

FINANCE COMMITTEE AGENDA
Tuesday, February 23, 2016
11:30 a.m.

GENERAL BUSINESS

11:30 a.m.

1. Report on the General Fund Reserve for Contingencies

Contact: Donna Witt, Director of Financial Services 455-3968

11:35 a.m.

2. Approve the submittal of a grant application to the Department of Homeland Security Federal Emergency Management Agency's (DHS/FEMA) National Preparedness Directorate's FY 2015 Assistance to Firefighters Grant (AFG) in the Operations and Safety category for \$281,649 with resources of \$253,484 from the AFG FY 2015 fund; \$111,845 from the FY 2017 Major Building Repairs- Capital Projects Fund; and \$8,165 from City/Federal/State Aid Fund (Fire Programs Aid to Localities entitlement funds) to fund two station generators and replacement fire hose for the Fire Department.

Contact: Fire Chief Steven B. Ferguson 455-6340

11:40 a.m.

3. Adopt a resolution to amend the FY 2016 Adopted Budget and appropriate \$84,071 from the General Fund Reserve for Contingencies to purchase and install equipment to display and capture into evidence any visual displays of evidence presented to the Circuit Court.

Contact: Eugene Wingfield, Circuit Court Clerk 455-2611

11:45 a.m.

4. Consider a request to adopt a resolution to amend the FY 2016 City/Federal/State Aid Fund budget and appropriate \$22,680 with resources from a grant from the Library of Virginia to preserve eighty-four (84) Deed books numbered 298 through 382 with records dated July 1955 through December 1963 at the Lynchburg Circuit Court Clerk's Office.

Contact: Eugene Wingfield, Circuit Court Clerk 455-2611

11:50 a.m.

5. Adopt a resolution to amend the FY 2016 City/Federal/State Aid Fund budget and appropriate \$8,712 with resources of \$7,841 from the Juvenile Accountability Block Grant, Department of Criminal Justice Services, and \$871 from the Department of Human Services/Juvenile Services Division to fund the upgrade of cameras to a digital system at the Detention Center.

Contact: Tamara Rosser, Director of Human Services 455-5794

11:55 a.m.

6. Review highlights of attached quarterly financial reports for the Regional Airport, Lynchburg Regional Juvenile Detention Center, Children’s Services Act, Water Operating, Sewer Operating, Stormwater Operating, and General Funds for the quarter ending December 31, 2015.

Fund	Preparer
GLTC	Will be reported at March Meeting
Regional Airport Fund	Mark Courtney, Airport Manager
Lynchburg Regional Juvenile Detention Center	Tamara Rosser, Director of Human Services
Children’s Services Act Fund	Tamara Rosser, Director of Human Services
Water Operating Fund	Tim Mitchell, Director of Water Resources
Sewer Operating Fund	Tim Mitchell, Director of Water Resources
Stormwater Operating Fund	Tim Mitchell, Director of Water Resources
Water, Sewer, and Stormwater Financial Policies Review	Tim Mitchell, Director of Water Resources John Rosser, Department of Water Resources
General Fund	Donna Witt, Director of Financial Services
General Fund Financial Policies Review	Donna Witt, Director of Financial Services

12:40 p.m.

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

Contact: Donna Witt, Director of Financial Services

455-3968

12:45 p.m.

8. Roll Call

The next Finance Committee meeting is Tuesday, March 22, 2016, at 11:30 a.m.

FY 2016 GENERAL FUND RESERVE FOR CONTINGENCIES

	<u>Reserve for Contingencies</u>	<u>City Manager's Discretionary Funding</u>
BEGINNING BALANCE, JULY 1, 2015	\$565,917	\$50,000
Carryforward to FY 2016 Reserve for Contingencies - 05/26/15 Council Meeting	584,083	
BALANCE	<u>\$1,150,000</u>	<u>\$50,000</u>
APPROPRIATIONS (Second Reading)		
Body-Worn Camera Pilot Implementation Program - 11/10/15 Council Meeting	(\$103,818)	
TOTAL APPROPRIATIONS	<u>(\$103,818)</u>	<u>\$0</u>
REMAINING BALANCE	<u>\$1,046,182</u>	<u>\$50,000</u>
ITEMS INTRODUCED		
Technology-related Equipment for Circuit Court - 03/08/16 Council Meeting	(\$84,071)	
TOTAL INTRODUCED ITEMS	<u>(\$84,071)</u>	<u>\$0</u>
REMAINING BALANCE	<u>\$962,111</u>	<u>\$50,000</u>
PENDING ITEMS		
TOTAL PENDING ITEMS	<u>\$0</u>	<u>\$0</u>
PROJECTED BALANCE	<u>\$962,111</u>	<u>\$50,000</u>

FINANCE COMMITTEE

Agenda Item Summary

MEETING DATE: **February 23, 2016**

AGENDA ITEM NO.: **2**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION: **X**

ITEM TITLE: Department of Homeland Security Federal Emergency Management Agency's National Preparedness Directorate's Assistance to Firefighters grant application for station generators and replacement fire hose

RECOMMENDATION: Approve the submittal of a grant application to the Department of Homeland Security Federal Emergency Management Agency's (DHS/FEMA) National Preparedness Directorate's FY 2015 Assistance to Firefighters Grant (AFG) in the Operations and Safety category for \$281,649 with resources of \$253,484 from the AFG FY 2015 fund; \$111,845 from the FY 2017 Major Building Repairs- Capital Projects Fund; and \$8,165 from City/Federal/State Aid Fund (Fire Programs Aid to Localities entitlement funds) to fund two station generators and replacement fire hose for the Fire Department.

SUMMARY: DHS/FEMA awards grant funding through the Assistance to Firefighters Grant (AFG) program with the primary goal of meeting the firefighting and emergency response needs of fire departments and other agencies by assisting with the purchase of critically needed equipment, protective gear, emergency vehicles, training, and other resources needed to protect the public and emergency personnel from fire and related hazards.

As a result of the after-action review from the 2012 Derecho weather event, installation of fixed generators at all fire stations was identified as a priority. Generators have been purchased through the City's Capital Improvement Program budget over the last few years. Generators for Station 2 on Grace Street and Station 4 on Birch Street were next on the list. The total cost for both generators is \$291,845; however, AFG only allows \$100,000 of the total project cost for any individual station. Therefore, if awarded, the local cost would be ten percent (10%) of the \$200,000 (\$20,000) plus the additional \$91,845 for a total of \$111,845.

The department is also requesting funding for replacement fire hose. The sections of hose are 15 to 18 years old and are very worn, which increases the risk of failure during fire operations. The total cost for the replacement fire hose is \$81,649. The ten percent (10%) match of \$8,165 is available in the City/Federal/State Aid Fund budget for Fire Programs.

The grant provides ninety percent (90%) of the approved funding; ten percent (10%) of the total project cost must be provided by the submitting agency. The department is requesting the ten percent (10%) match of \$20,000 plus the additional cost of \$91,845 for the two station generators be funded from the FY 2017 Major Building Repairs- Capital Projects Fund for a total of \$111,845. The ten percent (10%) match of \$8,165 for the fire hose is available in the City/Federal/State Aid Fund budget for Fire Programs.

PRIOR ACTION(S): None

FISCAL IMPACT: \$111,845 is requested from the FY 2017 Major Building Repairs- Capital Projects Fund; \$8,165 is available in the City/Federal/State Aid fund budget for Fire Programs. Future funds will be needed for periodic maintenance of the equipment.

CONTACT(S): Fire Chief Steven B. Ferguson, 455-6340; Deputy Chief Greg Wormser, 455-6345; Ellen Davidson-Martin, Fire Administrative Manager, 455-6368

ATTACHMENT(S): None

REVIEWED BY:

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **March 8, 2016**

AGENDA ITEM NO.: **3**

CONSENT:

REGULAR: **X**

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION: **X**

INFORMATION:

ITEM TITLE: **Procurement of Technology-related Equipment for Circuit Court**

RECOMMENDATION: Adopt a resolution to amend the FY 2016 Adopted Budget and appropriate \$84,071 from the General Fund Reserve for Contingencies to purchase and install equipment to display and capture into evidence any visual displays of evidence presented to the Circuit Court.

SUMMARY: The Circuit Court Judges (Judge F. Patrick Yeatts and Judge R. Edwin Burnette, Jr.) as well as the Clerk of the Circuit Court (Eugene Wingfield) are requesting funds for the purchase and installation of Multimedia Podiums and Presentation Stations, 80" large format monitors and associated hardware for Courtrooms A and B. Such equipment will allow any form of video, including video captured on Police body worn cameras in the future, to be properly displayed and captured during Court proceedings. The preferred equipment is estimated to cost \$76,571 with costs of wiring and installation estimated at \$7,500 for a total estimated cost of \$84,071.

Currently, outdated equipment is used and is not compatible with most formats used by the Commonwealth's Attorney office, private attorneys, and public defenders.

PRIOR ACTION(S): Finance Committee – February 23, 2016

FISCAL IMPACT: \$84,071 from the General Fund Reserve for Contingencies

CONTACT(S):

Eugene Wingfield, Clerk of Circuit Court, 455-2611

Bonnie Svrcek, Deputy City Manager, 455-3987

ATTACHMENT(S): Resolution

REVIEWED BY:

RESOLUTION:

BE IT RESOLVED that the FY 2016 Adopted Budget is amended and \$84,071 from the General Fund Reserve for Contingencies Fund is appropriated to purchase and install equipment to display and capture into evidence any visual displays of evidence presented to the Circuit Court.

Introduced:

Adopted:

Certified:

Clerk of Council

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **March 8, 2016**

AGENDA ITEM NO.: **4**

CONSENT:

REGULAR: X

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION:

ITEM TITLE: **Grant to Preserve Deed books 298 – 382 at the Circuit Court Clerk's Office**

RECOMMENDATION: Adopt a resolution to amend the FY 2016 City/Federal/State Aid Fund budget and appropriate \$22,680 with resources from a grant from the Library of Virginia to preserve eighty-four (84) Deed books numbered 298 through 382 with records dated July 1955 through December 1963 at the Lynchburg Circuit Court Clerk's Office.

SUMMARY: Twice annually the Library of Virginia allows Circuit Court Clerks' Offices to submit applications for grant funding. Staff submitted a grant application to The Library of Virginia to preserve records held at the Circuit Court Clerk's Office. The grant funding of \$22,680 will allow eighty-four (84) Deed books numbered 298 through 382 with records dating from July 1955 to December 1963 to be reformatted and preserved.

No local match is required of this grant.

PRIOR ACTION(S): Finance Committee, February 23, 2016

FISCAL IMPACT: None – no local match is required.

CONTACT(S): Eugene Wingfield, Circuit Court Clerk, 455-2611

ATTACHMENT(S): Resolution

REVIEWED BY:

RESOLUTION:

BE IT RESOLVED that the FY 2016 City/Federal/State Aid Fund budget is amended and \$22,680 is appropriated with resources from a grant from the Library of Virginia to preserve eighty-four (84) Deed books numbered 298 through 382 with records dated July 1955 through December 1963 at the Lynchburg Circuit Court Clerk's Office.

Introduced:

Adopted:

Certified:

Clerk of Council

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **March 8, 2016**

AGENDA ITEM NO.: **5**

CONSENT: REGULAR: **X**

WORK SESSION:

CLOSED SESSION:
(Confidential)

ACTION: **X**

INFORMATION:

ITEM TITLE: **Juvenile Accountability Block Grant**

RECOMMENDATION: Adopt a resolution to amend the FY 2016 City/Federal/State Aid Fund budget and appropriate \$8,712 with resources of \$7,841 from the Juvenile Accountability Block Grant, Department of Criminal Justice Services, and \$871 from the Department of Human Services/Juvenile Services Division to fund the upgrade of cameras to a digital system at the Detention Center.

SUMMARY: The Department of Criminal Justice Services (DCJS) has awarded the City of Lynchburg funds through the Juvenile Accountability Block Grant (JABG) to assist with programs, services and operations at the Lynchburg Regional Juvenile Detention Center. The JABG Program supports states and local units of government in their efforts to strengthen the juvenile justice system by implementing accountability-based programs that focus on both the offender and the juvenile justice system. These funds will be used to upgrade the cameras at the Detention Center to a digital system, which will enhance supervision and strengthen our compliance with the Prison Rape Elimination Act (PREA). The purpose of PREA is to reduce and/or minimize the likelihood of any types of abuse within a correctional facility.

PRIOR ACTION(S): Finance Committee – February 23, 2016

FISCAL IMPACT: 10% local match, \$871 (Department of Human Services/Juvenile Services Division)

CONTACT(S): Tamara Rosser, Director of Human Services, 455-5794

ATTACHMENT(S): Resolution

REVIEWED BY:

RESOLUTION:

BE IT RESOLVED that the FY 2016 City/Federal/State Aid Fund budget is amended and \$8,712 is appropriated with resources of \$7,841 from the Juvenile Accountability Block Grant, Department of Criminal Justice Services and \$871 from the Department of Human Services/Juvenile Services to fund the upgrade of cameras to a digital system at the Detention Center.

Introduced:

Adopted:

Certified:

Clerk of Council



Lynchburg Regional Airport

350 Terminal Drive, Lynchburg, Virginia 24502 • (434) 455-6090 • Fax (434) 239-9027



February 12, 2016

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: December 31, 2015 – Quarterly Financial Summary - Lynchburg Regional Airport

REGIONAL AIRPORT FUND

The attached Lynchburg Regional Airport Operating Fund Financial Summary reflects the financial activity for this Fund for the FY 2016 second quarter ending December 31, 2015. I am pleased to report that primarily because of several new leases/tenants, revenue will be more than budgeted. The Airport is expected to remain self-sufficient for the foreseeable future and will not require a subsidy this fiscal year.

REVENUE HIGHLIGHTS

- Terminal Revenue: Revenue is projected to be \$40,000 more than budget due to continued modest growth in both parking and rental car concession revenue.
- General Aviation: Revenue is projected to be \$56,000 more than budget largely due to recently renegotiated leases and new revenue from aircraft parking fees.
- Other Leased Property: Revenue is projected to be \$55,900 more than budget due to new leases with Centra Health, Bon Air Brokerage, Liberty University and Verizon Wireless for use of airport property.
- General Fund Subsidy: As previously mentioned, the budgeted operating subsidy from the City is \$0.00 and no subsidy will be necessary this year.

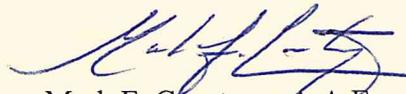
EXPENSE HIGHLIGHTS

- No material variances from budget are projected at this time

SUMMARY

Non-recurring maintenance expenses will likely exceed their budget later this year (but are largely reimbursed by state aviation entitlement funds) and will be addressed in the third-quarter budget review. Based on consistent air service levels, competitive airfares, and anticipated passenger demand combined with decreasing debt service, the airport is projecting no need for a subsidy this fiscal year or next.

Respectfully submitted,



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

cc: L. Kimball Payne III, City Manager
Bonnie Svrcek, Deputy City Manager
Donna Witt, Director of Financial Services
Wesley Campbell, Airport Finance Manager

LYNCHBURG REGIONAL AIRPORT
 OPERATING FUND FINANCIAL SUMMARY
 December 31, 2015

	FY 2015 Amended Budget	FY 2015 Actual (thru 12/31/14)	FY 2015 % of Budget	*	FY 2016 Amended Budget	FY 2016 Actual (thru 12/31/15)	FY 2016 % of Budget	*	FY 2016 Amended Budget	FY 2016 Revised Estimates	FY 2016 \$ Variance Actual vs. Amended Budget
BEGINNING NET ASSETS	\$ 624,002	\$ 33,493,201		*	\$ 250,000	\$ 35,404,183 (1)		*	\$ 250,000	\$ 35,404,183 (1)	
Less: Invested in Capital Assets, net of related debt		(32,479,365)		*		(35,598,373)		*		(35,598,373)	
Less: GASB68 Prior Period Adjustment-Pension Accrual		(1,198,180)		*				*			
BEGINNING UNRESTRICTED NET ASSETS	\$ 624,002	\$ (184,344)		*	\$ 250,000	\$ (194,190)		*	\$ 250,000	\$ (194,190)	\$ -
USE OF ENCUMBRANCES CARRIED FORWARD	\$ 155,771			*	\$ 131,471			*	\$ 131,471		
BOND REFUNDING PROCEEDS	\$ 1,827	\$ -		*	\$ -	\$ -		*	\$ -	\$ -	
USE OF RESERVES - DEBT SERVICE	\$ 46,075	\$ -		*	\$ 45,403	\$ -		*	\$ 45,403	\$ -	
REVENUES				*				*			
Airfield	97,000	51,032	53%	*	99,000	47,806	48%	*	99,000	99,000	0
Terminal	1,372,327	756,321	55%	*	1,415,827	780,694	55%	*	1,415,827	1,455,827	40,000
General Aviation	399,000	231,919	58%	*	421,500	248,600	59%	*	421,500	477,500	56,000
Other Leased Property	204,400	118,742	58%	*	210,900	139,041	66%	*	210,900	266,800	55,900
State Airport Aid	375,000	0	0%	*	108,750	3,794	3%	*	108,750	108,750	0
Federal Security Aid	107,500	26,020	24%	*	107,500	35,625	33%	*	107,500	107,500	0
General Fund Subsidy	100,000	57,600	58%	*	0	0	100%	*	0	0	(0)
Interest & Other	19,500	16,792	86%	*	22,000	13,262	60%	*	22,000	22,000	0
	\$ 2,674,727	\$ 1,258,427		*	\$ 2,385,477	\$ 1,268,823		*	\$ 2,385,477	\$ 2,537,377	\$ 151,900
EXPENSES				*				*			
Airfield Operations	309,743	146,713	47%	*	304,278	149,426	49%	*	304,278	304,278	0
Terminal Operations	565,574	258,904	46%	*	555,562	258,754	47%	*	555,562	555,562	0
General Aviation	119,267	56,900	48%	*	123,335	57,431	47%	*	123,335	123,335	0
Administration	684,487	337,319	49%	*	695,553	304,922	44%	*	695,553	695,553	0
Safety (ARFF & LEO)	414,659	183,627	44%	*	414,028	182,894	44%	*	414,028	414,028	0
Snow Removal	40,489	26,243	65%	*	19,930	5,822	29%	*	19,930	19,930	0
Debt Service	181,256	63,866	35%	*	140,414	49,491	35%	*	140,414	140,414	0
Non-Recurring Airport Expenses	477,367	197,960	41%	*	237,302	165,917	70%	*	237,302	237,302	0
Transfers to Other Airport Funds	14,024	0	0%	*	20,000	0	0%	*	20,000	20,000	0
Other Airport Expenses	64,064	16,345	26%	*	51,949	18,467	36%	*	51,949	51,949	0
	\$ 2,870,931	\$ 1,287,878		*	\$ 2,562,351	\$ 1,193,124		*	\$ 2,562,351	\$ 2,562,351	\$ -
ENDING UNRESTRICTED NET ASSETS	\$ 631,471	\$ (213,795)		*	\$ 250,000	\$ (118,491)		*	\$ 250,000	\$ (219,165) (2)	

FOOTNOTES:

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

Total Net Assets per CAFR 6/30/15	\$ 37,077,768
Less: Net Assets in Capital & PFC Funds	\$ (1,673,585)
Total Beginning Net Assets	\$ 35,404,183

2) FY 2016 estimated Ending Unrestricted Net Assets is comprised of the following:

Des. for Debt Service (Rental Car Facility)	\$ 67,167	(\$112,395 + \$175 interest - \$45,403 reserve = \$67,167 est)
Des. for Maintenance (Rental Car Facility)	\$ 75,047	(\$75,047 + or - year-end adjustment)
Reserve for Encumbrances	\$ -	(encumbrances carried forward to FY17)
GASB68 Pension-related Accrual	\$ (1,165,689)	(net liability as of the end of FY15)
Undesignated Retained Earnings	\$ 804,310	
	\$ (219,165)	

February 23, 2016

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

RE: December 31, 2015 Quarterly Financial Report - Lynchburg Regional Juvenile Detention Center

Lynchburg Regional Juvenile Detention Center

The attached Lynchburg Regional Juvenile Detention Center (Detention Center) financial report summarizes the financial activities through December 31, 2015 for FY 2016. The financial spreadsheet provides comparative year-to-date data for the same period of FY 2015.

REVENUES

Charges for Services

Charges for services are charges that are billed to participating localities for juveniles that are placed at the facility. Revenue in this category for the second quarter of FY 2016 is \$438,309 or 25.3% of the budget. The estimate is below budget due to reduced population for FY 2016. The Detention Home has recently started receiving revenue for juveniles who are placed in the Department of Juvenile Justice (DJJ) Re-entry program. The re-entry program is the transition of a juvenile from DJJ commitment back to the community.

Department of Juvenile Justice Block Grant

This revenue category represents allocations from the Virginia Department of Juvenile Justice (DJJ) for operational expenses of the Detention Center. Revenues received from the DJJ through the second quarter of FY 2016 are \$518,488 or 48.3% of the budget. It is anticipated that all budgeted revenue will be received.

United States Department of Agriculture (USDA)

This revenue category consists of reimbursements for meals served to juveniles at the Detention Center. Year-to-date revenues from USDA for FY 2016 are \$8,026 or 17.8% of the budget. An additional \$6,630 in reimbursements related to expenditures through December will be dispersed in February.

EXPENDITURES

Overall expenditures for the second quarter of FY 2016 were \$1,166,483 which is within the budget. Allocated costs for the contracting localities through the second quarter of FY 2016 were approximately 78%; Lynchburg's allocated share is approximately 22%.

Juvenile Population

The average annual number of juveniles being served per day through the second quarter of FY 2016 is 15.58 as compared to 21.82 in FY 2015. The percentage of Lynchburg City's juveniles through the second quarter is 29% of the total juvenile population.

SUMMARY

The second quarter report reflects a continuing downward trend in the juvenile population at the Lynchburg Regional Detention Home and other facilities in the State of Virginia.

The Lynchburg Regional Detention Home is an outstanding facility recognized by the juvenile judicial system for providing educational services, mental health services, physical health services, and partnerships with local area businesses.

Respectfully submitted,

Tamara Rosser
Director, Department of Juvenile Services

c: L. Kimball Payne, III, City Manager
Bonnie Svrcek, Deputy City Manager
Donna Witt, Director, Financial Services
Robin Mamola, Accounting Supervisor, Human Services
Sherry McIntyre, Accountant, Juvenile Services

Lynchburg Regional Juvenile Detention Center
Special Revenue Fund
Financial Summary
First Quarter: As of December 31, 2015

	FY 2015 Amended Budget	FY 2015 Actual 2 QTR YTD	FY 2015 % of Budget	FY 2016 Amended Budget	FY 2016 Actual 2 QTR YTD	FY 2016 % of Budget	FY 2016 Amended Budget	FY 2016 Revised Estimates	FY 2016 Actual to Amended
Beginning Funds at July 1									
Revenues:									
Charges for Services	1,698,058	653,609	38.5%	1,734,159	438,309	25.3%	1,734,159	1,734,159	-
Intergovernmental- Department of Juvenile Justice Block Grant	1,095,120	561,114	51.2%	1,074,463	518,488	48.3%	1,074,463	1,074,463	-
Intergovernmental- USDA	45,000	16,413	36.5%	45,000	8,026	17.8%	45,000	45,000	-
Miscellaneous	0	87	0.0%	0	0	0.0%	0	0	-
Budget Designations/Purchase Orders	115,641	0	0.0%	100,000	0	0.0%	100,000	100,000	-
Total Revenues	2,953,819	1,231,223	41.7%	2,953,622	964,823	32.7%	2,953,622	2,953,622	-
Expenditures:									
Salaries	1,449,991	684,805	47.2%	1,464,634	631,002	43.1%	1,464,634	1,464,634	-
Employee Benefits	595,783	277,134	46.5%	603,108	255,824	42.4%	603,108	603,108	-
Contractual Services	50,585	20,970	41.5%	47,877	13,942	29.1%	47,877	47,877	-
Internal Services	12,043	5,047	41.9%	16,278	5,351	32.9%	16,278	16,278	-
Supplies and Materials	130,170	48,395	37.2%	130,170	55,520	42.7%	130,170	130,170	-
Utilities	85,800	30,909	36.0%	85,800	31,905	37.2%	85,800	85,800	-
Training and Conferences	3,050	2,695	88.4%	3,050	2,789	91.4%	3,050	3,050	-
Telecommunications	4,500	1,081	24.0%	4,500	1,179	26.2%	4,500	4,500	-
Postage and Mailing	850	231	27.2%	850	0	0.0%	850	850	-
Indirect Costs	250,435	125,217	50.0%	252,343	126,172	50.0%	252,343	252,343	-
Self Insurance	15,752	7,876	50.0%	18,752	9,376	50.0%	18,752	18,752	-
Dues and Memberships	500	0	0.0%	500	329	65.8%	500	500	-
Rentals and Leases	4,373	1,005	23.0%	2,707	885	32.7%	2,707	2,707	-
Health and Dental Benefits for Retirees	28,215	15,694	55.6%	48,084	16,092	33.5%	48,084	48,084	-
Professional Services	6,796	2,617	38.5%	6,966	3,908	56.1%	6,966	6,966	-
SpecialUseEquipment	0	0	0.0%	2,000	0	0.0%	2,000	2,000	-
Debt Service	178,407	13,962	7.8%	130,353	4,183	3.2%	130,353	130,353	-
USDA Grant	45,000	16,413	36.5%	45,000	8,026	17.8%	45,000	45,000	-
Capital Outlay	2,000	0	0.0%	0	0	0.0%	0	0	-
Budget Designations	79,569	0	0.0%	100,000	0	0.0%	100,000	100,000	-
Contingency	10,000	0	0.0%	2,856	0	0.0%	2,856	2,856	-
Total Expenditures	2,953,819	1,254,051	42.5%	2,965,828	1,166,483	39.3%	2,965,828	2,965,828	-
				0					
TOTAL FUND BALANCE/Purchase Orders carried forward	0	(22,829)		(12,206)	(201,660)		(12,206)	(12,206)	
TOTAL ASSIGNED FUND BALANCE Maint./Equipment	100,000	100,000		100,000	100,000		100,000	100,000	

February 23, 2016

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: Children's Services Act (CSA) Fund Financial Report for the period ending December 31, 2015.

The attached CSA Fund Financial Summary summarizes the financial activity for this Fund through December 31, 2015. Under the State guidelines, CSA prior year obligations are paid through September 30th of each year. However, the annual budget is prepared on a fiscal year (July-June). Because of the State guidelines, expenditures for this fund are unique due to the overlap of grants each fiscal year. Accordingly, this report reflects only the current grant year financial activity for FY 2016.

REVENUES

- Public Assistance – Welfare and Administration

The Public Assistance revenue source is the reimbursement received from the State for local expenses incurred under CSA for providing services to troubled youth and their families. The current rate of reimbursement for community-based services is 86.32%, residential services is 65.8%, and for all other services, 72.64%. State funds to assist in administering the grant, (\$29,730 for FY 2016) are provided by the State each year. These funds have been requested but not yet received. A local match is required for all state funds received. Reimbursements received for expenditures incurred through the second quarter of FY 2016 are \$453,576. State reimbursements are below budget due to reimbursements that have been requested and not yet received in the amount of \$447,482.

- CSA Contribution – General Fund and Schools

These revenue sources are comprised of the required local match for all State funds received for the Comprehensive Services Act. For FY 2016 the budgeted School contribution is \$196,541 and the budgeted General Fund contribution is \$1,238,852. For the second quarter of FY 2016, local matching funds for programs in the amount of \$619,426 for the General Fund and \$98,271 for the Schools have been received.

- Miscellaneous Revenue

Miscellaneous revenues in the amount of \$12,407 were collected through the second quarter of 2016. These revenues are mainly comprised of recoupments from children's social security payments for expenditures incurred on their behalf, and registered billings for CSA parental co-payments. Recoupments are below budget estimates due to the utilization of IV-E funding whenever possible.

EXPENSES

- Administrative expenses

CSA Administrative funds are used for salaries, supplies, and materials. Budgeted funds for FY 2016 are \$64,816. Actual YTD administrative expenditures for FY 2016 are \$25,482 or 39.3% of the budget.

- Mandated – Foster Care

Foster care expenses include funds for residential facilities, day care, maintenance payments to foster parents, enhanced maintenance payments to foster parents and foster care prevention. The Virginia Enhanced Maintenance Assessment Tool (VEMAT) was introduced as the required, state-wide tool to be used when assessing a child's need for additional supervision and support and, thus, an enhanced maintenance payment for the foster or adoptive parent. Year-to-date foster care expenditures for the second quarter of FY 2016 totaled \$1,076,423 or 45.4% of the budget. Expenditures are below budget due to decreased VEMAT payments and transferring some of this population to 100% reimbursable IV-E funding.

- Mandated – Special Education

Special Education expenses include services for Special Education students from the Lynchburg City Schools. Expenditures for FY 2016 YTD total \$779,188 or 41.8% of the budget. Expenditures for this budget line are anticipated to rise due to increased enrollments at private day placements such as Rivermont School, Bridges and New Vistas School, in addition to students attending for longer periods of time.

- Non-Mandated Services

Non-mandated expenditures are for services such as counseling, mentoring, crisis intervention, and foster care prevention services. Non-mandated expenditures for FY 2016 are \$70,780 or 18.8% of the budget. Non-mandated services are provided almost exclusively to youth involved in the court system. Expenditures in this category are below budget due to an increase in the mandated population.

- Community Based Services

This category includes services to children while they are living at home, in the home of an extended family, in a regular foster family home, or in an independent living arrangement. Community services may include assessment, crisis stabilization, therapy, or intervention services provided in the child's home. Community Based Services for the second quarter of FY 2016 are \$136,883 or 35.7% of the budget. It is anticipated that this budget line will be fully expended due to increased utilization of these services. While the use of community based services has increased; the local match rate is far less than out of community residential services.

SUMMARY

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

While the number of children currently in foster care fluctuates during the year, the number of children receiving CSA services has increased; more children are now classified as mandated due to the severity of their issues and needs. Other factors continue to impact this budget. These factors include an increased number of children receiving more intensive services for longer periods of time, increased vendor rates as well as an increase in the number of services provided by the vendors, parental agreements, and an increase in special educational services.

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

Respectfully submitted,



Tamara T. Rosser
Director of Human Services

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

**Children's Services Act
Special Revenue Fund
Financial Summary
December 31, 2015**

	FY 2015	FY 2015	FY 2015	FY 2016	FY 2016	FY 2016
	Amended Budget	Actual 2 QTR YTD	% of Budget	Amended Budget	Actual 2 QTR YTD	% of Budget
<i>Beginning Fund Balance</i>	466,552	423,104		14,556	14,556	
<i>Revenues:</i>						
Public Assistance - Welfare and Administration	3,517,404	133,208	3.8%	3,517,404	453,576	12.9%
Transfer from Lynchburg City Schools	196,541	98,271	50.0%	196,541	98,271	50.0%
Transfer from General Fund	1,238,852	619,426	50.0%	1,238,852	619,426	50.0%
Miscellaneous	110,000	23,137	21.0%	110,000	12,407	11.3%
<i>Total Revenues</i>	5,062,797	874,042	17.3%	5,062,797	1,183,680	23.4%
<i>Expenses:</i>						
Administrative Expenses	64,564	28,784	44.6%	64,816	25,482	39.3%
Mandated - Foster Care	2,803,655	939,182	33.5%	2,372,898	1,076,423	45.4%
Mandated - Special Education	1,566,000	572,520	36.6%	1,866,000	779,188	41.8%
Non-Mandated Services	375,836	116,464	31.0%	375,836	70,780	18.8%
Community Based	252,742	107,422	42.5%	383,247	136,883	35.7%
<i>Total Expenditures</i>	5,062,797	1,764,372	34.8%	5,062,797	2,088,756	41.3%
<i>ENDING FUND BALANCE</i>	466,552	(467,226)		14,556	(890,520)	

February 23, 2016

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: December 31, 2015 Quarterly Financial Report – Water Operating Fund

The attached Water Operating Fund Financial Summary summarizes the financial activity for this fund through December 31, 2015. This quarterly report provides comparative financial information for the same period of the prior fiscal year. Projected variances between the FY 2016 Budget and the Department's year end projections are described below.

REVENUES

Following the completion of the second quarter, overall revenues for FY 2016 are projected to exceed the FY 2016 budget by \$75,000 (0.51%). Explanations follow:

- **Charges for Services:**

Revenue in this category is projected to exceed budget by \$75,000 (.63%) due to slightly higher water connections and meter removal fees and water cost plus charges for new services.

- **Water Contracts:**

This revenue account reflects billing activity to counties of Amherst, Bedford, and Campbell, and the industries of WestRock and Frito-Lay. The net revenue in this category is projected to be at budget. However, this is due to decreased revenues in Bedford County and Campbell County attributable to higher than anticipated FY 2015 water settlement credits offset by more than anticipated water consumption in Amherst County, WestRock and Frito-Lay.

- **Interest and Other:**

Revenue in this category is expected to be at budget.

EXPENSES

Overall expenses for FY 2016 are projected to be \$74,044 (.49%) less than budget. Explanations of this variance follow:

• **Departmental Operation and Maintenance Expenses:**

This category includes the Water Treatment Plant, Meter Operations, Water Line Maintenance and Administration. Expenses in this category are expected to be \$53,000 (.57%) less than the FY 2016 budget (Water Treatment - \$55,600 savings, Meter Operations - \$1,400 savings, Water Line Maintenance - \$11,800 increase, Administration - \$7,800 savings). This variance is broken down as follows:

➤ Personal Services and Benefits	\$36,300
➤ Chemicals	\$51,000
➤ Utilities	\$20,000
➤ Contractual Services	(\$41,000)
➤ Supplies and Materials	(\$22,000)
➤ All Other	<u>\$8,700</u>
Total	\$53,000

The most significant variance is a savings in chemicals and electricity due to wet weather conditions thus using the Pedlar Reservoir as first source of water as opposed to dry weather conditions when James River will be pumped and treated. Additional savings in Personal Services and Benefits are related to a vacancy in Administration. Increase in Contractual Services is primarily related to additional safety flagging services on two water repairs that occurred in high traffic areas and recent billing of orthophotography services for a survey of the Pedlar Waterline that incurred in FY 2015. Supplies and Materials are higher than budget due to several computers and one printer needing replacement prior to end of expected useful life.

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

Non-Departmental operation and maintenance expenses are anticipated to be within budget.

• **Capital Outlay and Transfers to Other Funds**

Purchases and transfers in this category are expected to be within budget.

• **Debt Service:**

Expenditures in debt service are expected to have a \$21,044 (.49%) budget savings due to a March 6, 2015 bond refunding.

SUMMARY

This first quarter report reflects a stable FY 2016 financial position for this fund. Under the Council adopted financial policies, the two important financial ratios, debt coverage and fund balance are above policy targets. The debt coverage ratio projected for the end of the fiscal year is 1.28 compared to a target of 1.20. The fund balance ratio projected for the end of the fiscal year is 62% compared to a target range of 25% - 40%.

Respectfully submitted,

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

cc: L. Kimball Payne, III, City Manager
Bonnie Svrcek, Deputy City Manager
Donna Witt, Director of Financial Services

**WATER OPERATING FUND
FINANCIAL SUMMARY
Quarter ending December 31, 2015**

	FY 2015 Adopted Budget	FY 2015 Actual Q2 YTD	FY 2015 % of Budget	FY 2016 Adopted Budget	FY 2016 Actual Q2 YTD	FY 2016 % of Budget	FY 2016 Adopted Budget	FY 2016 Revised Estimate	FY 2016 \$ Variance Adopted Budget vs. Projected
BEGINNING NET ASSETS	\$33,038,746	\$33,038,746		\$26,348,217	\$26,348,217		\$26,348,217	\$26,348,217	
Less: Invested in Capital Assets, net of related debt	(25,346,980)	(25,346,980)		(23,412,906)	(23,412,906)		(23,412,906)	(23,412,906)	
BEGINNING UNRESTRICTED NET ASSETS	7,691,766	7,691,766		2,935,311	2,935,311		2,935,311	2,935,311	
REVENUES:									
Charges for services	\$11,652,558	\$5,460,392	47%	\$11,858,798	5,664,122	48%	\$11,858,798	\$11,933,798	\$75,000
Water contracts	2,654,950	\$1,172,554	44%	2,683,240	1,211,735	45%	2,683,240	\$2,683,240	0
Interest and other	292,482	\$151,268	52%	266,231	151,149	57%	266,231	\$266,231	0
	\$14,599,990	6,784,214		\$14,808,269	7,027,006		\$14,808,269	\$14,883,269	\$75,000
EXPENSES									
Departmental O&M	\$9,349,210	3,948,266	42%	\$9,325,795	4,133,318	44%	\$9,325,795	9,272,795	\$53,000
Non-departmental O&M	229,600	52,924	23%	247,451	60,564	24%	247,451	247,451	0
Capital Outlay/Purchases	75,000	14,450	19%	30,000	25,722	86%	30,000	30,000	0
Transfers - Capital	800,000	400,000	50%	1,250,000	625,000	50%	1,250,000	1,250,000	0
Debt service	3,839,779	2,226,664	58%	4,316,541	2,338,952	54%	4,316,541	4,295,497	21,044
	\$14,293,589	\$6,642,304		\$15,169,787	7,183,556		\$15,169,787	15,095,743	\$74,044
Adjustment for expenses from capital projects									
ENDING NET ASSETS	7,998,167	7,833,676		2,573,793	2,778,761		2,573,793	2,722,838	

KEY RATIOS:

Unrestricted cash target as a % of operating expenses & debt service:	40%
Unrestricted cash as a % of operating expenses & debt service:	62%
Financial Policy targeted debt coverage ratio minimum:	1.20
Ending debt coverage ratio:	1.28 (a)

Note (a) Calculation of debt coverage includes \$120,000 of capitalizable costs for internal labor charges applicable to time spent on capital project activities.

February 23, 2016

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: December 31, 2015 Quarterly Financial Report – Sewer Operating Fund

The attached Sewer Operating Fund Financial Summary summarizes the financial activity for this fund through December 31, 2015. This quarterly report provides comparative financial information for the same period of the prior fiscal year. Projected variances between the FY 2016 Budget and the Department's year end projections are described below.

REVENUES

Following the completion of the second quarter, overall revenues for FY 2016 are projected to exceed the FY 2016 budget by \$535,000 (2.49%). Explanations follow.

- **Charges for Services:**

Revenue in this category is expected to be \$297,300 (1.66%) over budget due to higher than anticipated Septic Hauler Charges primarily due to a new customer bringing leachate from Maplewood Landfill in Amelia County. Additional revenues are projected for Industrial Surcharges attributable to one industrial customer and one institutional customer.

- **Sewer Contracts:**

Revenue in this category reflects the billing activity in counties of Amherst, Bedford, and Campbell and industries of WestRock and Frito-Lay. Revenue from this source is projected to be \$254,700 (7.64%) more than budget primarily due to higher than anticipated sewer sales from WestRock and Frito Lay. Additional revenues are projected from Campbell County due to processing leachate produced at Region 2000 Landfill.

- **Interest and Other:**

Revenue in this category is projected to be \$17,000 (8.07%) less than budget primarily attributable to Campbell County's prepayment of previously financed projects in July, 2014 resulting in less interest revenue.

EXPENSES

Overall expenses for FY 2016 are projected to be \$227,269 (1.06%) higher than budget. Explanations of this variance follow.

• **Departmental Operation and Maintenance Expenses:**

This category includes the Wastewater Treatment Plant and Sewer Line Maintenance. Expenses in this category are expected to be \$252,000 (2.53%) over budget (Waste Water Treatment Plant - \$234,500 and Sewer Line Maintenance - \$17,500). This variance is broken down as follows:

➤ Chemicals	(\$141,000)
➤ Contractual Services	(\$167,000)
➤ Sludge Disposal	\$50,000
➤ All Other	<u>\$6,000</u>
Total	(\$252,000)

Sludge disposal is becoming increasingly more challenging. Due to odor issues at Region 2000 Landfill, we have increased the amount of lime that is added to stabilize the sludge. The current rate of lime addition now produces Class B biosolids which can be land applied. In an effort to keep as many options as possible for sludge disposal, we have executed a contract with a vendor for land application beginning in March, 2016. Our third option for disposing sludge remains available at Maplewood Landfill in Amelia County. Of these options, the cost of land application and disposal at Region 2000 are similar compared to disposal at Maplewood Landfill being slightly less due to treating sludge to a lesser standard. The increased costs are attributable to purchase of lime, additional costs associated with hauling and disposal of lime. Our plan going forward is to land apply approximately 100 tons per week, haul approximately 100 tons per week to Maplewood Landfill and haul the balance (approximately 250 tons per week to Region 2000 Landfill)

• **Non-Departmental Operational and Maintenance Expenses:**

Non-Departmental expenses are expected to be at budget.

• **Debt/LOC Service Payments**

Expenditures in debt service are expected to have a \$24,731 (.26%) budget savings due to a March 6, 2015 bond refunding.

• **Capital Outlay and Transfers to Other Funds**

Purchases and transfers in this category are expected to be within budget.

SUMMARY

This second quarter report reflects a stable FY 2016 financial position for this fund. Under the Council adopted financial policies, the two important financial ratios, debt coverage and fund balance, are within or above policy targets. The debt coverage ratio projected for the end of the fiscal year is 1.25 compared to a target range of 1.20 to 1.50. The fund balance ratio projected for the end of the fiscal year is 27% compared to a target range 15 to 25%.

Respectfully submitted,

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

cc: L. Kimball Payne, III, City Manager
Bonnie Svrcek, Deputy City Manager
Donna Witt, Director of Financial Services

**SEWER OPERATING FUND
FINANCIAL SUMMARY
Quarter ending December 31, 2015**

	FY 2015 Adopted Budget	FY 2015 Actual Q2 YTD	FY 2015 % of Budget	FY 2016 Adopted Budget	FY 2016 Actual Q2 YTD	FY 2016 % of Budget	FY 2016 Adopted Budget	FY 2016 Revised Estimate	FY 2016 \$ Variance Adopted Budget vs. Projected
BEGINNING NET ASSETS (1)	\$136,833,798	\$136,833,798		\$134,996,557	\$134,996,557		\$134,996,557	\$134,996,557	
Less: Invested in Capital Assets, net of related debt	(129,047,540)	(129,047,540)		(131,477,037)	(131,477,037)		(131,477,037)	(131,477,037)	
BEGINNING UNRESTRICTED NET ASSETS	\$7,786,258	\$7,786,258		\$3,519,520	\$3,519,520		3,519,520	\$3,519,520	
REVENUES:									
Charges for services	\$17,170,636	\$7,598,733	44%	\$17,917,821	8,002,205	45%	\$17,917,821	\$18,215,121	\$297,300
Sewer contracts	3,327,630	1,284,989	39%	3,332,495	1,388,635	42%	3,332,495	3,587,195	254,700
Interest and other	75,344	33,966	45%	210,634	105,435	50%	210,634	193,634	(17,000)
	\$20,573,610	\$8,917,688		\$21,460,950	9,496,275		\$21,460,950	\$21,995,950	\$535,000
EXPENSES:									
Departmental O&M	\$9,792,683	\$4,619,333	47%	\$9,941,108	4,619,883	46%	\$9,941,108	\$10,193,108	(\$252,000)
Non-departmental O&M	238,200	64,421	27%	288,522	64,428	22%	\$288,522	288,522	0
Equipment Purchases	320,000	0	0%	265,000	21,170	8%	\$265,000	265,000	0
Transfers - Capital	2,000,000	1,000,000	50%	1,500,000	750,000	50%	\$1,500,000	1,500,000	0
Debt service	8,961,298	4,552,536	51%	9,370,351	4,984,523	53%	9,370,351	9,345,620	24,731
	\$21,312,181	\$10,236,290		\$21,364,981	10,440,004		\$21,364,981	\$21,592,250	(\$227,269)
Adjustment for expenses from capital projects		\$0			\$0			\$0	
ENDING NET ASSETS	\$7,047,687	\$6,467,656		\$3,615,489	\$2,575,791		\$3,615,489	\$3,923,220	

KEY RATIOS:

Unrestricted cash target as a % of operating expenses & debt service:	25%
Unrestricted cash as a % of operating expenses & debt service:	27%
Financial Policy targeted debt coverage minimum:	1.20
Ending debt coverage:	1.25 (a)

Note (a) Calculation of debt coverage includes \$125,000 of capitalizable costs for internal labor charges applicable to time spent on capital project activities.

February 23, 2016

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: December 31, 2015 Quarterly Financial Report – Stormwater Operating Fund

The attached Stormwater Operating Fund Financial Summary summarizes the financial activity for this fund through December 31, 2015. This quarterly report provides comparative financial information for the same period of the prior fiscal year. Projected variances between the FY 2016 Budget and the Department's year end projections are described below.

REVENUES

Following the completion of the second quarter, the overall revenues for FY 2016 are projected to be at budget for all categories that includes the following: (1) Charges for Services, (2) Interest and Other (3) Transfers from Other Funds.

EXPENSES

Overall expenses for FY 2016 are projected to be \$67,000 (1.75%) less than budget. A breakdown and explanations of this variance follow:

- **Departmental Operation and Maintenance Expenses:**

Departmental Operation and Maintenance expenses are projected to be \$84,000 (3.38%) less than budget. Explanations of this variance as follows:

➤ Personnel Services	(\$ 10,000)
➤ Contractual Services	\$ 30,000
➤ Supplies and Materials	\$ 50,000
➤ All Other	<u>\$ 14,000</u>
Total	\$84,000

The most significant savings is for our Supplies and Materials. Over the past year and half, we have been conducting a condition assessment of the stormwater infrastructure. Due to the numerous defects continually being identified, the priority repair schedule has not been fully completed. However, repairs will start this fiscal year on some of the most significant defects. The savings in

Contractual Services are also related to the timing and progress of the condition assessment. The increased expenses for Personnel Services are primarily attributable to two storm events in late September. After our work crews worked on needed water and sewer repairs during each week after these storm events, our work crews with heavy equipment were used on weekends to dredge and repair stormwater ponds in the City instead of hiring an outside contractor.

- **Non-Departmental Operational and Maintenance Expenses:**

Non-departmental expenses are projected to be at budget.

- **Debt/LOC Service Payments**

Currently, there is no debt for the Stormwater Fund.

- **Capital Outlay and Transfers to Other Funds**

Capital Outlay and Transfers to Other Funds are expected to be \$17,000 (1.30%) over budget due to an additional software purchase. This new software will allow us to better assess and catalogue the structural and operational integrity of our stormwater networks thus improving efficiencies of maintenance planning and infrastructure replacements. Transfers to Other Funds are expected to be at budget.

SUMMARY

This second quarter report reflects a stable FY 2016 financial position for the fund at this time. The fund balance ratio projected for the end of the fiscal year is 23.0%.

Respectfully submitted,

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

cc: L. Kimball Payne, III, City Manager
Bonnie Svrcek, Deputy City Manager
Donna Witt, Director of Financial Services

**STORMWATER OPERATING FUND
FINANCIAL SUMMARY
Second Quarter December 31, 2015**

	FY 2015 Adopted Budget	FY 2015 Actual Q2 YTD	FY 2015 % of Budget	FY 2016 Adopted Budget	FY 2016 Actual Q2 YTD	FY 2016 % of Budget	FY 2016 Adopted Budget	FY 2016 Revised Estimate	FY 2016 \$ Variance Adopted Budget vs. Projected
BEGINNING NET ASSETS	\$1,300,413	\$1,300,413		\$1,498,775	\$1,498,775		\$1,498,775	\$1,498,775	
Less: Invested in Capital Assets, net of related debt	0	0		(776,555)	(776,555)		(776,555)	(776,555)	
BEGINNING UNRESTRICTED NET ASSETS	\$1,300,413	\$1,300,413		\$722,220	\$722,220		\$722,220	\$722,220	
REVENUES:									
Charges for services	\$3,218,850	\$1,457,345	45%	\$3,202,178	1,387,589	43%	\$3,202,178	\$3,202,178	\$0
Interest and other	5,000	250		4,500	0	0%	4,500	4,500	0
Transfers	275,000	137,500	50%	275,000	137,500	50%	275,000	275,000	0
	\$3,498,850	\$1,595,095		\$3,481,678	1,525,089		\$3,481,678	\$3,481,678	\$0
EXPENSES:									
Departmental O&M	\$2,275,230	\$1,269,125	56%	\$2,483,080	\$1,132,850	46%	\$2,483,080	\$2,399,080	\$84,000
Non-departmental O&M	25,800	2,617	10%	32,425	10,605	33%	32,425	32,425	0
Equipment Purchases	400,000	0	0%	29,000	0	0%	29,000	46,000	(17,000)
Transfers - Capital	1,050,000	525,000	50%	1,150,000	575,000	50%	1,150,000	1,150,000	0
Transfers - Sewer Operating and Fleet	0	0	0%	126,734	63,367	50%	126,734	126,734	0
Debt service	0	0		0	0		0	0	0
	\$3,751,030	\$1,796,742		\$3,821,239	\$1,781,822		\$3,821,239	\$3,754,239	\$67,000
Adjustment for expenses from capital projects		\$0			\$0			\$0	
ENDING NET ASSETS	\$1,048,233	\$1,098,766		\$382,659	\$465,487		\$382,659	\$449,659	

KEY RATIOS:

Projected unrestricted cash as a % of operating expenses at year end 23%

FINANCIAL POLICIES REVIEW AND PROPOSED CHANGES FOR WATER, SEWER AND STORMWATER FUNDS

Existing Water Unrestricted Cash Policy

- Minimum ending fund balance shall not be less than 25% of total fund appropriations with a target balance of 40% of total fund appropriations.
- Funds in excess of the annual requirements may be considered for “pay-as-you-go” capital outlay expenditures, other non-recurring expenditures or funding of necessary reserves.
- A rate review will be conducted at least every two years.

Proposed Change

- None

Existing Sewer Unrestricted Cash Policy

- In accordance with the Virginia Department of Environmental Quality Special Order for the correction of the Combined Sewer Overflows, the maximum ending fund balance shall not exceed 25% of total fund appropriations; however, the City shall endeavor to maintain a fund balance as close to 25% as practicable.
- As provided by the Special Order, any excess funds will be directed to “pay-as-you-go” capital outlay expenditures.
- A rate review will be conducted at least every two years.

Proposed Change

- In accordance with the Virginia Department of Environmental Quality Special Order beginning July 31, 2015, the City annually adjusts sewer system reserve funds to equal no more than 40% of the subsequent fiscal years’ budgeted operating expenses and debt service.
- Minimum ending fund balance shall not be less than 25% of total fund appropriations.
- Funds in excess of 40% will be directed to “pay-as-you-go” capital outlay expenditures.
- A rate review will be conducted at least every two years.

Existing Stormwater Unrestricted Cash Policy

- None

Proposed Change

- Minimum ending fund balance shall not be less than 15% of total fund appropriations with a target balance of 20% of total fund appropriations.
- Funds in excess of the annual requirements may be considered for “pay-as-you-go” capital outlay expenditures, other non-recurring expenditures or funding of necessary reserves.
- A rate review will be conducted at least every two years.

Existing Debt Management Policies for Water, Sewer and Stormwater

Revenue-supported obligations are those for which the debt service is payable solely from the revenue generated from the operation of the project being financed or a category of facilities (i.e. water, sewer). These are not considered tax-supported debt of the City. Whenever the City finds it necessary to issue revenue-supported bonds, the following guidelines will be adhered to:

1. The term of any revenue-supported bond issue will not exceed the useful life of the capital project/facility or equipment for which borrowing is intended.
2. Revenue-supported bonds will be structured to allow equal or declining annual debt service payments over a term not to exceed the life of the project being financed. For those revenue-supported bonds issued through the Virginia Revolving Loan Fund, annual debt service payments shall not exceed thirty years.
3. For any enterprise fund issuing revenue-supported bonds, net revenues available for debt service shall not be less than 1.2 times annual debt service for each fiscal year. Net revenues available for debt service will be calculated as operating income, plus depreciation and amortization and plus interest income. Debt service will include all debt service paid by the respective fund; however, the principal portion of any bond anticipation notes or other short-term financing should be excluded.

Proposed Change

1. For Water, Sewer and Stormwater Funds of any revenue-supported or general obligation bond issue will not exceed the useful life of the capital project/facility or equipment for which borrowing is intended.

2. For Water, Sewer and Stormwater Funds, revenue-supported bonds or general obligation bonds will be structured to allow equal or declining annual debt service payments over a term not to exceed the life of the project being financed.
3. For Water, Sewer and Stormwater Funds issuing revenue-supported and/or general obligation bonds, net revenues available for debt service shall not be less than 1.2 times annual debt service for each fiscal year. Net revenues available for debt service will be calculated as operating income, plus depreciation and amortization, plus interest income, plus governmental grants, plus miscellaneous income, plus capital contributions of others who jointly share in ownership of an infrastructure of facility, and plus any capitalizable costs. Debt service will include all debt service paid by the respective fund; however, the principal portion of any bond anticipation notes or other short-term financing should be excluded.

February 23, 2016

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: December 31, 2015 Quarterly Report - General Fund

Attached is the Financial Summary for the General Fund (Fund) for the period ending December 31, 2015.

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

NON-DEDICATED REVENUES

- Real Estate Taxes:

Real Estate taxes are due in four quarterly installments on November 15, January 15, March 15, and May 15. As of the date of this report, only the first installment for FY 2016 has been billed and revenue of \$22,723,818 has been collected. The amount collected includes payments made for the entire year.

- Personal Property Taxes:

Personal Property tax revenue for FY 2016 is \$387,513 more than the amount collected through the second quarter of FY 2015, and remains on track with 51.1% collected. Personal property taxes are payable in two equal installments on June 5 and December 5. Additional billings for personal property acquisitions are due March 5 and September 5.

In 1998, the Virginia General Assembly enacted the Personal Property Tax Relief Act (PPTRA) to reimburse citizens for a portion of the local personal property tax. In the 2004 Virginia General Assembly, the State capped the amount reimbursed to localities at \$950 million for FY 2016. This action eliminates the 70% reimbursement. Lynchburg's share is \$5,543,584. During the second quarter of FY 2016, the State reimbursed the City \$4,157,688 (75%), as scheduled. Future payments are scheduled for receipt in February 2016 (15%), and May 2016 (5%).

- Consumer Utility Tax - Electric:

The second quarter FY 2016 revenue is slightly ahead of budget projections by \$60,562, based on collections for 5 months. Staff is monitoring this revenue and providing the Finance Committee with monthly updates. This revenue is based on consumption and fluctuates with weather patterns.

- Communication Sales and Use Taxes:

Communication Sales and Use tax revenue is on pace with the FY 2016 budget projection based on collections for 4 months.

- Local Sales Tax:

Sales tax revenue is ahead of the FY 2016 budget projection by \$282,527, or 6.1% based on collections for 4 months. Staff continues to see growth related to restaurant sales and price increases.

- Business License

Business License revenue collected through the second quarter of FY 2016 is \$69,920. Since this tax is due May 1, the collection percentage is currently only a small part of the annual budget. The majority of the tax will be collected from March to May.

- Meals Tax

Meals tax revenue is ahead of the FY 2016 budget projections by \$144,816 based on collections for 5 months. Staff is monitoring this revenue and providing the Finance Committee with monthly updates.

- Lodging Tax

Lodging tax revenue is ahead of the FY 2016 budget projection by \$37,611 based on collections for 5 months. Staff is monitoring this revenue and providing the Finance Committee with monthly updates.

- Permit, Fees, and Licenses:

Permit, Fees, and Licenses is behind the FY 2016 budget projection by 19.0% or \$88,221 due primarily to Inspection Permits, and Building Plan Review fees.

- Fines and Forfeitures:

Fines and Forfeitures revenue is behind the budget projection for FY 2016 by 31.7%, or \$87,566 due to Court Fines, Criminal Court Fees, and Parking Fines. Staff will continue to keep a close watch on this revenue to see if an adjustment in projected revenue is needed.

- Interest on Investments:

Investment income is ahead of the budget projection for FY 2016 by \$63,800, or 21.3%, primarily due to conservative budgeting.

- Charges for Services

Charges for Services revenue is 6.2%, or \$304,122 ahead of the budget projection for FY 2016, primarily due to trash tag sales, collection fees, and police off duty revenue.

DEDICATED REVENUES

Intergovernmental Revenues consisting of Constitutional Officers, Health and Human Services, and State subsidies total \$19,100,453 and are 12.1%, or \$2,062,825 more than FY 2016 budget projection. This is due to the timing of submitting and receiving reimbursements for constitutional offices.

EXPENDITURES

- Operating Expenditures:

The percentage of operating expenditures spent through the second quarter of FY 2016, 50.9%, is on target with budget projections.

- Debt Service

Debt Service expenditures are on pace with FY 2016 budget projections with 55.4% expended.

SUMMARY

This report represents the general fund in stable condition after six months of fiscal activity. As the year progresses, revised estimates for revenues and expenditures will be presented to reflect the impact of changes.

Respectfully submitted,

A handwritten signature in cursive script that reads "D - s. Witt".

Donna S. Witt
Director of Financial Services

cc: L. Kimball Payne, III, City Manager
Bonnie Svrcek, Deputy City Manager
Rhonda Allbeck, Assistant Director of Financial Services

Fiscal Year	Fiscal Calendar 2016
Fiscal Quarter of Year	(Multiple Items)
Fund	1001 General Fund
Account Type	Revenue
Process Status	Posted

Revenues	Adopted Budget	Budget Amendment	Amended Budget	Actual Amount 12/31/15	Remaining Budget w/o Encumbrances	Percentage of Amended Budget	Actual Amount 12/31/14
100 Taxes							
02110 - Current Real Property Tax	55,383,720	0	55,383,720	23,935,951	31,447,769	43.2%	22,869,271
02110 - Delinquent Real Prop Tax	1,575,000	0	1,575,000	571,217	1,003,783	36.3%	707,943
02110 - Tax Relief For Elderly	(700,000)	0	(700,000)	(647,645)	(52,355)	92.5%	(665,597)
02110 - Tax Relief-Rehab.RealProp	(483,100)	0	(483,100)	(564,488)	81,388	116.8%	(486,995)
02120 - Current PSC Taxes	2,225,000	0	2,225,000	2,316,446	(91,446)	104.1%	2,268,797
02120 - Delinquent PSC Taxes	0	0	0	3,113	(3,113)		
02130 - Curr Pers Property Tx PCI	17,266,000	0	17,266,000	8,826,073	8,439,927	51.1%	8,438,560
02130 - Delinquent PP Tax PCI	950,000	0	950,000	138,962	811,038	14.6%	110,474
02130 - Recovery-C/O Pers Prop Tx	4,000	0	4,000	222	3,778	5.5%	173
02170 - Interest on PSC Taxes	0	0	0	1,953	(1,953)		38
02170 - Interest-Delinquent Taxes	375,000	0	375,000	135,235	239,765	36.1%	176,319
02170 - Penalty on PSC Taxes	0	0	0	33,977	(33,977)		5,049
02170 - Penalty-Delinquent Taxes	625,000	0	625,000	269,098	355,902	43.1%	260,089
02510 - Local Sales And Use Taxes	14,700,000	0	14,700,000	4,907,957	9,792,043	33.4%	4,821,191
02515 - Consumer Util Tx-Electric	3,790,000	0	3,790,000	1,547,186	2,242,814	40.8%	1,491,172
02515 - Consumer Utility Tax-Gas	654,000	0	654,000	138,711	515,289	21.2%	141,790
02515 - Right of Way Fees	243,000	0	243,000	97,388	145,612	40.1%	66,929
02517 - Communication Sale&Use Tx	3,300,000	0	3,300,000	1,098,448	2,201,552	33.3%	1,136,693
02520 - Business License Taxes	8,200,764	0	8,200,764	69,920	8,130,844	0.9%	146,313
02520 - Consumption Tax Electric	306,420	0	306,420	125,609	180,811	41.0%	120,656
02520 - Consumption Tax Gas	34,000	0	34,000	5,843	28,157	17.2%	6,077
02520 - Pen&Int-Business License	90,000	0	90,000	31,198	58,802	34.7%	51,387
02525 - Fran.Lic. Tax-Sprint Cel	500	0	500	500	0	100.0%	0
02525 - Franchis Lic.Tax-MCI	4,027	0	4,027	9,600	(5,573)	238.4%	0
02530 - Delinquent MtrVeh LicFee	174,000	0	174,000	14,898	159,102	8.6%	16,765
02530 - Motor Vehicle LicensesPCI	1,544,000	0	1,544,000	181,447	1,362,553	11.8%	181,720
02535 - Bank Stock Taxes	650,000	0	650,000	2,371	647,629	0.4%	(73,712)
02540 - Probate Taxes	15,000	0	15,000	10,229	4,771	68.2%	13,695
02540 - Recordation Taxes-City	450,000	0	450,000	168,393	281,607	37.4%	150,990
02545 - Tobacco Taxes	900,000	0	900,000	467,320	432,680	51.9%	465,579
02550 - Amusement Tax	675,000	0	675,000	255,777	419,223	37.9%	242,768
02550 - Penalty/Int-Amusement Tx	0	0	0	1,718	(1,718)		135
02555 - Lodging Tax	2,037,000	0	2,037,000	924,320	1,112,680	45.4%	894,448
02555 - Penalty/Interest-Lodging	0	0	0	4,684	(4,684)		(114)
02560 - Meals Tax	13,715,000	0	13,715,000	5,707,759	8,007,241	41.6%	5,468,030
02560 - Penalty/Interest-Meals Tx	50,000	0	50,000	42,475	7,525	85.0%	56,467
100 Taxes Total	128,753,331	0	128,753,331	50,833,866	77,919,465	39.5%	49,083,099
110 Permits, Fees, & Licenses							
03005 - Animal Licenses	10,000	0	10,000	2,636	7,364	26.4%	3,061
03010 - Annual/Periodic Insp Fee	8,000	0	8,000	4,500	3,500	56.3%	2,250
03010 - Bicycle Licenses							2
03010 - Building Insp Permit Fee	445,000	0	445,000	162,458	282,542	36.5%	320,491
03010 - Building Plan Review	40,000	0	40,000	12,138	27,862	30.3%	29,339
03010 - Concealed Weapons Permit	20,000	0	20,000	10,491	9,509	52.5%	8,047
03010 - Conditional Use Permits	4,800	0	4,800	2,543	2,257	53.0%	1,261
03010 - Del False Alarm-Pen & Int							0
03010 - Delinq False Alarm Fees							0
03010 - Demolition Fees	10,000	0	10,000	2,350	7,650	23.5%	3,750
03010 - Elev Admin Fee Pen & Int	0	0	0	185	(185)		365
03010 - Elevator Inspec Admin Fee	20,200	0	20,200	10,145	10,055	50.2%	10,481
03010 - False Alarm Serv Assessmt	100,000	0	100,000	15,420	84,580	15.4%	15,776
03010 - Land Disturbing Fees	17,000	0	17,000	16,847	154	99.1%	13,773
03010 - Legal Notice Advertising	7,247	0	7,247	6,758	489	93.3%	5,646
03010 - Misc Permit Fee & License	2,000	0	2,000	380	1,620	19.0%	743
03010 - Permit Parking Fees	199,000	0	199,000	93,780	105,220	47.1%	68,637
03010 - Precious Metal Premits	1,600	0	1,600	600	1,000	37.5%	1,200
03010 - Rental Insp-Annual No/Shw	0	0	0	250	(250)		50
03010 - Rental Reinspect/FollowUp	0	0	0	650	(650)		50
03010 - Re-zoning Fees	5,000	0	5,000	13,189	(8,189)	263.8%	3,534
03010 - Sign Insp Permit Fee	5,000	0	5,000	3,450	1,550	69.0%	2,325
03010 - Site Plan Reviews	19,686	0	19,686	9,459	10,227	48.0%	8,217
03010 - Subdivision Plat Review	6,000	0	6,000	3,885	2,115	64.8%	3,780
03010 - Taxicab Application Fees	4,000	0	4,000	2,000	2,000	50.0%	2,050
03010 - Transfer Fees	1,600	0	1,600	1,033	567	64.6%	991
03010 - Zoning Appeal Fees-Inspc	1,000	0	1,000	200	800	20.0%	375
110 Permits, Fees, & Licenses Total	927,133	0	927,133	375,346	551,787	40.5%	506,194
120 Fines & Forfeitures							
03510 - Court Fines And Forfeit.	440,000	0	440,000	153,496	286,504	34.9%	211,076
03510 - Criminal Court Fees	2,500	0	2,500	805	1,695	32.2%	812
03510 - Parking Fines	110,000	0	110,000	34,383	75,617	31.3%	43,782
120 Fines & Forfeitures Total	552,500	0	552,500	188,684	363,816	34.2%	255,669
130 Use of Money & Property							
04010 - Interest on Investment	15,000	0	15,000	72,884	(57,884)	485.9%	7,427
04010 - Interest-City Capital	30,000	0	30,000	47,199	(17,199)	157.3%	24,159

Revenues	Budget			Actual Amount 12/31/15	Remaining Budget w/o Encumbrances	Percentage of Amended Budget	Actual Amount 12/31/14
	Adopted Budget	Amendment	Amended Budget				
04010 - Interest-Health Ins Resrv	18,000	0	18,000	7,291	10,709	40.5%	7,836
04010 - Interest-OPEB	4,000	0	4,000	2,229	1,771	55.7%	1,357
04010 - Interest-School Capital	200	0	200	0	200	0.0%	0
04010 - Interest-SNAP Income	15,000	0	15,000	20,431	(5,431)	136.2%	13,528
04010 - Interst-MktValueGain/Loss	0	0	0	(73,218)	73,218		31,012
04020 - Culture & Rec. Prop Rent	15,070	0	15,070	7,535	7,535	50.0%	20,093
04020 - Downtwn Parking Deck Lease	90,000	0	90,000	45,051	44,949	50.1%	44,052
04020 - Gen Govt Property Rental	85,000	0	85,000	34,953	50,047	41.1%	44,544
04020 - Human Services Prop Rent	100,000	0	100,000	50,000	50,000	50.0%	50,000
04020 - Market Rent- Pen & Int	0	0	0	379	(379)		99
04020 - Prop Rental-Market/Park.	90,000	0	90,000	43,206	46,794	48.0%	52,937
04020 - Prop Rental-Stadium	2,000	0	2,000	1,455	545	72.8%	485
04020 - Public Safety Prop Rent	24,464	0	24,464	0	24,464	0.0%	0
04020 - Public Works Prop Rental	6,000	0	6,000	0	6,000	0.0%	0
04020 - Rental Miller Center	0	103,548	103,548	103,548	0	100.0%	
130 Use of Money & Property Total	494,734	103,548	598,282	362,941	235,341	60.7%	297,530
140 Charges for Services							
04510 - Collection & Tax Lien Fees	19,000	0	19,000	19,175	(175)	100.9%	14,415
04510 - DMV Admin Fee	225,000	0	225,000	111,671	113,329	49.6%	110,291
04510 - DMV Select Agency	20,000	0	20,000	14,852	5,148	74.3%	12,816
04510 - Indirect Cost&Srcv Airprt	111,591	0	111,591	55,796	55,796	50.0%	59,151
04510 - Indirect Cost&Srcv Sewer	404,344	0	404,344	103,219	301,125	25.5%	171,397
04510 - Indirect Cost&Srcv Water	845,105	0	845,105	422,555	422,550	50.0%	549,970
04510 - Indirect Cost&Srcv WWTP	369,985	0	369,985	283,948	86,037	76.7%	383,840
04510 - Indirect Cost&Svc DetHome	252,343	0	252,343	126,172	126,172	50.0%	125,217
04510 - Indirect Cost&Svc Juv Svc	15,000	0	15,000	0	15,000	0.0%	8,017
04510 - Indirect Cost&Svc Strmwtr	107,328	0	107,328	53,664	53,664	50.0%	53,993
04510 - Processng Fee - Payroll deduction	6,500	0	6,500	3,415	3,085	52.5%	3,320
04510 - Sale of GIS Maps & Data	350	0	350	140	210	40.0%	131
04515 - CA Coll Fees- Circuit Crt	60,000	0	60,000	21,778	38,222	36.3%	24,915
04515 - CA Coll Fees- Gen Dist Ct	46,000	0	46,000	31,476	14,524	68.4%	39,210
04515 - CA Coll Fees- J&D Court	9,700	0	9,700	3,140	6,560	32.4%	3,920
04515 - Commonwealth Atty.Fees	7,000	0	7,000	3,486	3,514	49.8%	3,133
04515 - Court Rm Sheriff Fee \$5	110,000	0	110,000	40,228	69,772	36.6%	43,090
04515 - Document Reprod Costs	13,000	0	13,000	3,298	9,702	25.4%	4,540
04515 - Fees For Court Officers	7,244	0	7,244	7,244	(0)	100.0%	7,244
04515 - Legal Service Charges	20,000	0	20,000	0	20,000	0.0%	0
04515 - Probation Supervisor Fee	15,000	0	15,000	6,778	8,222	45.2%	8,783
04520 - \$250 DUI Fees	0	0	0	4,910	(4,910)		2,039
04520 - Ambulance Service Fees	2,750,000	0	2,750,000	1,118,552	1,631,448	40.7%	1,063,404
04520 - Criminal Records Check	3,000	0	3,000	1,020	1,980	34.0%	1,110
04520 - Delinq Ambulance>120 Days	100,000	0	100,000	254,476	(154,476)	254.5%	27,691
04520 - Fire Prevention Fees	2,000	0	2,000	2,200	(200)	110.0%	1,925
04520 - Lcl Reimb-COL Confd Space	50,000	0	50,000	25,000	25,000	50.0%	25,000
04520 - PD Off Duty	800,000	0	800,000	498,520	301,480	62.3%	372,333
04520 - PD Off Duty- Pen & Int	0	0	0	(8,294)	8,294		7,656
04520 - PIER Contract Payments	32,500	0	32,500	32,500	0	100.0%	32,500
04520 - Police Report Sales	13,500	0	13,500	7,280	6,220	53.9%	7,095
04520 - Police-Schools DARE Prog	108,500	0	108,500	36,139	72,361	33.3%	9,768
04520 - Range Use Fee	15,000	0	15,000	15,200	(200)	101.3%	14,800
04525 - Bldg Maint Charge-Other	10,000	0	10,000	5,071	4,929	50.7%	13,523
04525 - Downtown Parking Fees	35,000	0	35,000	10,174	24,826	29.1%	9,075
04525 - Engineering Serv.Charges	0	0	0	11,751	(11,751)		
04525 - PW Admin Stormwater Chrgs	161,947	0	161,947	100,935	61,012	62.3%	206,077
04525 - PW Eng Stormwater Chrgs	19,500	0	19,500	0	19,500	0.0%	9,518
04525 - PW Streets StormwaterChrg	179,152	0	179,152	115,093	64,059	64.2%	228,827
04525 - Res.Disp.Tags.-Vendor							235
04525 - Resid.Disposal-Decals	715,000	0	715,000	738,748	(23,748)	103.3%	704,752
04525 - Trash Bag Srcv-Waste Zero	150,000	0	150,000	67,664	82,336	45.1%	77,679
04530 - CSA Service Providers	178,868	0	178,868	0	178,868	0.0%	0
04530 - Local Reimb-Opportunity	366,596	0	366,596	121,455	245,141	33.1%	160,196
04530 - Local Reimb-Sparc House	330,940	0	330,940	165,994	164,946	50.2%	185,641
04530 - Soc Svcs Court Order Fees							666
04535 - Delinq Library Fines&Fees	4,000	0	4,000	2,066	1,934	51.6%	46,951
04535 - Delinq Library Lost/Dmg	12,000	0	12,000	2,967	9,033	24.7%	35,224
04535 - Delinq Library Pen & Int	2,800	0	2,800	634	2,166	22.7%	21,499
04535 - Law Library Fees	60,000	0	60,000	16,323	43,677	27.2%	18,199
04535 - Library Fines And Fees	74,000	0	74,000	26,102	47,898	35.3%	32,751
04535 - Lost/Damaged Library Prop	5,000	0	5,000	2,648	2,352	53.0%	1,895
04535 - Lynchburg Museum Fees	14,000	0	14,000	0	14,000	0.0%	8,851
04535 - Point of Honor Adm Fees	10,500	0	10,500	9,023	1,477	85.9%	5,722
04535 - Recreation Program Fees	349,100	0	349,100	218,130	130,970	62.5%	203,592
04535 - School Shr-Comm Ctr Wi-Fi							4,000
04535 - Swimming Pool Fees	24,000	0	24,000	10,001	13,999	41.7%	10,536
04540 - Charges For Demolition	0	0	0	6,205	(6,205)		292
04540 - Com Devl Stormwater Chrgs	499,003	0	499,003	249,502	249,501	50.0%	215,117
04599 - Secure Vacant Stru Reimb	0	0	0	50	(50)		2,615
04599 - Weed Ordinance Program	22,000	0	22,000	5,248	16,752	23.9%	8,676
140 Charges for Services Total	9,762,396	0	9,762,396	5,185,320	4,577,076	53.1%	5,404,822
150 Miscellaneous Revenue							
05030 - Suspense Revenue/Exp Ref	0	0	0	99,441	(99,441)		143,519

Revenues	Adopted Budget	Budget Amendment	Amended Budget	Actual Amount 12/31/15	Remaining Budget w/o Encumbrances	Percentage of Amended Budget	Actual Amount 12/31/14
05050 - Cash Overage And Shortage	0	0	0	705	(705)		45
05050 - Contributions-Adopt-A-Bed							200
05050 - Credit Card Rebate	94,000	0	94,000	0	94,000	0.0%	0
05050 - Digg's Trust Rec-Pt Honor	40,398	0	40,398	20,400	19,998	50.5%	21,120
05050 - Donations- Emergency Mgmt	0	0	0	550	(550)		100
05050 - Drop-Off Recycling							40
05050 - Friends of L'burg Library	7,250	0	7,250	1,813	5,438	25.0%	3,625
05050 - Gifts And Misc.	500	0	500	1,832	(1,332)	366.5%	619
05050 - Miscellaneous Revenue	60,000	0	60,000	56,813	3,187	94.7%	48,597
05050 - P&R Spec Evtnt Sponership	4,500	0	4,500	1,500	3,000	33.3%	223
05050 - Parking Lease Agreement	81,000	0	81,000	66,380	14,620	82.0%	49,808
05050 - Photo Reprod And Royalty	300	0	300	80	220	26.7%	47
05050 - Pmt In Lieu Tax-WestCntbr	50,000	0	50,000	0	50,000	0.0%	(195)
05050 - PointOfHonor-GiftShopSales	2,000	0	2,000	0	2,000	0.0%	1,000
05050 - Proceeds frm PropRoom.com	0	0	0	322	(322)		71
05050 - Pymt In Lieu of Tax-LRHA	25,000	0	25,000	0	25,000	0.0%	0
05050 - Reimb.POH Carriage House	27,411	0	27,411	13,875	13,536	50.6%	14,337
05050 - RSA Profit Sharing	0	0	0	18,248	(18,248)		(1)
05050 - Sale-Salvage/Surplus Prop	3,000	0	3,000	0	3,000	0.0%	1,239
05050 - Special Welfare Recoup	30,000	0	30,000	46	29,954	0.2%	631
05050 - Tourism Misc Revenue	0	0	0	6,898	(6,898)		
05050 - Trash Bag&Decal Violation	0	0	0	(2,890)	2,890		1,350
05050 - Trash Cart Sales	2,000	0	2,000	1,358	642	67.9%	827
05050 - Visitor Ctr Merchandise	23,700	0	23,700	12,568	11,132	53.0%	12,202
05050 - VisitorCtr CoffeeDonation	0	0	0	123	(123)		
05050 - WardsCrossingWestSvcFee	133,000	0	133,000	0	133,000	0.0%	0
150 Miscellaneous Revenue Total	584,059	0	584,059	300,060	283,999	51.4%	299,406
300 State Non-Categorical Aid							
06100 - Auto Rental Tax-DMV	260,000	0	260,000	163,159	96,841	62.8%	146,970
06100 - Deeds Of Conveyance	120,000	0	120,000	48,412	71,588	40.3%	40,366
06100 - Mobile Home Titling Taxes	1,000	0	1,000	2,094	(1,094)	209.4%	876
06100 - Personal Prop Tax Relief	5,543,584	0	5,543,584	4,434,867	1,108,717	80.0%	4,434,867
06100 - Recordation Taxes-State	200,000	0	200,000	48,191	151,809	24.1%	48,244
06100 - Rolling Stock Taxes	93,000	0	93,000	105,138	(12,138)	113.1%	98,635
300 State Non-Categorical Aid Total	6,217,584	0	6,217,584	4,801,861	1,415,723	77.2%	4,769,958
310 State Shared Exp (Cat.)							
06510 - Commissioner of Revenue	172,577	1,899	174,476	72,178	102,298	41.4%	64,030
06510 - Registrar/Electoral Board	53,455	1,040	54,495	0	54,495	0.0%	0
06510 - Treasurer	99,638	0	99,638	39,078	60,560	39.2%	40,583
06515 - Clerk of Cir Crt-Fringes	546,176	9,559	555,735	217,206	338,529	39.1%	214,477
06515 - Commonwealth Attorney	992,928	0	992,928	392,221	600,707	39.5%	412,919
06515 - Sheriff	1,217,709	20,607	1,238,316	477,860	760,456	38.6%	483,443
310 State Shared Exp (Cat.) Total	3,082,483	33,105	3,115,588	1,198,543	1,917,045	38.5%	1,215,452
320 State Categorical Aid							
06820 - HB 599 Law Enforc.Asst	2,930,790	0	2,930,790	1,465,396	1,465,394	50.0%	1,465,396
06820 - Juvenile Correct-Block Gt	247,716	0	247,716	123,858	123,858	50.0%	123,858
06820 - Wireless E911	286,600	0	286,600	118,303	168,297	41.3%	128,173
06825 - Street And Highway Maint.	7,364,956	100,000	7,464,956	4,695,402	2,769,554	62.9%	5,276,135
06830 - Finance-Social Srvs-State	115,004	0	115,004	51,936	63,068	45.2%	44,788
06830 - Health Department	0	0	0	159,032	(159,032)		165,398
06830 - SS State Adm Sub 0901	2,020,159	0	2,020,159	690,574	1,329,585	34.2%	658,189
06830 - SS State Prog Sub 0902	4,810,245	0	4,810,245	2,467,072	2,343,173	51.3%	1,927,412
06835 - Finan Asst-Public Library	153,233	0	153,233	75,980	77,254	49.6%	76,521
06835 - SNAP Prog-Double Dollar	10,000	0	10,000	0	10,000	0.0%	5,000
06835 - SNAP Program Reimb	12,000	0	12,000	7,330	4,670	61.1%	9,054
320 State Categorical Aid Total	17,950,703	100,000	18,050,703	9,854,883	8,195,820	54.6%	9,879,924
330 State Aid in Suspense							
05030 - Suspense Rev-Va EDI Pmts	0	0	0	0	(0)		0
330 State Aid in Suspense Total	0	0	0	0	(0)		0
510 Federal Direct Cat. Aid							
07510 - Dir Fed Reim-Parks&Rec	0	0	0	55,529	(55,529)		
07540 - IRS Int Subs 8/09 BABsSCH	211,000	0	211,000	105,663	105,337	50.1%	105,777
07540 - IRS Int Subsidy 8/09 BABs	60,000	0	60,000	30,457	29,543	50.8%	30,490
510 Federal Direct Cat. Aid Total	271,000	0	271,000	191,649	79,351	70.7%	136,267
520 Fed Cat Aid- Pass Thru							
07825 - B&G Chrgs Commerce St Bld	35,000	0	35,000	20,799	14,201	59.4%	15,750
07830 - Fed Pass Thru:Cost AIDMG	400,000	0	400,000	0	400,000	0.0%	0
07830 - Finance-Social Srvs-Fed	166,672	0	166,672	75,265	91,407	45.2%	61,362
07830 - SS Fed Adm Sub 0901	3,240,542	0	3,240,542	1,828,573	1,411,969	56.4%	1,753,853
07830 - SS Fed Prog Sub 0902	2,415,021	33,360	2,448,381	1,074,803	1,373,578	43.9%	1,340,131
07875 - Human Service Lease	129,786	0	129,786	54,077	75,709	41.7%	57,757
520 Fed Cat Aid- Pass Thru Total	6,387,021	33,360	6,420,381	3,053,518	3,366,863	47.6%	3,228,855
710 Operating Transfers In							
09201 - TrfFrmCFSA-Operating Trfr							175
09301 - TrfFrmCtyCp-Capital Proj	0	366,572	366,572	366,572	0	100.0%	249,861
710 Operating Transfers In Total	0	366,572	366,572	366,572	0	100.0%	250,036
Grand Total	174,982,944	636,585	175,619,529	76,713,241	98,906,288	43.7%	75,327,213

Fiscal Year	Fiscal Calendar 2016
Fiscal Quarter of Year	(Multiple Items)
Fund	1001 General Fund
Account Type	Expenses
Process Status	Posted

Expenditures		Budget			Actual Amount	Remaining	Percentage	Actual Amount
		Adopted Budget	Amendment	Amended Budget	12/31/15	Budget w/ Encumbrances	Used w/ Encumbrances	12/31/14
0021	Public Information	431,904	13,378	445,282	194,032	250,050	43.8%	191,645
0022	Customer Service Center	131,429	10,597	142,026	62,348	79,678	43.9%	53,315
0028	Council / Manager	1,029,283	20,917	1,050,200	486,524	543,676	48.2%	436,687
0029	Local Government Channel	187,515	2,642	190,157	70,949	119,208	37.3%	69,159
0033	Parking Division	420,964	67,491	488,455	221,605	214,267	56.1%	213,993
0044	Tourism	803,096	45,370	848,466	469,986	328,195	61.3%	298,043
0045	Visitors Center	198,801	7,751	206,552	63,847	142,705	30.9%	65,028
0050	City Attorney	675,807	11,810	687,617	315,511	372,106	45.9%	319,748
0051	Risk Management	524,817	0	524,817	262,409	262,409	50.0%	252,678
0060	State Treasurer	150,743	864	151,607	67,637	83,970	44.6%	68,816
0070	Com Rev-State/Loc Budget	704,658	12,415	717,073	325,432	390,219	45.6%	299,701
0080	City Assessor	726,906	12,196	739,102	333,868	402,967	45.5%	344,363
0090	Director Of Finance	666,141	14,494	680,635	284,654	377,371	44.6%	321,018
0093	Billings And Collections	1,302,127	18,362	1,320,489	591,112	567,486	57.0%	601,040
0094	Procurement	308,622	6,072	314,694	143,193	168,136	46.6%	142,091
0095	Accounting	885,424	73,721	959,145	472,340	405,903	57.7%	386,010
0096	Budget	167,291	1,591	168,882	60,342	108,540	35.7%	77,662
0097	Human Services-Finance	324,968	5,401	330,369	116,450	213,919	35.2%	143,949
0110	Human Resources	747,323	13,698	761,021	354,177	405,774	46.7%	348,130
0111	Occupational Health Svs	128,256	2,220	130,476	55,488	67,488	48.3%	54,590
0115	Application Services	1,403,325	30,061	1,433,386	667,685	765,701	46.6%	637,984
0116	Network Services	1,633,096	29,448	1,662,544	727,570	934,974	43.8%	647,216
0117	I T Administration	442,749	15,300	458,049	203,584	236,555	48.4%	196,869
0125	GIS	276,211	10,328	286,539	137,143	149,396	47.9%	142,132
0150	Registrar	171,757	6,478	178,235	74,588	103,048	42.2%	78,696
0151	Electoral Board	369,809	0	369,809	265,314	104,495	71.7%	33,607
0200	Lcl Sch Oper Contribution	41,064,276	2,316,449	43,380,725	18,243,449	25,137,276	42.1%	13,500,000
0300	Circuit Court-Judge	163,408	3,949	167,357	60,542	101,963	39.1%	45,660
0310	General District Court	69,023	600	69,623	19,153	47,413	31.9%	27,370
0320	Juvenile & Dr Dist Court	15,409	447	15,856	4,052	7,350	53.6%	5,701
0330	24th Court Service Unit	1,550	0	1,550	203	1,347	13.1%	672
0340	Commonwealth Attorney	1,516,386	0	1,516,386	681,893	833,048	45.1%	700,453
0343	Com Aty Fines & Fees Coll	62,442	0	62,442	26,823	34,900	44.1%	26,790
0350	Magistrate's Office	4,183	390	4,573	1,437	2,161	52.7%	1,166
0360	Circuit Court-Clerk	814,237	11,263	825,500	360,032	465,468	43.6%	359,176
0400	City Sheriff And Jail	2,180,124	26,049	2,206,173	981,193	1,224,380	44.5%	1,019,248
0420	Police Operations	15,682,340	255,162	15,937,502	7,624,434	8,268,703	48.1%	7,740,653
0421	Animal Warden	319,208	9,268	328,476	119,584	203,389	38.1%	117,872
0422	Emergency Communications	2,594,456	45,979	2,640,435	1,239,475	1,380,364	47.7%	1,161,724
0429	Range Operations	15,000	0	15,000	8,006	6,994	53.4%	12,961
0430	Police Off Duty Employmnt	800,000	0	800,000	410,184	389,816	51.3%	422,340
0444	Fire Operations And Ems	15,652,046	518,036	16,170,082	7,558,580	8,593,297	46.9%	6,793,711
0446	TRT- PIER Program	82,500	0	82,500	40,382	42,118	48.9%	45,766
0600	Public Works Administrat.	842,475	12,830	855,305	391,920	425,415	50.3%	298,058
0605	Engineering	3,738,333	68,566	3,806,899	1,559,028	2,161,732	43.2%	1,574,953
0632	Street Maintenance,li	3,217,257	140,240	3,357,497	1,403,069	1,650,742	50.8%	1,393,419
0635	Snow Removal	197,627	350,000	547,627	400,540	111,426	79.7%	281,095
0640	Refuse Collection	2,805,397	174,009	2,979,406	1,242,850	983,768	67.0%	1,107,952
0645	Parks/Grounds Maintenance	2,734,758	56,896	2,791,654	1,291,655	1,298,284	53.5%	1,254,232
0649	Baseball Stadium Maint	116,749	759	117,508	38,496	63,948	45.6%	34,320
0650	Building Maintenance	3,796,892	84,399	3,881,291	1,657,944	2,122,431	45.3%	1,560,870
0660	Human Services Maint.	208,383	8,167	216,550	112,174	93,175	57.0%	132,649
0800	Health Operations	830,977	0	830,977	415,489	0	100.0%	415,489
0901	Social Services Admin.	6,956,451	452,369	7,408,820	3,364,456	4,034,833	45.5%	3,181,448
0902	Public Assistance	7,423,193	4,515	7,427,708	4,372,106	2,972,587	60.0%	3,907,806
0904	Juvenile Service Admin.	313,591	4,125	317,716	110,118	207,598	34.7%	93,821
0905	Juvenile Detention Home	452,768	0	452,768	67,196	385,572	14.8%	312,584
0906	Opportunity House	611,712	14,286	625,998	268,966	355,806	43.2%	279,553
0908	Sparc House	625,770	14,697	640,467	287,199	327,372	48.9%	280,860
0915	Csa Service Providers	1,348,616	1,968	1,350,584	670,990	679,594	49.7%	685,472

Expenditures	Budget			Actual Amount 12/31/15	Remaining Budget w/ Encumbrances	Percentage Used w/ Encumbrances	Actual Amount 12/31/14
	Adopted Budget	Amendment	Amended Budget				
0929 Lynchburg Outreach Prog	188,179	4,503	192,682	86,642	97,552	49.4%	85,783
1002 Parks/Rec/Market	377,562	11,546	389,108	170,025	214,208	44.9%	165,444
1010 Recreation, General Admin	634,337	72,433	706,770	310,213	380,904	46.1%	284,485
1013 Recreation, Athletic	139,394	6,678	146,072	67,648	78,424	46.3%	65,535
1015 Recreation, Park Services	641,094	166,139	807,233	412,715	386,301	52.1%	410,663
1022 Recreation, Aquatics	102,115	579	102,694	55,466	47,228	54.0%	44,159
1023 Recreation, Naturalist	125,367	8,258	133,625	64,902	68,723	48.6%	61,892
1024 Special Events-Cty Sponsr	60,501	0	60,501	27,684	32,817	45.8%	25,701
1027 Recreation Programs	443,974	13,253	457,227	269,027	186,080	59.3%	197,921
1028 City-wide Centers	348,755	20,587	369,342	167,741	201,601	45.4%	125,707
1029 Neighborhood Centers	427,875	38,864	466,739	197,679	269,060	42.4%	170,434
1100 Public Library	1,492,945	24,611	1,517,556	666,881	846,819	44.2%	697,824
1120 Law Library	33,850	0	33,850	12,234	21,616	36.1%	10,303
1150 Museum	448,386	5,512	453,898	196,253	256,752	43.4%	193,155
1200 Director-Comm Plan/Dev	310,852	6,849	317,701	125,063	189,435	40.4%	131,936
1201 Planning	337,273	42,616	379,889	176,560	200,349	47.3%	221,509
1202 Inspections	831,651	12,810	844,461	368,096	476,365	43.6%	368,659
1205 Zoning	231,351	3,021	234,372	98,293	136,079	41.9%	80,850
1300 Economic Development	436,703	47,453	484,156	258,325	225,831	53.4%	380,675
1430 Non-allocated Emp Benefit	2,695,715	5,000	2,700,715	1,708,627	978,837	63.8%	2,128,440
1506 Water Oper Fund Payments	879,498	0	879,498	439,749	439,749	50.0%	439,749
1508 Stormwater Fee-City Bldgs	87,726	0	87,726	43,691	44,035	49.8%	43,363
1509 Stormwater Fee-School Bld	70,796	0	70,796	34,898	35,898	49.3%	34,960
1566 Managed Vacancy Program	(325,000)	0	(325,000)	0	(325,000)	0.0%	0
1567 Employee Choice Awards	20,700	0	20,700	7,403	13,297	35.8%	6,322
1568 Retirement Recognition	3,000	0	3,000	1,270	1,730	42.3%	899
1569 Take Your Kids to Work Dy	600	0	600	0	600	0.0%	0
1570 Emp Appreciation Luncheon	6,000	0	6,000	201	5,799	3.4%	92
1573 Payment-Fleet Capital Chg	2,148,719	0	2,148,719	1,090,599	1,058,120	50.8%	949,170
1574 Health Management Program	165,912	0	165,912	109,834	46,300	72.1%	151,077
1575 Employee Committee Funds	3,000	0	3,000	987	2,013	32.9%	1,017
1576 Line of Duty Act	77,632	0	77,632	0	77,632	0.0%	0
1577 Workforce Development							0
1578 Poverty Initiative	50,000	0	50,000	26,588	23,412	53.2%	
1579 Recruitment	25,000	0	25,000	7,064	17,936	28.3%	
1637 City Cemetery Master Plan	132,438	0	132,438	87,642	0	100.0%	86,617
1702 V.P.I. Extension Service	35,715	0	35,715	9,766	(67)	100.2%	1,534
1705 Lynchburg Humane Society	351,697	0	351,697	356,171	(4,474)	101.3%	361,013
1707 Cent Va Area Agc On Aging	15,000	0	15,000	15,000	0	100.0%	15,000
1708 Horizon Behavioral Health	457,323	0	457,323	228,662	228,662	50.0%	228,662
1709 Cvcc Board & Related Oper	1,900	0	1,900	1,900	0	100.0%	1,917
1710 R.E.Lee Soil Conserv Dist	10,000	0	10,000	10,000	0	100.0%	10,000
1711 Cent Va Planning Dist Com	44,491	0	44,491	44,491	(0)	100.0%	44,392
1715 Greater Lynch. Transit Co	1,394,038	0	1,394,038	1,394,038	0	100.0%	1,394,038
1716 Region 2000 Program							0
1721 Blue Ridge Regional Jail	5,586,635	0	5,586,635	3,990,103	207,408	96.3%	4,164,312
1724 Legal Aid Society	10,816	0	10,816	10,816	0	100.0%	10,400
1739 Contrib- Amazement Square	5,604	0	5,604	0	5,604	0.0%	0
1743 Central Va Reg Radio Brd	692,034	0	692,034	412,017	280,017	59.5%	412,191
5985 Refunded Debt Payments							14,077,821
5990 Principal Bonds/BANS/LOC	9,689,308	148,654	9,837,962	6,072,367	3,765,595	61.7%	4,881,906
5994 Interest Bonds/BANS/LOC	7,517,965	(148,834)	7,369,131	3,683,833	3,685,298	50.0%	3,529,919
5996 Debt Issuance Costs							389,718
5997 Debt - Misc. Charges	4,170	180	4,350	3,828	522	88.0%	4,060
9710 Operating Transfers Out	9,131,725	2,482,231	11,613,956	6,212,973	5,400,983	53.5%	5,759,736
Grand Total	180,672,880	7,980,965	188,653,845	91,797,368	92,718,553	50.9%	98,050,972

Proposed Changes to the General Fund Budget Policy

Quarterly Financial Reporting

The City Manager will present to the City Council's Finance Committee (with copies to the remainder of Council) quarterly financial reports identifying meaningful trends in revenues and expenditures for the General, Water and Sewer, Airport, Stormwater, Children's Services Act, Juvenile Detention Funds and *Greater Lynchburg Transit Company (GLTC)*.

Third Quarter Review

In mid-March, City staff will evaluate all expenditures and revenues as compared to budget and make recommendations to City Council regarding possible adjustments. *One-time funds will only be used for one-time expenditures and fund balance will not be considered as a funding source for adjustments except in extraordinary circumstances approved by City Council.* Section 15.2-2507 of the *Code of Virginia* requires that a public hearing be held prior to City Council action when the potential increases in the appropriation exceed one percent of the total expenditures shown in the currently adopted budget.

First Quarter Review

In October, City staff will evaluate preliminary year-end audit results and review first quarter expenditures and revenues compared to budget and make recommendations to City Council regarding possible adjustments. One-time funds will only be used for one-time expenditures and fund balance will not be considered as a funding source for adjustments except in extraordinary circumstances approved by City Council. Section 15.2-2507 of the Code of Virginia requires that a public hearing be held prior to City Council action when the potential increases in the appropriation exceed one percent of the total expenditures shown in the currently adopted budget.

FINANCE COMMITTEE

Agenda Item Summary

MEETING DATE: **February 23, 2016**

AGENDA ITEM NO.: **7**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

ACTION:

INFORMATION: **X**

(Confidential)

ITEM TITLE: **Revenue Update**

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

SUMMARY: Five of the City's major revenue sources are taxes collected on a monthly basis: Sales Tax, Consumer Utility Tax – Electric, Communications Sales and Use Tax, Meals Tax, and Lodging Tax. Since the last Finance Committee meeting, revenue information through December 2015 has been posted for these five revenue streams.

PRIOR ACTION(S):

This information is provided monthly to the Finance Committee.

FISCAL IMPACT:

None

CONTACT(S):

Donna Witt, Director of Financial Services, 455-3968

ATTACHMENT(S):

Comparison of Collections Budget to Actual FY 2015 – FY 2016

REVIEWED BY:

**Comparison of Collections
Budget to Actual FY 2015 - FY 2016**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Adopted FY 2016	Actual FY 2016	Actual FY 2016 to Adopted FY 2016	Actual FY 2016 to Actual FY 2015
SALES & USE TAX								
<i>ADOPTED FY 2016 BUDGET - \$14,700,000</i>								
JULY	\$1,014,596	\$996,646	\$1,075,816	\$1,131,485	\$1,119,202	\$1,207,589	\$88,387	\$76,104
AUGUST ¹	1,079,129	1,145,592	1,098,342	1,299,763	1,142,228	1,198,772	56,544	(100,991)
SEPTEMBER	1,100,698	1,117,209	1,083,199	1,204,336	1,191,262	1,269,930	78,668	65,594
OCTOBER	1,055,941	1,033,859	1,161,965	1,185,608	1,172,738	1,231,666	58,928	46,058
NOVEMBER	1,117,090	1,187,008	1,155,729	1,241,898	1,228,417	1,227,636	(781)	(14,262)
DECEMBER ²	1,488,926	1,466,715	1,316,419	1,669,810	1,651,684	1,600,507	(51,177)	(69,303)
TOTAL	\$6,856,380	\$6,947,029	\$6,891,470	\$7,732,900	\$7,505,531	\$7,736,100	\$230,569	\$3,200

CONSUMER UTILITY TAX - ELECTRIC
ADOPTED FY 2016 BUDGET - \$3,790,000

JULY	\$341,729	\$323,141	\$325,815	\$321,596	\$320,615	\$332,876	\$12,261	\$11,280
AUGUST	345,615	345,163	318,738	305,012	304,082	333,953	29,871	28,941
SEPTEMBER	325,754	318,915	317,324	317,947	316,978	328,411	11,433	10,464
OCTOBER	280,745	279,145	273,646	273,264	272,431	281,514	9,083	8,250
NOVEMBER	281,842	282,035	280,945	273,353	272,520	270,434	(2,086)	(2,919)
DECEMBER	325,287	330,714	348,750	346,565	345,509	321,380	(24,129)	(25,185)
TOTAL	\$1,900,972	\$1,879,113	\$1,865,218	\$1,837,737	\$1,832,135	\$1,868,568	\$36,433	\$30,831

COMMUNICATIONS SALES & USE TAX
ADOPTED FY 2016 BUDGET - \$3,300,000

JULY	\$349,339	\$293,358	\$286,999	\$283,594	\$275,000	\$276,750	\$1,750	(\$6,844)
AUGUST	294,910	291,560	284,691	281,957	275,000	270,038	(4,962)	(11,919)
SEPTEMBER	179,549	263,295	284,249	283,441	275,000	273,974	(1,026)	(9,467)
OCTOBER	309,437	319,011	288,830	287,702	275,000	277,686	2,686	(10,016)
NOVEMBER	284,123	300,665	284,176	279,441	275,000	271,470	(3,530)	(7,971)
DECEMBER	233,654	297,855	289,726	282,491	275,000	276,524	1,524	(5,967)
TOTAL	\$1,651,012	\$1,765,744	\$1,718,671	\$1,698,626	\$1,650,000	\$1,646,442	(\$3,558)	(\$52,184)

**Comparison of Collections
Budget to Actual FY 2015 - FY 2016**

	Actual Assessed FY 2013	Actual Collected FY 2013 ⁵	Actual Assessed FY 2014	Actual Collected FY 2014 ⁵	Actual Assessed FY 2015	Actual Collected FY 2015 ⁵	Adopted FY 2016	Actual Assessed FY 2016	Actual Assessed FY 2016 to Adopted FY 2016	Actual Collected FY 2016 ⁵	Actual Collected FY 2016 to Adopted FY 2016	Actual Collected FY 2016
MEALS TAX												
<i>ADOPTED FY 2016 BUDGET - \$13,715,000</i>												
JULY ³	\$943,431	\$1,044,556	\$944,920	\$1,159,786	\$1,009,124	\$970,597	1,026,218	\$1,096,314	\$70,096	\$1,046,770	\$20,552	(\$49,544)
AUGUST	1,042,850	1,026,544	1,056,821	1,024,718	1,152,551	1,119,585	1,172,074	1,165,329	(6,745)	1,213,559	41,485	48,230
SEPTEMBER	1,011,701	1,012,294	1,030,134	1,052,079	1,107,413	1,159,391	1,126,172	1,195,300	69,128	1,167,356	41,184	(27,944)
OCTOBER	1,006,966	1,003,032	1,046,550	958,359	1,149,721	1,119,430	1,169,196	1,190,250	21,054	1,152,017	(17,179)	(38,233)
NOVEMBER	964,775	868,692	1,019,305	1,064,385	1,079,590	1,099,028	1,097,877	1,109,019	11,142	1,156,651	58,774	47,632
DECEMBER	1,044,178	1,083,983	1,061,859	1,035,379	1,138,978	1,117,510	1,158,271	1,217,337	59,066	1,233,867	75,596	16,530
TOTAL	\$6,013,901	\$6,039,101	\$6,159,589	\$6,294,706	\$6,637,377	\$6,585,541	\$6,749,809	\$6,973,549	\$223,740	\$6,970,220	\$220,411	(\$3,329)
LODGING TAX												
<i>ADOPTED FY 2016 BUDGET - \$2,037,000</i>												
JULY ³	\$180,074	\$197,072	\$174,759	\$223,419	\$189,065	\$180,395	186,540	\$180,587	(\$5,953)	\$180,808	(\$5,732)	\$221
AUGUST ⁴	163,020	275,903	185,662	185,340	185,946	185,402	183,463	206,167	22,704	202,217	18,754	(3,950)
SEPTEMBER	160,661	157,680	181,706	204,758	173,904	173,875	171,582	204,267	32,685	206,009	34,427	1,742
OCTOBER	183,064	191,453	184,462	185,014	209,859	209,788	207,056	196,410	(10,646)	160,131	(46,925)	(36,279)
NOVEMBER	131,993	129,941	153,745	148,082	141,855	144,988	139,961	140,701	740	177,048	37,087	36,347
DECEMBER	112,277	113,067	141,137	126,077	115,033	119,891	113,497	129,974	16,653	130,150	16,653	176
TOTAL	\$931,089	\$1,065,116	\$1,021,471	\$1,072,690	\$1,015,662	\$1,014,339	\$1,002,098	\$1,058,106	\$56,184	\$1,056,363	\$54,265	(\$1,743)

¹ The August FY 2015 Actual amount includes a one-time, \$145,000 payment in taxes, which was redistributed to the City from another locality.

² Retailer over-reported Sales & Use Tax in December FY 2015 by \$50,000; Corrected in December FY 2016 by reducing owed tax of \$39,000 and taking additional \$11,000

³ Due to year end accounting activities, a portion of Meals and Lodging Tax revenues associated with May and June were posted in June and July.

⁴ The August FY 2013 collection amount includes a one-time, \$140,000 payment in delinquent taxes.

⁵ Meals and Lodging Tax data includes columns titled "Actual Collected ." The figures listed under these columns include all revenue received per month regardless of whether the payment is current or delinquent.