased locally by applicant or other users of the facility: $ $100-120 million

Section 5
Inducement

1. Explain how the requested financing by the Authority will enable or induce applicant to locate in or remain in the City of Lynchburg and the Commonwealth of Virginia?
The financing facilitates Centra's ability to continue to provide high quality, cost effective medical services with needed access points for the residents of the City of Lynchburg and the other communities that Centra serves. In addition to the direct benefit to Centra, by keeping funding costs low, the financing enables Centra to maintain high quality, comprehensive, low cost healthcare services that make the City of Lynchburg and other areas where projects are located attractive to other business that are considering locating in these communities and encourages those already located here to maintain and expand their facilities.

It is understood and agreed by the Applicant, as evidenced by the execution and filing hereof, that Applicant will (a) upon the filing of this application, pay to the Authority a non-refundable fee as calculated according to the schedule shown on the "INFORMATION AND INSTRUCTIONS FOR APPLICANTS FOR AUTHORITY FINANCING AND FOR BOND COUNSEL" included herewith, which fee consists of the application fee, advance against costs of copying and other incidental costs, and advance against the Authority's Counsel fees and, in addition, (b) pay, when billed, all other costs and expenses of the Authority, including the reasonable fees of its counsel, with respect to this application and any Authority or Lynchburg City Council meetings held in connection therewith.

Applicant also understands and agrees that in the event the Authority approves the application and adopts an inducement resolution and/or enters into an inducement contract with respect thereto and thereafter authorizes the issuance of its bonds or notes to finance a facility on behalf of the Applicant, all costs of the Authority in connection with any such issue, including the reasonable fees of its counsel and bond counsel, will be paid either from the proceeds of the issue or directly by the Applicant or, if such bonds or notes are not issued for any reason, then directly by the Applicant.

The Applicant understands that the approval or disapproval of this application is within the discretion of the Authority and that if approved by the Authority the requested financing will also have to be approved by the City Council of the City of Lynchburg and a proper allocation (bond issuing authority) made to the Authority for the issuance of such bonds or notes under the state limit for the issuance of such bonds or notes as provided in Section 103 of the Internal Revenue Code of 1986, as amended, and the regulations issued thereunder, and as provided by any applicable state legislation, executive order, administrative rules or regulations; that the Authority and/or City Council may require additional financial and other information from the Applicant; that the Authority reserves the right to approve or disapprove bond counsel with respect to each issue; that if this application is approved and Authority bonds or notes are thereafter issued all financing documents shall be in form and substance satisfactory to the Authority, its counsel and bond counsel for the issue and shall include provisions satisfactory to the Authority and its counsel with respect to indemnifying the Authority and payment by Applicant to the Authority of (i) its reasonable costs and expenses, including the reasonable fees of its counsel, bond counsel and other advisers, directly related to the Project or the Bond and (ii) annually, when billed, an annual administrative fee of 1/10th of 1% of the outstanding principal amount of the Bond on each anniversary date of the Closing Date (provided that the amounts so paid shall not equal or exceed an amount that would cause the "yield" on the Note or any other "acquired purpose obligation" to be "materially higher" than the "yield" on the Bond, as such terms are defined under Section 148 of the Code); and that if the Authority adopts an inducement resolution and/or enters into an inducement contract with respect to the issuance of bonds or notes on behalf of Applicant and thereafter before the issuance of its bonds or notes determines (1) that any material information furnished the Authority or the City Council by or on behalf of the Applicant is false or misleading, or (2) if after the adoption of such resolution the proposed financing is not thereafter approved by the City Council of the City of Lynchburg or a proper allocation of bond issuing authority is not made, or (3) if approved by the Authority and the City Council and a proper allocation of bond issuing authority is made, Applicant has not, within the calendar year or other period of time with respect to which the bond issuing authority is made applicable, made all necessary arrangements required of it with respect to the issuance and sale of the bonds or notes and the undertaking of the facility to be financed thereby, or if for any other reason the bonds or notes have not been issued within any such applicable time period, the Authority, in any such event, reserves and shall have the right in its sole discretion to revoke or rescind such inducement resolution and/or inducement contract which the Authority has entered into with the Applicant, after not less than ten (10) days written notice of the Authority's intention so to do, addressed and mailed to the Applicant at its address given in this Application.

Respectfully submitted this 24th day of August, 2021.

CENTRA HEALTH

By: ______________________________

Douglas C. Davenport, SVP CFO

CERTIFICATE

The undersigned Assistant Secretary of the Economic Development Authority of the City of Lynchburg, Virginia (the "Authority") hereby certifies as follows:

1. A meeting of the Authority was duly called and held on Thursday, September 9, 2021, at 8:30 p.m., before the Authority, in the City Council Chambers, 1st Floor, 900 Church Street, Lynchburg, Virginia 24504, pursuant to proper notice given to each Director of the Authority before such meeting. The meeting was open to the public. The time of the meeting and the place at which the meeting was held provided a reasonable opportunity for persons of differing views to appear and be heard.

2. The Chair announced the commencement of a public hearing on the application of Centra Health, Inc., a Virginia nonstock corporation, and that a notice of the hearing was published once a week for two successive weeks in newspapers having general circulation in the City of Lynchburg and the Towns of Amherst, Gretna, and Farmville, Virginia, (the "Notice"), with the second publication appearing not less than six days nor more than twenty-one days prior to the hearing date. Copies of certificates of publication of the Notice are attached and have been filed with the minutes of the Authority and are attached as <u>Exhibit A</u>.

3. A Summary of Statements made at the public hearing is attached as <u>Exhibit B</u>.

4. Attached as <u>Exhibit C</u> is a true, correct and complete copy of the inducement resolution (the "Resolution") adopted at such meeting of the Authority by a majority of the Directors present at such meeting. The Resolution constitutes all formal action taken by the Authority at such meeting relating to matters referred to in the Resolution. The Resolution has not been repealed, revoked, rescinded or amended and is in full force and effect on this date.

WITNESS my hand and the seal of the Authority, as of September 9, 2021.

[SEAL]

Assistant Secretary, Economic Development Authority of the City of Lynchburg, Virginia

Exhibits:

A - Copies of certified Notice
B - Summary of Statements
C - Approving Resolution

<u>EXHIBIT A</u>

NOTICE OF PUBLIC HEARING

(See Attached)

The News & Advance

Advertising Affidavit

101 Wyndale Drive
Lynchburg, Virginia 24501
(434) 385-5400

Account Number

6120740

Date

September 01, 2021

MCGUIRE WOODS LLP
800 EAST CANAL STREET
GATEWAY PLAZA
RICHMOND, VA 23219-3916

Date	Category	Description	Ad Size	Total Cost
09/10/2021	Legal Notices	NOTICE OF PUBLIC HEARING BY THE ECONOMIC DEVEL(	2 x 95 L	1,374.00

Publisher of the
News & Advance

This is to certify that the attached NOTICE OF PUBLIC HEARING **was published by the News & Advance in the city of Lynchburg, in the State of Virginia, on the following dates:**

08/25, 09/01/2021

The First insertion being given ... 08/25/2021

Newspaper reference: 0001250705

Billing Representative

Sworn to and subscribed before me this September 01, 2021

Notary Public

State of Virginia
County of Hanover
My Commission Expires ______

Crystal Mickie Robinson
Notary Public
Commonwealth of Virginia
Reg. No. 7932290
My Comm. Expires June 30, 2025

THIS IS NOT A BILL. PLEASE PAY FROM INVOICE. THANK YOU

EXHIBIT
tabbies
A

NOTICE OF PUBLIC HEARING BY THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF LYNCHBURG, VIRGINIA, REGARDING PROPOSED REVENUE BOND FINANCING

Notice is hereby given that the Economic Development Authority of the City of Lynchburg, Virginia (the "Authority") will hold a public hearing on the application of Centra Health, Inc. ("Centra"), a Virginia nonstock corporation, for the Authority to issue, pursuant to the Virginia Industrial Development and Revenue Bond Act, as amended (the "Act"), revenue bonds in an aggregate principal amount not to exceed $275,000,000 (the "Bonds"), in one or more series, at one or more times, and pursuant to a common plan of finance, for the purpose of providing funds to make one or more loans to Centra (or its affiliates), the proceeds of which, together with other available funds, will be used:

(a) to finance (i) the acquisition, construction, developing and equipping of a new structure at Lynchburg General Hospital ("Lynchburg General") to improve and expand patient capacity, which also includes connectivity improvements to link the new structure with the existing facilities, (ii) the construction of parking areas and related connectivity improvements, (iii) the acquisition, construction, developing and equipping of expansion of and improvement to the existing facilities and structures on the Lynchburg General Campus (which is more particularly defined below), (iv) sitework and other improvements on the Lynchburg General Campus related to the foregoing, and (v) construction of routine capital improvements at Lynchburg General and related facilities (collectively, the "2021 Project"). The amount of Bonds expected to be issued for the 2021 Project is approximately $38,000,000.

(b) to refinance the Authority's Hospital Revenue Bonds (Centra Health), Series 2014A and Series 2014B (the "Series 2014 Bonds"), which financed and refinanced facilities in the Town of Gretna, Virginia, the Town of Farmville, Virginia, the Town of Amherst, Virginia, and the City of Lynchburg, Virginia, as more particularly described below. The amount of Bonds expected to be issued to refinance the Series 2014 Bonds is approximately $72,000,000.

(c) to refinance the Authority's Hospital Revenue Bonds (Centra Health), Series 2020A and Series 2020B (the "Series 2020 Bonds"), which financed and refinanced facilities in the City of Lynchburg, Virginia, as more particularly described below. The amount of Bonds expected to be issued to refinance the Series 2020 Bonds is approximately $165,000,000.

(d) to finance, if and as needed, amounts required for reserves, working capital, capitalized interest, costs of issuance and other financing expenses related to the issuance of the Bonds.

The Bonds are expected to be issued as qualified 501(c)(3) bonds as defined in Section 145 of the Internal Revenue Code of 1986, as amended.

The 2021 Project will be located on or at the Lynchburg General Campus, which is located at 1901 Tate Springs Drive, and is defined to include the buildings and facilities related to Lynchburg General and situated in close proximity to Lynchburg General, which are located on or near Tate Springs Drive or Thomson Drive, with any parking facility expected to be located on or around the Lynchburg General Campus or across Tate Springs Road or Hillsdale Road from the existing Lynchburg General Campus. Centra will own and operate all components of the 2021 Project.

The Series 2014 Bonds financed and refinanced facilities located at 291 McBride Lane, Gretna, Virginia, 915 South Main Street, Farmville, Virginia, 139 Ambriar Plaza, Amherst, Virginia, 125 Nationwide Drive, Lynchburg, Virginia, 1901 Tate Springs Drive, Lynchburg, Virginia, and 2399 Atherholt Road, Lynchburg, Virginia. These facilities are owned by Centra or its affiliate Centra Medical Group, LLC ("CMG") and operated by Centra or CMG (or a subsidiary of CMG).

The Series 2020 Bonds financed and refinanced facilities located in and around the Lynchburg General Campus. These facilities are owned and operated by Centra.

As required by the Act, the Bonds will not constitute a debt or pledge of the faith and credit of the Commonwealth of Virginia, or the City of Lynchburg, Virginia. Neither the Commonwealth of Virginia nor any political subdivision thereof, including the Authority, or the City of Lynchburg, Virginia, will be obligated to pay the Bonds, or the interest thereon, or other costs incidental thereto, except from the revenues and monies pledged therefor. Neither the faith and credit nor the taxing power of the Commonwealth of Virginia nor any political subdivision thereof will be pledged to the payment of principal of the Bonds or the interest thereon or other costs incidental thereto.

The public hearing will be held by the Authority as part of the approval process with respect to the issuance of the Bonds. If, following the hearing, the Authority recommends approval of the issuance of the Bonds, a record of the public hearing will be forwarded to the City Council of the City of Lynchburg, which will be asked to approve the issuance of the Bonds.

The public hearing, which may be continued or adjourned, will be held at 8:30 A.M. on Thursday September 9, 2021, before the Authority in the City Council Chambers, 1st Floor, 900 Church Street, Lynchburg, Virginia 24504.

Residents of the City of Lynchburg, as well as any other persons interested in the Bonds or the projects to be financed by the Bonds, may attend and present their views or submit written comments prior to the hearing to the Secretary of the Economic Development Authority of the City of Lynchburg Virginia, 900 Church Street, Lynchburg, Virginia 24504. A copy of Centra's application may be inspected at the Authority's offices. The address of the Economic Development Authority of the City of Lynchburg, Virginia is Economic Development Office, City Hall, 2nd Floor, 900 Church Street, Lynchburg, Virginia 24504.

ECONOMIC DEVELOPMENT AUTHORITY OF
THE CITY OF LYNCHBURG, VIRGINIA

STAR-TRIBUNE

Serving Pittsylvania County Since 1869

Certificate of Publication

I hereby certify that the attached order of publication has been published once a week for 2 successive weeks in the Star-Tribune, a newspaper published at the Chatham office in Pittsylvania County, Virginia, beginning on August 25, 2021, and ending on September 1, 2021.

Chad Harrison, Publisher

, Editor, acting agent for the publisher

September 8, 2021

DANA ZHANE' MOTLEY
NOTARY PUBLIC
REGISTRATION # 7783537
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES APRIL 30, 2022

STATE OF VIRGINIA, AT LARGE

County of Pittsylvania, To-wit:

The foregoing instrument was acknowledged before me this 8 day of September 2021 by Chad B. Harrison

My commission expires April 30, 2022.

Notary Public

NOTICE OF PUBLIC HEARING
BY THE ECONOMIC DEVELOPMENT
AUTHORITY OF THE CITY OF
LYNCHBURG, VIRGINIA,
REGARDING PROPOSED REVENUE
BOND FINANCING

Notice is hereby given that the Econom- Development Authority of the City of nchburg, Virginia (the "Authority") will ıld a public hearing on the application of entra Health, Inc. ("Centra"), a Virginia nstock corporation, for the Authority to sue, pursuant to the Virginia Industrial evelopment and Revenue Bond Act, as nended (the "Act"), revenue bonds in an ggregate principal amount not to exceed 275,000,000 (the "Bonds"), in one or ore series, at one or more times, and ırsuant to a common plan of finance, for e purpose of providing funds to make e or more loans to Centra (or its affili- es), the proceeds of which, together with ner available funds, will be used:

(a) to finance (i) the acquisition, con- ruction, developing and equipping of a w structure at Lynchburg General Hospi- ("Lynchburg General") to improve and pand patient capacity, which also in- udes connectivity improvements to link e new structure with the existing facili- s, (ii) the construction of parking areas d related connectivity improvements, (iii) e acquisition, construction, developing d equipping of expansion of and im- ovement to the existing facilities and uctures on the Lynchburg General Cam- s (which is more particularly defined be- w), (iv) sitework and other improvements the Lynchburg General Campus related the foregoing, and (v) construction of utine capital improvements at Lynchburg eneral and related facilities (collectively, e "2021 Project"). The amount of Bonds pected to be issued for the 2021 Project approximately $38,000,000.

(b) to refinance the Authority's Hospital evenue Bonds (Centra Health), Series 14A and Series 2014B (the "Series 14 Bonds"), which financed and refi- nced facilities in the Town of Gretna, rginia, the Town of Farmville, Virginia, e Town of Amherst, Virginia, and the City Lynchburg, Virginia, as more particularly scribed below. The amount of Bonds pected to be issued to refinance the Se- s 2014 Bonds is approximately 72,000,000.

(c) to refinance the Authority's Hospital evenue Bonds (Centra Health), Series 20A and Series 2020B (the "Series 20 Bonds"), which financed and refi- nced facilities in the City of Lynchburg, rginia, as more particularly described be- w. The amount of Bonds expected to be sued to refinance the Series 2020 Bonds approximately $165,000,000.

(d) to finance, if and as needed, nounts required for reserves, working pital, capitalized interest, costs of is- ance and other financing expenses re- ed to the issuance of the Bonds.

The Bonds are expected to be issued qualified 501(c)(3) bonds as defined in ection 145 of the Internal Revenue Code 1986, as amended.

The 2021 Project will be located on or the Lynchburg General Campus, which located at 1901 Tate Springs Drive, and defined to include the buildings and fa- ities related to Lynchburg General and

ated in close proximity to Lynchburg neral, which are located on or near Tate ings Drive or Thomson Drive, with any king facility expected to be located on round the Lynchburg General Campus

Danville Register & Bee

Advertising Affidavit

Account Number
6120740

700 Monument Street
Danville, Virginia 24541
(434) 793-2311

Date
September 02, 2021

MCGUIRE WOODS LLP
800 EAST CANAL STREET
GATEWAY PLAZA
RICHMOND, VA 23219-3916

Date	Category	Description	Ad Size	Total Cost
09/10/2021	Legal Notices	NOTICEOFPUBLICHEARINGBYTHEECONOMICDEVELOPMI	2 x 94 L	796.00

Publisher of the Register & Bee

This is to certify that the attached NOTICEOFPUBLICHEARINGBYTH **was published by the Register & Bee in the City of Danville, State of Virginia, on the following dates:**

08/25, 09/01/2021

The First insertion being given ... 08/25/2021

Newspaper reference: 0001250778

Sworn to and subscribed before me this Thursday, September 2, 2021

Kimberly Kay Harris

Notary Public

Brenda Blume

Billing Representative

State of Virginia
County of Hanover
My Commission expires ______________

Kimberly Kay Harris
NOTARY PUBLIC
Commonwealth of Virginia
Reg. No. 356753
Commission Exp. Jan. 31, 2025

THIS IS NOT A BILL. PLEASE PAY FROM INVOICE. THANK YOU

NOTICE OF PUBLIC HEARING BY THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF LYNCHBURG, VIRGINIA, REGARDING PROPOSED REVENUE BOND FINANCING

Notice is hereby given that the Economic Development Authority of the City of Lynchburg, Virginia (the "Authority") will hold a public hearing on the application of Centra Health, Inc. ("Centra"), a Virginia nonstock corporation, for the Authority to issue, pursuant to the Virginia Industrial Development and Revenue Bond Act, as amended (the "Act"), revenue bonds in an aggregate principal amount not to exceed $275,000,000 (the "Bonds"), in one or more series, at one or more times, and pursuant to a common plan of finance, for the purpose of providing funds to make one or more loans to Centra (or its affiliates), the proceeds of which, together with other available funds, will be used:

(a) to finance (i) the acquisition, construction, developing and equipping of a new structure at Lynchburg General Hospital ("Lynchburg General") to improve and expand patient capacity, which also includes connectivity improvements to link the new structure with the existing facilities, (ii) the construction of parking areas and related connectivity improvements, (iii) the acquisition, construction, developing and equipping of expansion of and improvement to the existing facilities and structures on the Lynchburg General Campus (which is more particularly defined below), (iv) sitework and other improvements on the Lynchburg General Campus related to the foregoing, and (v) construction of routine capital improvements at Lynchburg General and related facilities (collectively, the "2021 Project"). The amount of Bonds expected to be issued for the 2021 Project is approximately $38,000,000.

(b) to refinance the Authority's Hospital Revenue Bonds (Centra Health), Series 2014A and Series 2014B (the "Series 2014 Bonds"), which financed and refinanced facilities in the Town of Gretna, Virginia, the Town of Farmville, Virginia, the Town of Amherst, Virginia, and the City of Lynchburg, Virginia, as more particularly described below. The amount of Bonds expected to be issued to refinance the Series 2014 Bonds is approximately $72,000,000.

(c) to refinance the Authority's Hospital Revenue Bonds (Centra Health), Series 2020A and Series 2020B (the "Series 2020 Bonds"), which financed and refinanced facilities in the City of Lynchburg, Virginia, as more particularly described below. The amount of Bonds expected to be issued to refinance the Series 2020 Bonds is approximately $165,000,000.

(d) to finance, if and as needed, amounts required for reserves, working capital, capitalized interest, costs of issuance and other financing expenses related to the issuance of the Bonds.

The Bonds are expected to be issued as qualified 501(c)(3) bonds as defined in Section 145 of the Internal Revenue Code of 1986, as amended.

The 2021 Project will be located on or at the Lynchburg General Campus, which is located at 1901 Tate Springs Drive, and is defined to include the buildings and facilities related to Lynchburg General and situated in close proximity to Lynchburg General, which are located on or near Tate Springs Drive or Thomson Drive, with any parking facility expected to be located on or around the Lynchburg General Campus or across Tate Springs Road or Hillsdale Road from the existing Lynchburg General Campus. Centra will own and operate all components of the 2021 Project.

The Series 2014 Bonds financed and refinanced facilities located at 291 McBride Lane, Gretna, Virginia, 915 South Main Street, Farmville, Virginia, 139 Ambriar Plaza, Amherst, Virginia, 125 Nationwide Drive, Lynchburg, Virginia, 1901 Tate Springs Drive, Lynchburg, Virginia, and 2399 Atherholt Road, Lynchburg, Virginia. These facilities are owned by Centra or its affiliate Centra Medical Group, LLC ("CMG") and operated by Centra or CMG (or a subsidiary of CMG).

The Series 2020 Bonds financed and refinanced facilities located in and around the Lynchburg General Campus. These facilities are owned and operated by Centra.

As required by the Act, the Bonds will not constitute a debt or pledge of the faith and credit of the Commonwealth of Virginia, or the City of Lynchburg, Virginia. Neither the Commonwealth of Virginia nor any political subdivision thereof, including the Authority, or the City of Lynchburg, Virginia, will be obligated to pay the Bonds, or the interest thereon, or other costs incidental thereto, except from the revenues and monies pledged therefor. Neither the faith and credit nor the taxing power of the Commonwealth of Virginia nor any political subdivision thereof will be pledged to the payment of principal of the Bonds or the interest thereon or other costs incidental thereto.

The public hearing will be held by the Authority as part of the approval process with respect to the issuance of the Bonds. If, following the hearing, the Authority recommends approval of the issuance of the Bonds, a record of the public hearing will be forwarded to the City Council of the City of Lynchburg, which will be asked to approve the issuance of the Bonds.

The public hearing, which may be continued or adjourned, will be held at 8:30

A.M. on Thursday September 9, 2021, before the Authority in the City Council Chambers, 1st Floor, 900 Church Street, Lynchburg, Virginia 24504. Residents of the City of Lynchburg, as well as any other persons interested in the Bonds or the projects to be financed by the Bonds, may attend and present their views or submit written comments prior to the hearing to the Secretary of the Economic Development Authority of the City of Lynchburg Virginia, 900 Church Street, Lynchburg, Virginia 24504. A copy of Centra's application may be inspected at the Authority's offices. The address of the Economic Development Authority of the City of Lynchburg, Virginia is Economic Development Office, City Hall, 2nd Floor, 900 Church Street, Lynchburg, Virginia 24504.

ECONOMIC DEVELOPMENT AUTHORITY OF
THE CITY OF LYNCHBURG, VIRGINIA

Affidavit of Publication

STATE OF VIRGINIA
COUNTY OF PRINCE EDWARD

Betty Ramsey, being duly sworn, says:
That she is Publisher of Farmville Newsmedia, Inc. publisher and printer of the The Farmville Herald (the "Newspaper"), has full knowledge of the facts herein stated as follows:

1. The Newspaper printed the copy of the matter attached hereto (the "Notice") was copied from the columns of the Newspaper and was printed and published in the English language on the following days and dates:

08/25/21, 09/01/21

2. The sum charged by the Newspaper for said publication is the actual lowest classified rate paid by commercial customer for an advertisement of similar size and frequency in the same newspaper in which the Notice was published.

3. There are no agreements between the Newspaper, publisher, manager or printer and the officer or attorney charged with the duty of placing the attached legal advertising notice whereby any advantage, gain or profit accrued to said officer or attorney SIGNED:.

Betty Ramsey

Betty Ramsey, Publisher

Subscribed and sworn to before me this 1st Day of September, 2021

Loretta Lomax

Loretta Lomax, Notary Public
Commonwealth of Virginia
Commission No. 7237388
My commission expires 01-31-2025

LORETTA LOMAX
ELECTRONIC NOTARY PUBLIC
REG # 7237388
MY COMMISSION EXPIRES 01/31/2025
COMMONWEALTH OF VIRGINIA

Account # 236016
Ad # 1297392

MCGUIREWOODS
800 EAST CANAL STREET
RICHMOND VA 23219

PUBLIC NOTICE

NOTICE OF PUBLIC HEARING BY THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF LYNCHBURG, VIRGINIA, REGARDING PROPOSED REVENUE BOND FINANCING

Notice is hereby given that the Economic Development Authority of the City of Lynchburg, Virginia (the "Authority") will hold a public hearing on the application of Centra Health, Inc. ("Centra"), a Virginia nonstock corporation, for the Authority to issue, pursuant to the Virginia Industrial Development and Revenue Bond Act, as amended (the "Act"), revenue bonds in an aggregate principal amount not to exceed $275,000,000 ("Bonds"), in one or more series, at one or more times, and pursuant to a common plan of finance, for the purpose of providing funds to make one or more loans to Centra (or its affiliates), the proceeds of which, together with other available funds, will be used:
(a) to finance (i) the acquisition, construction, developing and equipping of a new structure at Lynchburg General Hospital ("Lynchburg General") to improve and expand patient capacity, which also includes connectivity improvements to link the new structure with the existing facilities, (ii) the construction of parking areas and related connectivity improvements,
(iii) the acquisition, construction, developing and equipping of expansion of and improvement to the existing facilities and structures on the Lynchburg General Campus (which is more particularly defined below), (iv) sitework and other improvements on the Lynchburg General Campus related to the foregoing, and (v) construction of routine capital improvements at Lynchburg General and related facilities (collectively, the "2021 Project"). The amount of Bonds expected to be issued for the 2021 Project is approximately $38,000,000.
(b) to refinance the Authority's Hospital Revenue Bonds (Centra Health), Series 2014A and Series 2014B (the "Series 2014 Bonds"), which financed and refinanced facilities in the Town of Gretna, Virginia, the Town of Farmville, Virginia, the Town of Amherst, Virginia, and the City of Lynchburg, Virginia, as more particularly described below. The amount of Bonds expected to be issued to refinance the Series 2014 Bonds is approximately $72,000,000.
(c) to refinance the Authority's Hospital Revenue Bonds (Centra Health), Series 2020A and Series 2020B (the "Series 2020 Bonds"), which financed and refinanced facilities in the City of Lynchburg, Virginia, as more particularly described below. The amount of Bonds expected to be issued to refinance the Series 2020 Bonds is approximately $165,000,000.
(d) to finance, if and as needed, amounts required for reserves, working capital, capitalized interest, costs of issuance and other financing expenses related to the issuance of the Bonds.
The Bonds are expected to be issued as qualified 501(c)(3) bonds as defined in Section 145 of the Internal Revenue Code of 1986, as amended.
The 2021 Project will be located on or at the Lynchburg General Campus, which is located at 1901 Tate Springs Drive, and is defined to include the buildings and facilities related to Lynchburg General and situated in close proximity to Lynchburg General, which are located on or near Tate Springs Drive or Thomson Drive, with any parking facility expected to be located on or around the Lynchburg General Campus or across Tate Springs Road or Hillsdale Road from the existing Lynchburg General Campus. Centra will own and operate all components of the 2021 Project.
The Series 2014 Bonds financed and refinanced facilities located at 291 McBride Lane, Gretna, Virginia, 915 South Main Street, Farmville, Virginia, 139 Ambriar Plaza, Amherst, Virginia, 125 Nationwide Drive, Lynchburg, Virginia, 1901 Tate Springs Drive, Lynchburg, Virginia, and 2399 Atherholt Road, Lynchburg, Virginia. These facilities are owned by Centra or its affiliate Centra Medical Group, LLC ("CMG") and operated by Centra or CMG (or a subsidiary of CMG).
The Series 2020 Bonds financed and refinanced facilities located in and around the Lynchburg General Campus. These facilities are owned and operated by Centra.
As required by the Act, the Bonds will not constitute a debt or pledge of the faith and credit of the Commonwealth of Virginia, or the City of Lynchburg, Virginia. Neither the Commonwealth of Virginia nor any political subdivision thereof, including the Authority, or the City of Lynchburg, Virginia, will be obligated to pay the Bonds, or the interest thereon, or other costs incidental thereto, except from the revenues and monies pledged therefor. Neither the faith and credit nor the taxing power of the Commonwealth of Virginia nor any political subdivision thereof will be pledged to the payment of principal of the Bonds or the interest thereon or other costs incidental thereto.
The public hearing will be held by the Authority as part of the

approval process with respect to the issuance of the Bonds. If, following the hearing, the Authority recommends approval of the issuance of the Bonds, a record of the public hearing will be forwarded to the City Council of the City of Lynchburg, which will be asked to approve the issuance of the Bonds.

The public hearing, which may be continued or adjourned, will be held at 8:30 A.M. on Thursday September 9, 2021, before the Authority in the City Council Chambers, 1 st Floor, 900 Church Street, Lynchburg, Virginia 24504.

Residents of the City of Lynchburg, as well as any other persons interested in the Bonds or the projects to be financed by the Bonds, may attend and present their views or submit written comments prior to the hearing to the Secretary of the Economic Development Authority of the City of Lynchburg Virginia, 900 Church Street, Lynchburg, Virginia 24504. A copy of Centra's application may be inspected at the Authority's offices. The address of the Economic Development Authority of the City of Lynchburg, Virginia is Economic Development Office, City Hall, 2nd Floor, 900 Church Street, Lynchburg, Virginia 24504.

ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF LYNCHBURG, VIRGINIA

Farmville Herald: Aug. 25 and Sept. 1,2021
BOND FINANCING

EXHIBIT "B" TO CERTIFICATE

SUMMARY OF STATEMENTS

The Chairman declared the public hearing open. Mr. Ted Craddock, counsel for the Authority, reminded the Directors that an application had been made to the Authority by Centra Health, Inc. ("Centra Health") for assistance in the issuance of revenue bonds in an amount not to exceed $275,000,000.

The Chairman asked if there was anyone to speak in favor of the application for Authority financing.

Mr. Douglas Davenport, Chief Financial Officer of Centra Health, Inc., addressed the Authority. Mr. Davenport stated that the purpose of the Bonds was threefold:

1) to finance capital improvements for the Lynchburg General Hospital Campus and other localities in the amount of approximately $38,000,000;
2) to refinance the Authority's Hospital Revenue Bonds (Centra Health) Series 2014A and Series 2014B in the amount of approximately $72,000,000; and,
3) to refinance the Authority's Hospital Revenue Bonds (Centra Health) Series 2020A and Series 2020B in the amount of approximately $165,000,000.

The refinancing would allow Centra Health to have a fixed rate for its outstanding debt for approximately 75% of its total debt, which would leave approximately 25% of the Centra Health debt in variable rate bonds. He stated that converting to fixed rate bonds will assist Centra Health, Inc. in its planning and would reduce its interest cost.

Mr. Davenport introduced to the Directors Amy Carrier, newly elected Chief Executive Officer and President of Centra Health, Inc.

Mr. T. W. Bruno also appeared and confirmed McGuire Woods is Bond Counsel for the project.

The Chairman then asked if anyone wished to speak in opposition to the application. No one appeared or spoke in opposition to the application.

The Chairman declared the public hearing closed.

EXHIBIT "B"

RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF LYNCHBURG, VIRGINIA, PROVIDING INITIAL APPROVAL OF THE ISSUANCE OF UP TO $275,000,000 OF REVENUE BONDS FOR THE BENEFIT OF CENTRA HEALTH, INC.

A. The Economic Development Authority of the City of Lynchburg, Virginia (the "Authority"), is empowered by the Industrial Development and Revenue Bond Act, Chapter 49, Title 15.2, Code of Virginia of 1950, as amended (the "Act"), to borrow money for the purpose of providing funds to finance the acquisition, construction, equipping, expansion, enlargement and improvement of medical facilities in order to provide modern and efficient medical services to the inhabitants of the Commonwealth of Virginia, to refinance medical facilities in order to reduce the costs to residents of the Commonwealth of utilizing such facilities and to issue its revenue bonds for the purpose of carrying out any of its powers.

B. The Authority has received a request from Centra Health, Inc., a Virginia nonstock corporation (the "Organization"), to issue its revenue bonds (the "Bonds"), in one or more series at one time or from time to time, to provide funds to make a loan to the Organization and one or more of its affiliates:

(i) to finance (A) the acquisition, construction, developing and equipping of a new structure at Lynchburg General Hospital ("Lynchburg General") to improve and expand patient capacity, which also includes connectivity improvements to link the new structure with the existing facilities, (B) the construction of parking areas and related connectivity improvements, (C) the acquisition, construction, developing and equipping of expansion of and improvement to the existing facilities and structures on the Lynchburg General Campus (which is more particularly defined below), (D) sitework and other improvements on the Lynchburg General Campus related to the foregoing, and (E) construction of routine capital improvements at Lynchburg General and related facilities (collectively, the "2021 Project").

(ii) to refinance the Authority's Hospital Revenue Bonds (Centra Health), Series 2014A and Series 2014B (the "Series 2014 Bonds"), which financed and refinanced facilities in the Town of Gretna, Virginia, the Town of Farmville, Virginia, the Town of Amherst, Virginia, and the City of Lynchburg, Virginia, as more particularly described below.

(iii) to refinance the Authority's Hospital Revenue Bonds (Centra Health), Series 2020A and Series 2020B (the "Series 2020 Bonds"), which financed and refinanced facilities in the City of Lynchburg, Virginia, as more particularly described below.

(iv) to finance, if and as needed, amounts required for reserves, working capital, capitalized interest, costs of issuance and other financing expenses related to the issuance of the Bonds.

Items (i) through (iv) above are collectively referred to as the "Plan of Finance".

C. Preliminary plans for the Plan of Finance have been described to the Authority and a public hearing has been held as required by Section 147(f) of the Code and Section 15.2-4906 of the Code of Virginia of 1950, as amended; and

EXHIBIT

tabbies

C

D. The Organization has represented that the estimated cost of undertaking the Plan of Finance will require an issue of Bonds, in one or more series at one time or from time to time, in the aggregate principal amount not to exceed $275,000,000.

NOW, THEREFORE, BE IT RESOLVED BY THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF LYNCHBURG, VIRGINIA:

1. It is hereby found and determined that the Plan of Finance will be in the public interest and will promote the commerce, safety, health, welfare, convenience or prosperity of the Commonwealth of Virginia, the City of Lynchburg, Virginia (the "City"), and the Towns of Amherst, Gretna and Farmville, and their citizens and in particular will promote the providing of health care facilities and other facilities in accordance with the Act.

2. The Authority hereby agrees to assist the Organization in undertaking the Plan of Finance by issuing its Bonds, in one or more series at one time or from time to time, in an aggregate principal amount not to exceed $275,000,000 upon terms and conditions mutually agreeable to the Authority and the Organization. The Bonds will be issued pursuant to documents satisfactory to the Authority. The Bonds may be issued in one or more series at one time or from time to time.

3. It having been represented to the Authority that it is necessary to proceed immediately with the Plan of Finance, and the planning therefor, the Authority agrees that the Organization may proceed with the Plan of Finance, enter into contracts for land, construction, materials and equipment for the Plan of Finance, and take such other steps as it may deem appropriate in connection with the Plan of Finance, provided, however, that nothing in this resolution shall be deemed to authorize the Organization to obligate the Authority without its consent in each instance to the payment of any moneys or the performance of any acts in connection with the Plan of Finance. The Authority agrees that the Organization may be reimbursed from the proceeds of the Bonds for all expenditures and costs so incurred by it, provided such expenditures and costs are properly reimbursable under the Act and applicable federal laws.

4. At the request of the Organization, the Authority approves McGuireWoods LLP, Richmond, Virginia, as Bond Counsel in connection with the issuance of the Bonds.

5. The Bonds shall provide that neither the Commonwealth of Virginia nor any political subdivision thereof, including the Authority and the City, shall be obligated to pay the obligations under the Bonds except from the revenues, receipts and payments pledged thereof, and that neither the faith and credit nor the taxing power of the Commonwealth of Virginia or any political subdivision thereof, including the Authority and the City, is pledged to the payment of such obligations.

6. All costs and expenses in connection with the undertaking of the Plan of Finance, including the fees and expenses of Bond Counsel and Authority Counsel, shall be paid by the Organization or, to the extent permitted by applicable law, from the proceeds of the Bonds. If for any reason such bonds are not issued, it is understood that all such expenses shall be paid by the Organization and that the Authority shall have no responsibility therefor.

7. The Authority recommends that the governing body of the City approve the issuance of the Bonds for the purpose of undertaking the Plan of Finance.

8. No Bonds may be issued pursuant to this resolution until such time as the issuance of the Bonds has been approved by the governing body of the City.

9. This resolution shall be effective immediately.

10. The authorizations granted in this resolution shall continue in full force and effect for a period of one year after adoption, unless specifically extended by the Authority.

[Remainder of Page Intentionally Left Blank]

CERTIFICATE

The undersigned Secretary of the Economic Development Authority of the City of Lynchburg, Virginia (the "Authority"), hereby certifies that the foregoing is a true, correct and complete copy of a resolution adopted by a majority of the Directors of the Authority at a meeting duly called and held on September 9, 2021, in accordance with law, and that such resolution has not been repealed, revoked, rescinded or amended but is in full force and effect on the date hereof.

WITNESS the following signature and seal of the Authority as of September 9, 2021.

ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF
SEAL
1967
LYNCHBURG
VIRGINIA

Assistant Secretary, Economic Development
Authority of the City of Lynchburg, Virginia

FISCAL IMPACT STATEMENT
FOR PROPOSED BOND FINANCING

Date: September 9, 2021

To the City Council of the City of Lynchburg, Virginia

Applicant: Centra Health, Inc. (the "Organization")

Facility/ Plan of Finance: Financing and refinancing health care facilities

1.	Maximum amount of financing sought	$275,000,000
2.	Estimated taxable value of the facility's real property to be constructed in the locality.	N/A
3.	Estimated real property tax per year using present tax rates.	N/A
4.	Estimated personal property tax per year using present tax rates.	N/A
5.	Estimated merchants' capital tax per year using present tax rates.	N/A
6.	(a) Estimated dollar value per year of goods that will be purchased from Virginia companies within the locality	$10,000,000 - $15,000,000
	(b) Estimated dollar value per year of goods that will be purchased from non-Virginia companies within the locality	$5,000,000
	(c) Estimated dollar value per year of services that will be purchased from Virginia companies within the locality	$50,000,000- $75,000,000
	(d) Estimated dollar value per year of services that will be purchased from non-Virginia companies within the locality	$15,000,000 - $25,000,000
7.	Estimated number of regular employees on year round basis.	7,400
8.	Average annual salary per employee.	$79,000 (with benefits)

Chair
Economic Development Authority of the
City of Lynchburg, Virginia

At a regular meeting of the City Council of the City of Lynchburg, Virginia, held on September __, 2021, the following Council members were recorded as present:

PRESENT:

On motion by ______________________________, seconded by ______________________________, the attached Resolution was adopted by a majority of the members of the City Council by a roll call vote, the votes being recorded as follows:

MEMBER	VOTE

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LYNCHBURG, VIRGINIA

WHEREAS, the Economic Development Authority of the City of Lynchburg, Virginia (the "Authority") has approved the application of Centra Health, Inc. (the "Organization"), a Virginia nonstock corporation, requesting that the Authority issue up to $275,000,000 of its revenue bonds in one or more series at one time or from time to time (the "Bonds") to provide funds to make a loan to the Organization:

(a) to finance (i) the acquisition, construction, developing and equipping of a new structure at Lynchburg General Hospital ("Lynchburg General") to improve and expand patient capacity, which also includes connectivity improvements to link the new structure with the existing facilities, (ii) the construction of parking areas and related connectivity improvements, (iii) the acquisition, construction, developing and equipping of expansion of and improvement to the existing facilities and structures on the Lynchburg General Campus (which is more particularly defined below), (iv) sitework and other improvements on the Lynchburg General Campus related to the foregoing, and (v) construction of routine capital improvements at Lynchburg General and related facilities (collectively, the "2021 Project");

(b) to refinance the Authority's Hospital Revenue Bonds (Centra Health), Series 2014A and Series 2014B (the "Series 2014 Bonds"), which financed and refinanced facilities in the Town of Gretna, Virginia, the Town of Farmville, Virginia, the Town of Amherst, Virginia, and the City of Lynchburg, Virginia, as more particularly described below;

(c) to refinance the Authority's Hospital Revenue Bonds (Centra Health), Series 2020A and Series 2020B (the "Series 2020 Bonds"), which financed and refinanced facilities in the City of Lynchburg, Virginia, as more particularly described below; and

(d) to finance, if and as needed, amounts required for reserves, working capital, capitalized interest, costs of issuance and other financing expenses related to the issuance of the Bonds;

Items (a) through (d) above are collectively referred to as the "Plan of Finance";

WHEREAS, on September 9, 2021, the Authority held a public hearing regarding the Plan of Finance;

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), provides that the governmental unit having jurisdiction over the issuer of private activity bonds and over the area in which any facility financed with the proceeds of private activity bonds is located must approve the issuance of the bonds and Section 15.2-4906 of the Industrial Development and Revenue Bond Act, Chapter 49, Title 15.2, Code of Virginia of 1950, as amended ("Act") sets forth the procedure for such approval;

WHEREAS, the Authority issues its bonds on behalf of the City of Lynchburg, Virginia (the "City"), some of the facilities to be financed and refinanced with the proceeds of the Bonds are located in the City and the City Council of the City of Lynchburg, Virginia (the "Council"), constitutes the highest elected governmental unit of the City;

WHEREAS, the Authority has recommended that the City approve the Plan of Finance and the issuance of the Bonds; and

WHEREAS, a copy of the Authority's resolution providing initial approval of the issuance of the Bonds, a certificate of the public hearing and a Fiscal Impact Statement have been filed with the Council.

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

1. The Council approves the issuance of the Bonds, in an aggregate principal amount up to $275,000,000, by the Authority for the benefit of the Organization and its affiliates, solely to the extent required by Section 147(f) of the Code and Section 15.2-4906 of the Act, to permit the Authority to assist in accomplishing the Plan of Finance.

2. The approval of the issuance of the Bonds does not constitute an endorsement to a prospective purchaser of the Bonds of the creditworthiness of the Plan of Finance or the Organization. In accordance with Section 15.2-4909 of the Act, the Bonds shall not be deemed to constitute a debt or a pledge of the faith and credit or taxing power of the Commonwealth or any political subdivision thereof, including the Authority and the City. Neither the City nor the Authority shall be obligated to pay the Bonds or the interest thereon or other costs incident thereto except from the revenues and money pledged therefor.

3. This resolution shall take effect immediately upon its adoption.

Adopted by the City Council of the City of Lynchburg, Virginia, on September __, 2021.

____

Clerk
City Council

[SEAL]

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LYNCHBURG, VIRGINIA

WHEREAS, the Economic Development Authority of the City of Lynchburg, Virginia (the "Authority") has approved the application of Centra Health, Inc. (the "Organization"), a Virginia nonstock corporation, requesting that the Authority issue up to $275,000,000 of its revenue bonds in one or more series at one time or from time to time (the "Bonds") to provide funds to make a loan to the Organization:

(a) to finance (i) the acquisition, construction, developing and equipping of a new structure at Lynchburg General Hospital ("Lynchburg General") to improve and expand patient capacity, which also includes connectivity improvements to link the new structure with the existing facilities, (ii) the construction of parking areas and related connectivity improvements, (iii) the acquisition, construction, developing and equipping of expansion of and improvement to the existing facilities and structures on the Lynchburg General Campus (which is more particularly defined below), (iv) sitework and other improvements on the Lynchburg General Campus related to the foregoing, and (v) construction of routine capital improvements at Lynchburg General and related facilities (collectively, the "2021 Project");

(b) to refinance the Authority's Hospital Revenue Bonds (Centra Health), Series 2014A and Series 2014B (the "Series 2014 Bonds"), which financed and refinanced facilities in the Town of Gretna, Virginia, the Town of Farmville, Virginia, the Town of Amherst, Virginia, and the City of Lynchburg, Virginia, as more particularly described below;

(c) to refinance the Authority's Hospital Revenue Bonds (Centra Health), Series 2020A and Series 2020B (the "Series 2020 Bonds"), which financed and refinanced facilities in the City of Lynchburg, Virginia, as more particularly described below; and

(d) to finance, if and as needed, amounts required for reserves, working capital, capitalized interest, costs of issuance and other financing expenses related to the issuance of the Bonds;

Items (a) through (d) above are collectively referred to as the "Plan of Finance";

WHEREAS, on September 9, 2021, the Authority held a public hearing regarding the Plan of Finance;

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), provides that the governmental unit having jurisdiction over the issuer of private activity bonds and over the area in which any facility financed with the proceeds of private activity bonds is located must approve the issuance of the bonds and Section 15.2-4906 of the Industrial Development and Revenue Bond Act, Chapter 49, Title 15.2, Code of Virginia of 1950, as amended ("Act") sets forth the procedure for such approval;

WHEREAS, the Authority issues its bonds on behalf of the City of Lynchburg, Virginia (the "City"), some of the facilities to be financed and refinanced with the proceeds of the Bonds are located in the City and the City Council of the City of Lynchburg, Virginia (the "Council"), constitutes the highest elected governmental unit of the City;

WHEREAS, the Authority has recommended that the City approve the Plan of Finance and the issuance of the Bonds; and

WHEREAS, a copy of the Authority's resolution providing initial approval of the issuance of the Bonds, a certificate of the public hearing and a Fiscal Impact Statement have been filed with the Council.

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

1. The Council approves the issuance of the Bonds, in an aggregate principal amount up to $275,000,000, by the Authority for the benefit of the Organization and its affiliates, solely to the extent required by Section 147(f) of the Code and Section 15.2-4906 of the Act, to permit the Authority to assist in accomplishing the Plan of Finance.

2. The approval of the issuance of the Bonds does not constitute an endorsement to a prospective purchaser of the Bonds of the creditworthiness of the Plan of Finance or the Organization. In accordance with Section 15.2-4909 of the Act, the Bonds shall not be deemed to constitute a debt or a pledge of the faith and credit or taxing power of the Commonwealth or any political subdivision thereof, including the Authority and the City. Neither the City nor the Authority shall be obligated to pay the Bonds or the interest thereon or other costs incident thereto except from the revenues and money pledged therefor.

3. This resolution shall take effect immediately upon its adoption.

Adopted by the City Council of the City of Lynchburg, Virginia, on September 28, 2021.

Alicia L Fitts
Clerk
City Council

[SEAL]

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **September 28, 2021** AGENDA ITEM #: **8**

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

ITEM TITLE: FY 2021 Fourth Quarter and FY 2022 First Quarter Adjustments

RECOMMENDATION: Adopt a resolution amending the FY 2021 Operating and Capital Budgets appropriating funds to reflect the FY 2021 Fourth Quarter Adjustments as listed in Attachment A.

Adopt a resolution amending the FY 2022 Operating and Capital Budgets and appropriating or rescinding funds to reflect the FY 2022 First Quarter Adjustments as listed in Attachment B.

Adopt a resolution that FY 2022 General Fund Non-Departmental Poverty Initiative funds may only be spent upon approval by a majority vote of City Council.

SUMMARY: Fourth Quarter adjustments include adjustments that need to be recorded for the fiscal year end. For FY 2021 adjustments include a correction to the Vehicle Capital Charge, adjust grants to actuals, account for additional revenues received for Children's Services Act Fund services and utilize the Snow and Ice Reserve to refill the salt barns.

First Quarter adjustments include amendments to the FY 2022 Adopted Budget to allow CARES funds to be swapped for public safety payroll to fund facility retrofits, the demolition budget to be replenished, funds carried forward by Fire, Police, Human Resources, Parks and Recreation and the Registrar to fund initiatives not included in the budget, and allow the Sheriff's Office to appropriate additional State funds to provide a bonus approved by the General Assembly. Also included is the June 2000 Council approved Information Technology funds transfer, adjust grants to actuals including the Community Development Block Grant, the appropriation of Forfeited Assets by the Commonwealth's Attorney and the Police Department, additional projects to be completed through the Technology Fund, adjust VDOT funding to actuals, appropriate cell tower funds in the Schools Capital Projects Fund, and appropriate Fleet Services funds to replace equipment.

Additional Poverty Initiative funds were not adopted in FY 2022. However, with the approval to carry forward the remaining balance Council will need to approve the resolution for the funds to only be spent with the majority vote of City Council.

PRIOR ACTION(S): Adoption of the FY 2021 Operating and Capital Budgets: June 23, 2020
First Quarter Adjustments: September 8, 2020
Third Quarter Adjustments: April 13, 2021

Adoption of the FY 2022 Operating and Capital Budgets: June 8, 2021

FISCAL IMPACT: As noted on Attachments A and B.

CONTACT(S): Reid Lanham, Accounting Manager, (434) 455-4231

ATTACHMENT(S): Resolutions; Attachment A: FY 2021 Fourth Quarter Adjustments – Summary and Detail; Attachment B: FY 2022 First Quarter Adjustments – Summary and Detail

REVIEWED BY: raw
112A

RESOLUTION:

BE IT RESOLVED That the FY 2021 Adopted Budget is amended and funds are appropriated to reflect the Fourth Quarter Adjustments in the General, City/Federal/State Aid, Children's Services Act (CSA) as well as the City Capital Projects Fund are amended as reflected in Attachment A.

And, BE IT RESOLVED that the funds shall be used as identified in Attachment A.

Introduced: Adopted:

Certified: ______________________________
Clerk of Council

RESOLUTION:

BE IT RESOLVED That the FY 2022 Adopted Budget is amended and funds are appropriated or rescinded to reflect the First Quarter Adjustments in the General, City/Federal/State Aid, Community Development Block Grant (CDBG), Forfeited Assets, Technology, Fleet as well as the City Capital Projects and Schools Capital Projects Fund as reflected in Attachment B.

And, BE IT RESOLVED that the funds shall be used as identified in Attachment B.

Introduced: Adopted:

Certified: ______________________________
Clerk of Council

RESOLUTION:

BE IT RESOLVED that FY 2022 General Fund Non-Departmental Poverty Initiative funds may only be spent upon approval by a majority vote of City Council.

Adopted:

Certified: ______________________________
Clerk of Council

ATTACHMENT A

FY 2021 Fourth Quarter Adjustment
SUMMARY BY FUND

	Expenditures	Additional Revenues	Use of Unassigned Fund Balance	Transfer or Use of Committed/ Assigned Fund Balance
GENERAL FUND	830,018	175,000	549,451	105,567
CITY/FEDERAL/STATE AID FUND	106,282	106,282	-	-
CHILDREN'S SERVICES ACT (CSA) FUND	315,000	233,005	-	81,995
CITY CAPITAL PROJECTS FUND	175,000	-	-	175,000
TOTALS	**$1,426,300**	**$514,287**	**$549,451**	**$362,562**

Department/Division	Amount	Source of Funding: Additional Revenues	Source of Funding: Use of Unassigned Fund Balance	Source of Funding: Transfer or Use of Committed/ Assigned Fund Balance	Purpose
GENERAL FUND					
Non-Departmental - Vehicle Capital Charge	466,741		466,741		To correct the Vehicle Capital Charge.
TRANSFERS					
Human Services	715		715		*Transfer from General Fund to City/Federal/State Aid Fund* to appropriate additional local match funds for the Safe and Stable Grant.
Human Services Children's Services Act (CSA) Fund Payment	81,995		81,995		*Transfer from General Fund to Children's Service Act (CSA) Fund* to appropriate additional local match funds.
Police	105,567			105,567	*Transfer from General Fund to City/Federal/State Aid Fund* to appropriate additional State revenues for Police recruitment and retention.
Transfer to Public Works - Snow and Ice Removal Operating Budget from City Capital Projects Fund	175,000	175,000			*Transfer funds to Public Works - Snow and Ice Removal Operating Budget from City Capital Projects Fund* to appropriate funds from the Snow, Street, and Bridge Reserve to cover the cost to refill the salt barns after the last snow season.

GENERAL FUND

Additional Revenues	$ 175,000
Amount Funded with Use of Unassigned Year End Fund Balance	549,451
Amount Funded with a Transfer of Use of Committed or Assigned Fund Balance	105,567
GENERAL FUND Appropriation Total	$ 830,018

CITY/FEDERAL/STATE AID FUND

Department/Division	Amount	Additional Revenues	Use of Unassigned Fund Balance	Transfer or Use of Committed/ Assigned Fund Balance	Purpose
Human Services	715	715			*Transfer to City/Federal/State Aid Fund from General Fund* to appropriate additional local match funds for the Safe and Stable Grant.
Police	105,567	105,567			*Transfer to City/Federal/State Aid Fund from General Fund* to appropriate additional State revenues for Police recruitment and retention.

CITY/FEDERAL/STATE AID FUND Total	$ 106,282

CHILDREN'S SERVICES ACT (CSA) FUND

Department/Division	Amount	Additional Revenues	Use of Unassigned Fund Balance	Transfer or Use of Committed/ Assigned Fund Balance	Purpose
Human Services	315,000	233,005		81,995	Appropriate additional revenue for Therapeutic Foster Care for more children receiving additional care and services and for Alternative/Private Day School for students of the Lynchburg City Schools. *Transfer to Children's Service Act (CSA) Fund from General Fund* to appropriate additional local match funds.

CSA FUND Total	$ 315,000

CITY CAPITAL PROJECTS FUND

Department/Division	Amount	Additional Revenues	Use of Unassigned Fund Balance	Transfer or Use of Committed/ Assigned Fund Balance	Purpose
Transfer from City Capital Projects Fund to Public Works - Snow and Ice Removal Operating Budget	175,000			175,000	*Transfer from City Capital Projects Fund to Public Works - Snow and Ice Removal Operating Budget* to appropriate funds from the Snow, Street, and Bridge Reserve to cover the cost to refill the salt barns after the last snow season.

CITY CAPITAL PROJECTS FUND Total	$ 175,000

ATTACHMENT B

FY 2022 First Quarter Adjustment
SUMMARY BY FUND

	Expenditures	Additional Revenues	Use of Unassigned Fund Balance	Transfer or Use of Committed/ Assigned Fund Balance
GENERAL FUND	1,849,538	48,443	1,740,850	60,245
CITY/FEDERAL/STATE AID FUND	251,128	251,128	-	-
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND	10,590	10,590	-	-
FORFEITED ASSETS FUND	13,439	-	-	13,439
TECHNOLOGY FUND	300,895	60,245	-	240,650
CITY CAPITAL PROJECTS FUND	371,420	371,420	-	-
SCHOOLS CAPITAL PROJECTS FUND	10,560	10,560	-	-
FLEET SERVICES FUND	12,265	-	12,265	-
TOTALS	**$2,819,835**	**$752,386**	**$1,753,115**	**$314,334**

Department/Division	Amount	Additional Revenues (Source of Funding)	Use of Unassigned Fund Balance (Source of Funding)	Transfer or Use of Committed/ Assigned Fund Balance (Source of Funding)	Purpose
GENERAL FUND					
Alternate CARES	960,286		960,286		Appropriate remaining funds for facility retrofits (City Hall projects, Fire Station 3 addition).
Community Development	21,997		21,997		Appropriate funds to replenish demolition budget as a result of expenditures for an emergency demolition. Demolition, haul away and landfill fees projected to exceed current budget for demolition funding.
Fire	187,787		187,787		Appropriate remaining funds for a simulated mannequin ($57,787), ultrasound training and devices ($30,000), and turnout gear ($100,000).
Human Resources - Occupational Health	99,413		99,413		Appropriate remaining funds for possible overages due to new hire pre-employment testing and physicals and COVID testing.
Human Resources	14,455		14,455		Appropriate remaining funds allocated for Diversity, Equity, and Inclusion to support City-wide initiatives and move to the City Manager's Office On-Site Training Services budget.
Human Resources - Non-Departmental	19,000		19,000		Appropriate remaining funds for the Citywide Recruitment Initiative.
Human Resources - Non-Departmental	7,308		7,308		Appropriate donated funds for the International Festival.
Parks and Recreation	15,000		15,000		Appropriate remaining funds to purchase a trailer for Naturalist program canoes and kayaks.
Police	42,500		42,500		Appropriate remaining funds for the purchase and training of canines.
Police	13,600		13,600		Appropriate remaining funds for ten (10) BolaWrap devices and cartridges.
Police	165,000		165,000		Appropriate remaining funds to purchase seventy-five (75) patrol rifle systems.
Police	47,000		47,000		Appropriate remaining funds for Stratified Policing - Organizational Implementation.
Police - Range	4,754		4,754		Appropriate remaining funds and revenues received over adopted budget to be used for firing range purposes in FY 2022.
Poverty Initiative	91,454		91,454		Appropriate remaining FY 2021 Poverty Initiative Funds.
Registrar	4,178		4,178		Appropriate remaining funds for the Completion of Deputy Registrar National CERA Renewal Class and General Registrar completion of a workshop is a requirement for graduation towards the National CERA Certification.
Registrar - Electoral Board	4,200		4,200		Appropriate funds to Apply the personnel security management minimum security standard set forth by the State Department of Elections that All employees, third parties, and individual volunteers are to have background checks conducted prior to authorizing access to information systems, sensitive information, and assets.
Sheriff's Office	61,361	48,443	12,918		Appropriate additional revenues to be received in FY 2022 for the Sheriff's Office due to 2021 General Assembly Special Session II Action and FY 2022 Bonus Funding Estimates. State positions are fully reimbursed includes four (4) City funded full-time deputy positions which are not reimbursed.

Department/Division	Amount	Source of Funding: Additional Revenues	Source of Funding: Use of Unassigned Fund Balance	Source of Funding: Transfer or Use of Committed/ Assigned Fund Balance	Purpose
Sheriff's Office	30,000		30,000		Appropriate remaining funds for rent not paid in FY 2021 due to continued contract negotiations with the Blue Ridge Regional Jail.

TRANSFERS

Transfer to Technology Fund from Information Technology General Fund Operating Budget	60,245			60,245	*Transfer from General Fund to Technology Fund* of non-personnel unexpended funds to the Technology Fund per June 2000 Council approved Information Technology Policy.

GENERAL FUND

Additional Revenues	$ 48,443
Amount Funded with Use of Unassigned Year End Fund Balance	1,740,850
Amount Funded with a Transfer of Use of Committed or Assigned Fund Balance	60,245
GENERAL FUND Appropriation Total	$ 1,849,538

CITY/FEDERAL/STATE AID FUND

CARES	14,108	14,108			Appropriate interest earned from investing CARES funds to purchase additional personal protective equipment (PPE).
Circuit Court Clerk	50	50			Appropriate additional funds for donations received for the Local Drug Court program.
Community Corrections and Pre-Trial Services	269,303	269,303			Appropriate additional funds received for the continuation of expansion of services to Amherst County ($242,778) which includes three full-time Pre-Trial/Probation Officer positions as well as $26,525 to cover the 5% salary increase for employees. The total grant award for FY 2022 is $783,537, only $514,234 was adopted for FY 2022; this will true-up the grant.
Economic Development	(43,662)	(43,662)			*Transfer to City/Federal State Aid Fund from General Fund Operating Fund* to rescind a portion of the budgeted amount compared to collected from a percentage of Amusement Tax in the Arts and Cultural District that relates to the Arts Grant true up FY 2021.
Fire	(4,532)	(4,532)			True-up the EMS 4-for-Life FY 2021 funding allocation.
Fire	15,861	15,861			True-up the Fire Funding Entitlement FY 2021 funding allocation.

CITY/FEDERAL/STATE AID FUND Total	$ 251,128

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND

Community Development	10,590	10,590			Appropriate additional federal entitlement funds received for FY 2022.

CDBG FUND Total	$ 10,590

Department/Division	Amount	Source of Funding: Additional Revenues	Source of Funding: Use of Unassigned Fund Balance	Source of Funding: Transfer or Use of Committed/ Assigned Fund Balance	Purpose
FORFEITED ASSETS FUND					
Commonwealth's Attorney Office	11,083			11,083	Appropriate Asset Forfeiture revenues received.
Police Department	2,356			2,356	Appropriate Asset Forfeiture revenues received.
FORFEITED ASSETS FUND Total			$ 13,439		
TECHNOLOGY FUND					
Information Technology	50,000			50,000	Appropriate funds for Personal Property revenue billing system PCI/RBS upgrade.
Information Technology	139,650			139,650	Appropriate funds to support further implementation of Cherwell modules (IT service management system).
Information Technology	12,000			12,000	Appropriate funds for eTrakiT program replacement (used by Community Development for online permits/inspections/projects); end of life.
Information Technology	19,000			19,000	Appropriate funds for Office 365 step-up licenses (quantity 517: from P1 to G1 level, which is required for Teams usage).
Information Technology	20,000			20,000	Appropriate funds for replacement audio/visual system in the large conference room at the IT building.
Information Technology	60,245	60,245			*Transfer from General Fund to Technology Fund* of non-personnel unexpended funds to the Technology Fund per June 2000 Council approved Information Technology Policy.
TECHNOLOGY FUND Total			$ 300,895		
CITY CAPITAL PROJECTS FUND					
Public Works - Engineering	(150,102)	(150,102)			Rescind unused State of Good Repair appropriations for the State of Good Repair 2020 Memorial Avenue Paving project.
Public Works - Engineering	(149,014)	(149,014)			Rescind unused State of Good Repair appropriations for the State of Good Repair 2020 Rivermont Avenue Paving project.
Public Works - Engineering	381,282	381,282			Appropriate additional Federal funds awarded by VDOT for the Pedestrian Improvements-Old Forest Road project.
Public Works - Engineering	289,254	289,254			Appropriate additional Federal funds awarded by VDOT for the Nationwide Roundabout & Pedestrian Improvements project.
CITY CAPITAL PROJECTS FUND Total			$ 371,420		
SCHOOLS CAPITAL PROJECTS FUND					
Schools	10,560	10,560			Appropriate funds received from the Rooftop Lease agreement for a cell tower on top of Dunbar Middle School.
SCHOOLS CAPITAL PROJECTS FUND Total			$ 10,560		
FLEET SERVICES FUND					
Fleet Services	12,265		12,265		Appropriate remaining funds to purchase an air conditioning machine that will service the new type of freon used in vehicles and to replace an aging cooling unit in the shop.
FLEET SERVICES FUND Total			$ 12,265		

RESOLUTION: #R-21-074

BE IT RESOLVED that FY 2022 General Fund Non-Departmental Poverty Initiative funds may only be spent upon approval by a majority vote of City Council.

Adopted: September 28, 2021

Certified: Alicia L. Finney
Clerk of Council