

FINANCE COMMITTEE NOTES-- FINAL
Tuesday, August 13, 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; John H. Hughes, IV, Assistant City Manager; Donna Witt, Chief Financial Officer; Rhonda Allbeck, Assistant Director of Financial Services; Starlette Early, Budget Analyst

1. Approval of the Draft Finance Committee Meeting Notes from May 28, 2019.

The meeting notes from May 28, 2019 were approved as submitted.

2. Report on the General Fund Reserve for Contingencies.

Donna Witt noted the report reflects a new fiscal year. There have been no requests, leaving a full balance of \$1.2 million in the FY 2020 Reserve for Contingencies.

3. Consider a request to adopt a resolution to amend the FY 2019 City/Federal/State Aid Fund budget to appropriate \$21,293 with resources from the Virginia Wireless E-911 Services Board FY19 Public Safety Answering Point (PSAP) Grant Program which will be used to replace aging computer equipment for 12 Computer Aided Dispatch (CAD) workstations.

The Committee approved this item and is scheduled to be considered by full Council at their August 13, 2019 meeting.

4. Consider a request to adopt a resolution to amend the FY 2020 City/Federal/State Aid Fund budget and appropriate \$15,213 with resources from a grant from the Library of Virginia to preserve Deed Book JJ, 1884, Marriage Bonds A – L, 1835 – 1840, and Marriage Bonds J – Z, 1825 – 1834 at the Lynchburg Circuit Court Clerk's Office.

The Committee approved this item and is scheduled to be considered by full Council at their August 13, 2019 meeting.

5. Consider a request to adopt a resolution to amend the FY 2020 City/Federal/State Aid Fund budget and appropriate \$103,920 with resources of \$51,960 from the Virginia Office of Emergency Medical Services – Rescue Squad Assistance Fund (RSAF) and \$47,297 from the FY 2020 General Fund Fire Department budget and \$4,663 from the General Fund Fire Equipment Assigned Fund Balance to purchase (3) LifePak 15 cardiac monitors for the Fire Department.

The Committee approved this item and is scheduled to be considered by full Council at their August 13, 2019 meeting.

6. Approve the submittal of a grant application to the U.S. Department of Homeland Security (DHS) - 2019 State Homeland Security Program (SHSP) for \$44,550 to fund equipment for the Fire Department Hazardous Materials Team.

The Committee approved this item.

7. Approve the submittal of a grant application in the amount of \$400,000, for a Virginia Department of Conservation & Recreation, 2019 Recreational Trails Grant to replace one bridge and rehabilitate approximately two (2) miles of destroyed and severely eroded trail within the James River Heritage Trail System.

The Committee approved this item.

8. Support the application for the Temporary Assistance to Needy Families (TANF) Employment Advancement for TANF Participants Grant (#BEN-19-113) managed by the Virginia Department of Social Services (VDSS) for the estimated amount of \$322,939 to further advance work associated with poverty-reduction initiatives within the City of Lynchburg.

The Committee approved this item.

9. 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 May 2019. She noted revenues overall were strong in May due to several area graduations. Sales and Use Tax revenue is \$700,000 above budget. Consumer Utility Tax- Electric is almost \$100,000 more compared to the Adopted Budget; however, is less than received in FY 2018. Communications Sales & Use Tax continues to decline as expected. Meals Tax is above overall budgeted by \$182,000 and Lodging Tax is up \$147,000 from Adopted Budget.

10. Roll Call

There were no items for roll call.

Meeting adjourned at 11:58 a.m.