

**FINANCE COMMITTEE NOTES-- FINAL**  
**Tuesday, January 22, 2019**

**GENERAL BUSINESS**

*Meeting commenced at 11:30 a.m.*

**ATTENDEES**

**Committee Members:** Council Member Jeff S. Helgeson, Chair; Council Member Randy Nelson; Council Member Beau Wright; Mayor Treney Tweedy, Ex-Officio.

**Others:** Bonnie Svrcek, City Manager; Reid Wodicka, Deputy City Manager; Donna Witt, Chief Financial Officer; Rhonda Allbeck, Assistant Director of Financial Services; Starlette Early, Budget Analyst

1. Approval of the Draft Finance Committee Meeting Notes from December 11, 2018.

*The meeting notes from December 11, 2018 were approved as submitted.*

2. Report on the General Fund Reserve for Contingencies.

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

3. Consider a request to adopt a resolution to amend the FY 2019 City/Federal/State Aid Fund budget and appropriate \$87,019 with resources from the 2018 State Homeland Security Program (SHSP) grant from U.S. Department of Homeland Security (DHS) to fund equipment and training for the Fire Department Technical Rescue Team.

*The Committee approved this item and is scheduled to be considered by full Council at their January 22, 2018 meeting.*

4. Consider a request to adopt a resolution to amend the FY 2019 City/Federal/State Aid Fund budget and appropriate \$53,136 with resources of \$26,568 from the Virginia Office of Emergency Medical Services – Rescue Squad Assistance Fund (RSAF) and \$26,568 appropriated from the FY 2019 Fire Department’s budget to purchase (1) Power Pro stretcher and (1) LifePak 15 for the Fire Department.

*The Committee approved this item and is scheduled to be considered by full Council at their January 22, 2018 meeting.*

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

*Donna Witt reported on the status of five revenues received for the month ending November 2018: Sales and Use Tax revenue is above budget, with a large receipt in July 2018 being audited; Consumer Utility Tax- Electric revenue is over budget amount; Communications Sales and Use Tax is tracking just under budget and continues to decrease year over year; Meals Tax revenue is trending flat with budget; Lodging Tax revenue is slightly above the conservative budget projection.*

6. Roll Call

*There were no items for roll call.*

Meeting adjourned at 11:42 a.m.

DRAFT