

FINANCE COMMITTEE NOTES
Tuesday, April 28, 2015

GENERAL BUSINESS

Meeting commenced at 11:30 a.m.

ATTENDEES

Committee Members: Councilmember Jeff S. Helgeson, Chairman; Councilmember Randy Nelson; Mayor Michael A. Gillette, Ex-Officio

Others: Kim Payne, City Manager; Bonnie Svrcek, Deputy City Manager; Donna Witt, Director of Financial Services; Rhonda Allbeck, Assistant Director of Financial Services; Megan Palmer, Assistant to the Director of Financial Services

Absent: Councilmember Treney Tweedy was unable to attend.

1. Report on the General Fund Reserve for Contingencies

Donna reported two new items; the anticipated carryforward to FY 2016 Reserve for Contingencies – Proposed FY 2016 Budget of \$584,083 and Third Quarter Adjustments of \$82,889; leaving a balance of \$400,645.

2. Consider a request to approve the submittal of a grant application to the Virginia Office of Emergency Medical Services – Rescue Squad Assistance Fund (RSAF) for \$67,424 with resources of \$53,939 from the RSAF grant and \$13,485 from the FY 2016 General Fund Fire Department budget to purchase one (1) Physio LifePak 15 cardiac monitor/defibrillator, one (1) Lucas 2 chest compression device, one (1) Panasonic H2 reporting tablet, and one (1) Stryker Power Pro XT stretcher for the Fire Department.

Approval was granted to the Fire Department to apply for the grant.

3. Consider a request to approve the submittal of an application for 2015 Byrne/Justice Assistance Crisis Intervention Team (CIT) Grant funding in the amount of \$33,588 to continue the regional Crisis Intervention Team Program for its fourth (and final grant funded) year. Participating in the fourth year of this grant program is recommended to keep the City in a favorable position to receive additional federal grant funding related to Mental Health Assessment Center support and CIT Program expansion support.

Approval was granted to the Police Department to apply for the grant.

4. Consider a request to approve the submittal of an application for the FY16 DMV Highway Safety Grant – DUI Enforcement for \$45,027; an in-kind service and equipment match of \$22,514 is required.

Approval was granted to the Police Department to apply for the grant.

5. Consider a request to approve the submittal of an application for the FY16 DMV Highway Safety Grant – Speed Enforcement for \$13,500; an in-kind service and equipment match of \$6,750 will be required.

Approval was granted to the Police Department to apply for the grant.

6. Consider a request to adopt a resolution to amend the FY 2015 City/Federal/State Aid Fund budget and appropriate \$98,618 with resources from the U.S. Department of Housing and Urban Development (HUD) to provide at least 10 units of tenant-based rental assistance and associated case management services.

This item will be taken to full Council for consideration this evening.

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

Donna Witt reported that February was an unusual month due to weather. Sales and Use Tax was behind budget projections due to retail stores being closed because of heavy snow. Consumer Utility Tax is above budget projections due to colder weather. Communications Sales and Use Tax had the most collected in months and is above budget projections for the month. Overall, Meals Tax is above budget projections; the amount is not as large an increase due to the snow impact. Overall, Lodging Tax is slightly ahead of budget projections; there is less occupancy but higher room rates are accounting for the difference.

8. Roll Call

Meeting adjourned at 11:53 a.m.

The next Finance Committee meeting is Tuesday, May 26, 2015, at 11:30 a.m.