

FINANCE COMMITTEE AGENDA
Tuesday, May 26, 2015
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. Review highlights of attached quarterly financial reports for the Greater Lynchburg Transit Company (GLTC) as well as the Regional Airport, Lynchburg Regional Juvenile Detention Center, Comprehensive Services Act, Water Operating, Sewer Operating, Stormwater Operating, and General Funds the for the quarter ending March 31, 2015.

| Fund | Preparer |
|--|--|
| GLTC | Josh Baker, General Manager of GLTC |
| Regional Airport Fund | Mark Courtney, Airport Manager |
| Lynchburg Regional Juvenile Detention Center | Tamara Rosser, Director of Human Services |
| Comprehensive 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 |
| General Fund | Donna Witt, Director of Financial Services |

12:15 p.m.

3. Consider a request to adopt a resolution to amend the FY 2015 General Fund budget and appropriate \$17,758 with resources from the Reserve for Fire Equipment Assigned Fund Balance to purchase radio equipment for two replacement Battalion Chief vehicles in the Fire Department.

Contact: Fire Chief Brad Ferguson

455-6340

12:20 p.m.

4. Approve the submittal of an application for 2015 Department of Justice Bureau of Justice Assistance (BJA) Body-Worn Camera Pilot Implementation Program Grant funds of \$500,000 (\$250,000 Federal Award) with a 50% local match of \$250,000 to purchase 175 body-worn camera systems, which includes related data storage, training, and equipment.

Contact: Police Chief Parks Snead

455-6104

12:30 p.m.

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

Contact: Donna Witt, Director of Financial Services

455-3968

12:35 p.m.

6. Roll Call

The next Finance Committee meeting is Tuesday, June 23, 2015, at 11:30 a.m.

FY 2015 GENERAL FUND RESERVE FOR CONTINGENCIES

| | <u>Reserve for Contingencies</u> | <u>City Manager's Discretionary Funding</u> |
|---|--------------------------------------|---|
| BEGINNING BALANCE, JULY 1, 2014 | | |
| Carryforward to FY 2015 Reserve for Contingencies - 05/13/14 Council Meeting | \$550,000 | \$50,000 |
| BALANCE | <u>600,000</u> | <u>\$50,000</u> |
| | <u>\$1,150,000</u> | <u>\$50,000</u> |
| APPROPRIATIONS (Second Reading) | | |
| Police Department Tasers - 06/24/14 Council Meeting | (\$115,713) | |
| School Resource Officer Grant local match and additional costs - 06/24/14 Council Meeting | (83,765) | |
| Two Community Centers - 09/09/14 Council Meeting | (139,720) | |
| State reimbursement of Reverse 911 Grant matching funds - 10/28/14 Council Meeting/1st Quarter Adjustments | 17,095 | |
| Insurance settlement for damages to the Holiday Inn Parking Deck - 10/28/14 Council Meeting/1st Quarter Adjustments | 100,000 | |
| Use of FY 2014 fund balance for the Two Community Centers - 10/28/14 Council Meeting/1st Quarter Adjustments | 139,720 | |
| Third Quarter Adjustments - 04/28/15 Council Meeting | (82,889) | |
| Community Market Parking Deck Repairs - 01/13/15 Physical Development Committee | | (50,000) |
| TOTAL APPROPRIATIONS | <u>(\$165,272)</u> | <u>(\$50,000)</u> |
| REMAINING BALANCE | <u>\$984,728</u> | <u>\$0</u> |
| ITEMS INTRODUCED | | |
| TOTAL INTRODUCED ITEMS | <u>\$0</u> | <u>\$0</u> |
| REMAINING BALANCE | <u>\$984,728</u> | <u>\$0</u> |
| PENDING ITEMS | | |
| Anticipated carryforward to FY 2016 Reserve for Contingencies - Proposed FY 2016 Budget | (\$584,083) | |
| TOTAL PENDING ITEMS | <u>(\$584,083)</u> | <u>\$0</u> |
| PROJECTED BALANCE | <u>\$400,645</u> | <u>\$0</u> |

Greater Lynchburg Transit Company



1301 Kemper Street
PO Box 797
Lynchburg, VA 24505
434.455.5080
434.847.8621 (Fax)
gberkley@gltconline.com
www.GLTCOnline.com

April 29th, 2015

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

RE: March 31, 2014 (3rd Quarter) Financial Report – Greater Lynchburg Transit Company

The attached Greater Lynchburg Transit Company Comparative Income Statement summarizes the financial activities for the third quarter of FY15 and YTD data for the fiscal year.

REVENUE

Revenue remains over projection during the 3rd quarter of FY 15 with a 5% increase over the budget. Liberty and CVCC university partners contributed more than what was originally projected due to increased service, advertising revenue is up, as well as State and Federal Operating Assistance. YTD Farebox revenue is down and coming in at 85% of target, believe the cause of this to be reduced ridership on the City side of service resulting from route changes. We are working to resolve this and have formed a committee to work on making sure our routes go where people need them. Overall YTD revenue is up and performing at 105% of budget.

EXPENDITURES

We have experienced increased overtime costs due to service spikes, issues with driver recruitment, and some internal attendance issues. We are implementing some new policies around this to help mitigate the problem however we don't anticipate there being an impact until next FY. Total expenses this quarter are up 4% over budget primarily due to these labor issues.

SUMMARY

With increases in services, additional operational miles for City routes, and cost of living increases for salaries GLTC has experienced increased costs. Due to increased revenues to offset these expenses GLTC's operational status remains well balanced and on track to show us in the black YTD.

Respectfully submitted,


Joshua Baker, CCTM
General Manager

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

CENTRAL VIRGINIA TRANSIT MANAGEMENT CO INC.
QUARTERLY INCOME STATEMENT
AS OF MARCH 31, 2015

| | QTR TO DATE | | | | | | |
|-------------------------------|-------------------------|-------------------------|-------------|---------------------|---------------------|-------------|--|
| | FY2015 QTD ACTUAL | FY2015 QTD BUDGET | % VAR | | | | |
| REVENUE | | | | | | | |
| FRT Passenger Revenue | \$ 222,597 | \$ 254,168 | -12% | \$ 648,726 | \$ 762,503 | 85% | |
| DRT Passenger Revenue | 18,135 | 24,500 | -26% | 62,626 | 73,500 | 85% | |
| Contracts (LC Access) | 5,721 | 6,190 | -8% | 15,256 | 18,570 | 82% | |
| Contracts (CVCC Access) | 12,500 | 6,190 | 50% | 37,500 | 18,570 | 202% | |
| Liberty University Revenue | 402,485 | 303,271 | 33% | 1,073,294 | 808,722 | 133% | |
| Other Contract Revenue | 2,516 | 9,950 | -75% | 11,234 | 29,850 | 38% | |
| Non-Operating Revenue | 1,174 | - | | 22,460 | - | | |
| Advertising Revenue | 16,707 | 13,750 | 22% | 55,125 | 41,250 | 134% | |
| City Operating Assistance | 348,509 | 348,510 | 0% | 1,045,529 | 1,045,529 | 100% | |
| County Operating Assistance | 14,373 | 14,373 | 0% | 43,119 | 43,119 | 100% | |
| State Operating Assistance | 365,476 | 347,500 | 5% | 1,096,428 | 1,042,500 | 105% | |
| Federal Operating Assistance | 509,884 | 494,930 | 3% | 1,529,652 | 1,484,790 | 103% | |
| TOTAL REVENUE | \$ 1,920,079 | \$ 1,823,331 | 5% | \$ 5,640,949 | \$ 5,368,902 | 105% | |
| EXPENSES | | | | | | | |
| FIXED ROUTE | | | | | | | |
| Operator Labor | \$ 415,937 | \$ 425,060 | -2% | \$ 1,236,710 | \$ 1,275,179 | 97% | |
| Operator-Overtime | 48,000 | 16,721 | 187% | 223,488 | 50,162 | 446% | |
| Other Salaries & Wages | 69,745 | 48,995 | 42% | 163,364 | 146,984 | 111% | |
| Supervisors-Overtime | 3,448 | 5,454 | -37% | 20,439 | 16,362 | 125% | |
| Fringe Benefits | 339,864 | 294,003 | 16% | 868,378 | 882,010 | 98% | |
| TOTAL FIXED ROUTE | \$ 876,993 | \$ 790,232 | 11% | \$ 2,512,380 | \$ 2,370,696 | 106% | |
| DEMAND RESPONSE | | | | | | | |
| Operator Labor | \$ 55,700 | \$ 61,676 | -10% | \$ 180,847 | \$ 185,027 | 98% | |
| Operator-Overtime-PTS | 2,717 | 3,155 | -14% | 7,159 | 9,464 | 76% | |
| Other Salaries & Wages | 20,916 | 22,286 | -6% | 73,295 | 66,857 | 110% | |
| Fringe Benefits | 51,135 | 26,405 | 94% | 138,022 | 79,215 | 174% | |
| TOTAL DEMAND RESPONSE | \$ 130,468 | \$ 113,521 | 15% | \$ 399,324 | \$ 340,562 | 117% | |
| MAINTENANCE | | | | | | | |
| Other Salaries & Wages | \$ 142,713 | \$ 143,290 | 0% | \$ 436,758 | \$ 429,869 | 102% | |
| Inspection&Maint,Srvc-Overtim | 5,429 | 4,776 | 14% | 28,382 | 14,328 | 198% | |
| Fringe Benefits | 94,330 | 80,670 | 17% | 245,692 | 242,011 | 102% | |
| Fuel & Lubricants | 139,748 | 218,165 | -36% | 518,589 | 654,495 | 79% | |
| Tires & Tubes | 3,891 | 14,472 | -73% | 51,329 | 43,416 | 118% | |
| Other Materials & Supplies | 86,963 | 81,182 | 7% | 288,544 | 243,545 | 118% | |
| TOTAL MAINTENANCE | \$ 473,074 | \$ 542,555 | -13% | \$ 1,569,293 | \$ 1,627,664 | 96% | |
| ADMINISTRATION | | | | | | | |
| Other Salaries & Wages | \$ 57,997 | \$ 47,280 | 23% | \$ 191,817 | \$ 141,839 | 135% | |
| Fringe Benefits | 37,423 | 19,712 | 90% | 101,319 | 59,137 | 171% | |
| Services | 142,800 | 98,412 | 45% | 362,654 | 295,235 | 123% | |
| Utilities | 36,985 | 40,666 | -9% | 88,939 | 121,999 | 73% | |
| Casualty & Liability Expenses | 64,085 | 79,040 | -19% | 163,621 | 237,120 | 69% | |
| Other Materials & Supplies | 6,417 | 20,244 | -68% | 26,432 | 60,731 | 44% | |
| Miscellaneous | 12,622 | 21,125 | -40% | 50,601 | 63,375 | 80% | |
| TOTAL ADMINISTRATION | \$ 358,329 | \$ 326,478 | 10% | \$ 985,384 | \$ 979,435 | 101% | |
| TOTAL EXPENSES | \$ 1,838,864 | \$ 1,772,786 | 4% | \$ 5,466,381 | \$ 5,318,357 | 103% | |
| NET INCOME/(LOSS) | \$ 81,214 | \$ 50,545 | 61% | \$ 174,568 | \$ 50,545 | 345% | |



Lynchburg Regional Airport

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



May 11, 2015

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: March 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 2015 third quarter ending March 31, 2015. I am pleased to report that while revenues in general are projected to be relatively flat, they are somewhat higher than budgeted. The subsidy from the General Fund to the airport for FY 2015 is projected to be \$97,443 which is \$55,000 less than budgeted. Permanently eliminating the operating subsidy from the City remains on track starting with next year's requested FY 2016 operating budget.

REVENUE HIGHLIGHTS

- Terminal Revenue: Revenue is projected to be \$65,500 more than budget due primarily to continued strength in parking lot and rental car concession revenue.
- General Aviation: Revenue is projected to be \$46,000 more than budget due to new revenue from aircraft parking fees.
- Other Leased Property: Revenue is projected to be \$16,700 more than budget due to a new leases with Verizon and Liberty University for use of airport property.
- State Airport Aid: Revenue is projected to be \$280,000 more than budget due to having more state-supported maintenance and small projects than anticipated.
- General Fund Subsidy: As previously mentioned, the projected operating subsidy from the City is \$97,443 which is \$55,000 less than budget.

EXPENSE HIGHLIGHTS

- Snow Removal: Projected \$23,250 more than budget due to having more snow and ice events than anticipated.
- Non-Recurring Airport Expenses: Projected \$350,000 more than budget due to having more state-supported non-recurring maintenance and small projects than anticipated. This was increased in our recently approved third-quarter budget adjustments.

SUMMARY

Non-recurring maintenance expenses will exceed our budget significantly (but are largely reimbursed by state aviation entitlement funds) and were addressed in the third-quarter budget review. Based on consistent air service levels, competitive airfares, and projected passenger demand combined with decreasing debt service, the airport's subsidy from the City is expected to be reduced to less than \$100,000 this fiscal year and permanently eliminated beginning next fiscal year.

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
 March 31, 2015

| | FY 2014 Amended Budget | FY 2014 Actual (thru 3/31/14) | FY 2014 % of Budget | * | FY 2015 Amended Budget | FY 2015 Actual (thru 3/31/15) | FY 2015 % of Budget | * | FY 2015 Amended Budget | FY 2015 Revised Estimates | FY 2015 \$ Variance Revised vs. Amended Budget |
|---|------------------------------|-------------------------------------|---------------------------|---|------------------------------|-------------------------------------|---------------------------|---|------------------------------|---------------------------------|--|
| BEGINNING NET ASSETS | | \$ 31,042,521 | | * | \$ 355,771 | \$ 33,493,201 (1) | | * | \$ 355,771 | \$ 33,493,201 (1) | |
| Less: Invested in Capital Assets, net of related debt | | 30,210,365 | | * | | 32,479,365 | | * | | 32,479,365 | |
| BEGINNING UNRESTRICTED NET ASSETS | \$ 583,331 | \$ 832,156 | | * | \$ 355,771 | \$ 1,013,836 | | * | \$ 355,771 | \$ 1,013,836 | \$ - |
| BOND REFUNDING PROCEEDS | \$ - | \$ - | | * | \$ 1,827 | \$ - | | * | \$ 1,827 | \$ - | |
| USE OF RESERVES - DEBT SERVICE | \$ - | \$ - | | * | \$ 46,075 | \$ - | | * | \$ 46,075 | \$ - | |
| REVENUES | | | | * | | | | * | | | |
| Airfield | 95,000 | 75,683 | 80% | * | 97,000 | 80,974 | 83% | * | 97,000 | 97,000 | 0 |
| Terminal | 1,307,327 | 1,062,412 | 81% | * | 1,312,327 | 1,090,846 | 83% | * | 1,312,327 | 1,377,827 | 65,500 |
| General Aviation | 383,000 | 313,027 | 82% | * | 399,000 | 338,205 | 85% | * | 399,000 | 445,000 | 46,000 |
| Other Leased Property | 214,400 | 181,531 | 85% | * | 204,400 | 170,720 | 84% | * | 204,400 | 221,100 | 16,700 |
| State Airport Aid | 290,000 | 91,413 | 32% | * | 95,000 | 13,407 | 14% | * | 95,000 | 375,000 | 280,000 |
| Federal Security Aid | 110,000 | 27,070 | 25% | * | 107,500 | 26,020 | 24% | * | 107,500 | 107,500 | 0 |
| General Fund Subsidy | 218,809 | 216,000 | 99% | * | 152,443 | 77,100 | 51% | * | 152,443 | 97,443 | (55,000) |
| Interest & Other | 19,000 | 25,618 | 135% | * | 19,500 | 22,224 | 114% | * | 19,500 | 22,000 | 2,500 |
| | \$ 2,637,536 | \$ 1,992,752 | | * | \$ 2,387,170 | \$ 1,819,495 | | * | \$ 2,387,170 | \$ 2,742,870 | \$ 355,700 |
| EXPENSES | | | | * | | | | * | | | |
| Airfield Operations | 301,041 | 244,393 | 81% | * | 304,898 | 223,243 | 73% | * | 304,898 | 304,898 | 0 |
| Terminal Operations | 553,864 | 352,136 | 64% | * | 555,459 | 403,769 | 73% | * | 555,459 | 555,459 | (0) |
| General Aviation | 125,008 | 87,227 | 70% | * | 119,267 | 103,506 | 87% | * | 119,267 | 119,267 | 0 |
| Administration | 660,966 | 461,491 | 70% | * | 683,049 | 497,196 | 73% | * | 683,049 | 683,049 | 0 |
| Safety (ARFF & LEO) | 407,345 | 297,434 | 73% | * | 406,659 | 311,641 | 77% | * | 406,659 | 406,659 | 0 |
| Snow Removal | 20,468 | 28,812 | 141% | * | 18,930 | 31,470 | 166% | * | 18,930 | 42,180 | (23,250) |
| Debt Service | 205,865 | 148,780 | 72% | * | 181,256 | 97,074 | 54% | * | 181,256 | 181,256 | 0 |
| Non-Recurring Airport Expenses | 512,721 | 408,831 | 80% | * | 237,169 | 338,260 | 143% | * | 237,169 | 587,169 | (350,000) |
| Transfers to Other Airport Funds | 20,000 | 1,640 | 8% | * | 14,024 | 0 | 0% | * | 14,024 | 14,024 | 0 |
| Other Airport Expenses | 57,819 | 22,372 | 39% | * | 70,131 | 22,977 | 33% | * | 70,131 | 70,131 | 0 |
| | \$ 2,865,096 | \$ 2,053,116 | | * | \$ 2,590,843 | \$ 2,029,137 | | * | \$ 2,590,843 | \$ 2,964,093 | \$ (373,250) |
| ENDING UNRESTRICTED NET ASSETS | \$ 355,771 | \$ 771,792 | | * | \$ 200,000 | \$ 804,194 | | * | \$ 200,000 | \$ 792,613 (2) | |

FOOTNOTES:

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

| | |
|---|----------------|
| Total Net Assets per CAFR 6/30/14 | \$ 36,954,889 |
| Less: Net Assets in Capital & PFC Funds | \$ (3,461,688) |
| Total Beginning Net Assets | \$ 33,493,201 |

2) FY 2015 Ending Unrestricted Net Assets (Estimates) is comprised of the following:

| | | |
|---|------------|--|
| Des. for Debt Service (Rental Car Facility) | \$ 112,418 | (\$158,293.79 + \$200 est interest - \$46,075 reserve = \$112,418 est) |
| Des. for Maintenance (Rental Car Facility) | \$ 75,767 | (\$75,767 + or - year-end adjustment) |
| Reserve for Encumbrances | | (estimated encumbrances carried forward to FY16) |
| Undesignated Retained Earnings | \$ 604,428 | |
| | \$ 792,613 | |

May 26, 2015

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

RE: March 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 March 31, 2015 for FY 2015. The financial spreadsheet provides comparative year to date data for the same period of FY 2014.

REVENUES

Charges for Services

Revenue in this category for the third quarter of FY 2015 is \$965,078 or 56.8% of the budget, which is consistent with previous years.

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 for the third quarter of FY 2015 are \$841,671 or 76.9% of the budget.

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 2015 are \$25,230 or 56.1% of the budget.

EXPENDITURES

Overall expenditures for the third quarter of FY 2015 were \$1,859,564 and are within budget. Allocated costs for the contracting localities through the third quarter of FY 2015 were approximately 75%; Lynchburg's allocated share is approximately 25%.

Juvenile Population

The average number of juveniles being served per day through the third quarter of FY 2015 is 19.49 as compared to 18.36 in FY 2014. The percentage of Lynchburg City's juveniles through the third quarter is 54% of the total juvenile population.

SUMMARY

The third quarter report reflects a deviation from the 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 Human Services

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

**Lynchburg Regional Juvenile Detention Center
Special Revenue Fund
Financial Summary
Second Quarter: As of March 31, 2015**

| | FY 2014 Amended Budget | FY 2014 Actual 3 QTR YTD | FY 2014 % of Budget | FY 2015 Amended Budget | FY 2015 Actual 3 QTR YTD | FY 2015 % of Budget | FY 2015 Actual to Amended |
|---|---------------------------------------|---|------------------------------------|---------------------------------------|---|------------------------------------|--|
| <i>Beginning Funds at July 1</i> | | | | | | | |
| <i>Revenues:</i> | | | | | | | |
| Charges for Services | 1,676,322 | 933,487 | 55.7% | 1,698,058 | 965,078 | 56.8% | 732,980 |
| Intergovernmental- Department of Juvenile Justice Block Grant | 1,095,120 | 805,848 | 73.6% | 1,095,120 | 841,671 | 76.9% | 253,449 |
| Intergovernmental- USDA | 45,000 | 23,577 | 52.4% | 45,000 | 25,230 | 56.1% | 19,770 |
| Miscellaneous | 0 | 32 | 0.0% | 0 | 87 | 0.0% | (87) |
| Budget Designations | 100,842 | 0 | 0.0% | 115,641 | 0 | 0.0% | 115,641 |
| <i>Total Revenues</i> | 2,917,284 | 1,762,944 | 60.4% | 2,953,819 | 1,832,066 | 62.0% | 1,121,753 |
| <i>Expenditures:</i> | | | | | | | |
| Salaries | 1,412,955 | 1,052,860 | 74.5% | 1,449,991 | 999,263 | 68.9% | 450,728 |
| Employee Benefits | 582,715 | 431,113 | 74.0% | 595,783 | 411,494 | 69.1% | 184,289 |
| Contractual Services | 53,836 | 33,202 | 61.7% | 50,585 | 35,718 | 70.6% | 14,867 |
| Internal Services | 11,900 | 8,512 | 71.5% | 12,043 | 8,435 | 70.0% | 3,608 |
| Supplies and Materials | 130,170 | 62,356 | 47.9% | 130,170 | 73,606 | 56.5% | 56,564 |
| Utilities | 85,800 | 54,177 | 63.1% | 85,800 | 58,957 | 68.7% | 26,843 |
| Training and Conferences | 3,050 | 951 | 31.2% | 3,050 | 3,040 | 99.7% | 10 |
| Telecommunications | 4,500 | 2,199 | 48.9% | 4,500 | 1,959 | 43.5% | 2,541 |
| Postage and Mailing | 850 | 533 | 62.7% | 850 | 329 | 38.7% | 521 |
| Indirect Costs | 237,218 | 177,914 | 75.0% | 250,435 | 187,826 | 75.0% | 62,609 |
| Self Insurance | 15,752 | 11,814 | 75.0% | 15,752 | 11,814 | 75.0% | 3,938 |
| Dues and Memberships | 500 | 355 | 71.0% | 500 | 435 | 87.0% | 65 |
| Rentals and Leases | 2,492 | 1,470 | 59.0% | 4,373 | 1,501 | 34.3% | 2,872 |
| Site Improvements | 0 | 0 | 0.0% | 0 | 0 | 0.0% | - |
| Health and Dental Benefits for Retirees | 28,144 | 21,565 | 76.6% | 28,215 | 22,399 | 79.4% | 5,816 |
| Professional Services | 6,721 | 3,537 | 52.6% | 6,796 | 3,595 | 52.9% | 3,201 |
| SpecialUseEquipment | 0 | 0 | 0.0% | 0 | 0 | 0.0% | - |
| Debt Service | 183,681 | 17,191 | 9.4% | 178,407 | 13,963 | 7.8% | 164,444 |
| USDA Grant | 45,000 | 23,577 | 52.4% | 45,000 | 25,230 | 56.1% | 19,770 |
| Capital Outlay | 2,000 | 0 | 0.0% | 2,000 | 0 | 0.0% | 2,000 |
| Budget Designations | 100,000 | 0 | 0.0% | 79,569 | 0 | 0.0% | 79,569 |
| Contingency | 10,000 | 0 | 0.0% | 10,000 | 0 | 0.0% | 10,000 |
| <i>Total Expenditures</i> | 2,917,284 | 1,903,326 | 65.2% | 2,953,819 | 1,859,564 | 63.0% | 1,094,255 |
| <i>TOTAL FUND BALANCE</i> | | | | | | | |
| | 0 | (140,382) | | 0 | (27,498) | | |
| <i>TOTAL ASSIGNED FUND BALANCE Maint./Equipment</i> | | | | | | | |
| | 100,000 | 100,000 | | 100,000 | 100,000 | | |

May 26, 2015

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: Comprehensive Services Act (CSA) Fund Financial Report for the period ending March 31, 2015.

The attached CSA Fund Financial Summary summarizes the financial activity for this Fund through March 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 2015.

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 2015) are provided by the State each year, and have been received in full. A local match is required for all state funds received. Reimbursements received for expenditures incurred through the third quarter of FY 2015 are \$1,552,730. An additional \$320,043 in revenues for this quarter have been requested but not yet received.

- 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 2015 the budgeted School contribution is \$196,541 and the year-to-date budgeted General Fund contribution is \$1,238,852. For the third quarter of FY 2015, local matching funds for programs in the amount of \$929,139 or 75% of the budget for the General Fund and \$147,406 or 75% of the budget for Schools have been received.

- Miscellaneous Revenue

Miscellaneous revenues in the amount of \$32,773 or 29.8% of the budget were collected for the third quarter of 2015. 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 when possible.

EXPENSES

- Administrative expenses

CSA Administrative funds are used for salaries, supplies, and materials. Budgeted funds for FY 2015 are \$64,564. Actual YTD administrative expenditures for FY 2015 were \$43,713 or 67.7% 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. In February 2013, all VEMAT rates were automatically reduced statewide. Year-to-date foster care expenditures for the third quarter of FY 2015 totaled \$1,593,101 or 56.8% of the budget. Expenditures are slightly 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 2015 YTD total \$1,113,093 or 71.1% of the budget. It is anticipated that this budget line will be fully expended.

- 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 2015 were \$187,438 or 49.9% of the budget. 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 third quarter of FY 2015 were \$219,810 or 87% of the budget. Expenditures are slightly above budget estimates due to increased utilization of these services.

SUMMARY

The Comprehensive 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 for FY 2015. 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 develop services in an effort to reduce cost.

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
Courtney Blankenstein, Financial Professional III

**Comprehensive Services Act
Special Revenue Fund
Financial Summary
March 31, 2015**

| | FY 2014 | FY 2014 | FY 2014 | FY 2015 | FY 2015 | FY 2015 |
|--|---------------------------|-------------------------------|------------------------|---------------------------|-------------------------------|------------------------|
| | Amended Budget | Actual 3rd QTR YTD | % of Budget | Amended Budget | Actual 3rd QTR YTD | % of Budget |
| <i>Beginning Fund Balance</i> | 329,544 | 466,552 | | 466,552 | 423,104 | |
| <i>Revenues:</i> | | | | | | |
| Public Assistance - Welfare and Administration | 3,517,467 | 1,189,877 | 33.8% | 3,517,404 | 1,552,730 | 44.1% |
| Transfer from Lynchburg City Schools | 196,541 | 147,406 | 75.0% | 196,541 | 147,406 | 75.0% |
| Transfer from General Fund | 1,238,852 | 929,139 | 75.0% | 1,238,852 | 929,139 | 75.0% |
| Miscellaneous | 110,000 | 44,936 | 40.9% | 110,000 | 32,773 | 29.8% |
| <i>Total Revenues</i> | 5,062,860 | 2,311,358 | 45.7% | 5,062,797 | 2,662,047 | 52.6% |
| <i>Expenses:</i> | | | | | | |
| Administrative Expenses | 62,977 | 45,673 | 72.5% | 64,564 | 43,713 | 67.7% |
| Mandated - Foster Care | 2,723,805 | 1,271,027 | 46.7% | 2,803,655 | 1,593,101 | 56.8% |
| Mandated - Special Education | 1,650,000 | 974,704 | 59.1% | 1,566,000 | 1,113,093 | 71.1% |
| Non-Mandated Services | 375,836 | 162,556 | 43.3% | 375,836 | 187,438 | 49.9% |
| Community Based | 250,242 | 173,356 | 69.3% | 252,742 | 219,810 | 87.0% |
| <i>Total Expenditures</i> | 5,062,860 | 2,627,316 | 51.9% | 5,062,797 | 3,157,155 | 62.4% |
| | | | | | | |
| <i>ENDING FUND BALANCE</i> | 329,544 | 150,594 | | 466,552 | (72,004) | |

May 26, 2015

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

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

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

REVENUES

Following the completion of the third quarter, overall revenues for FY 2015 are projected to exceed the FY 2015 budget by \$174,443 (1.19%). Explanations follow:

- **Charges for Services:**

Revenue in this category is expected to be \$159,800 (1.37%) over budget mostly due to slightly higher than anticipated revenue in account charges, water connections and availability fees.

- **Water Contracts:**

This revenue account reflects billing activity to counties of Amherst, Bedford, and Campbell, and the industries of Rock-Tenn and Frito-Lay. The net revenue in this category is projected to be \$36,643 (1.38%) higher than budget mostly due to a slight increase in water consumption in Campbell County and Frito-Lay.

- **Interest and Other:**

Interest and other earnings are projected to be \$22,000 (7.52%) less than budget mostly due to lower than expected earnings on investments.

EXPENSES

Overall expenses for FY 2015 are projected to be \$91,378 (.64%) more 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 \$462,298 (4.94%) less than the FY 2015 budget (Water Treatment - \$298,013 savings, Meter Operations - \$63,772 savings, Water Line Maintenance - \$24,251 savings, Administration - \$76,262 savings). This variance is broken down as follows:

| | |
|-----------------------------------|------------------|
| ➤ Personnel Services and Benefits | \$174,251 |
| ➤ Chemicals | \$173,618 |
| ➤ Communication and Utilities | \$110,837 |
| ➤ Contractual Services | (\$67,956) |
| ➤ Supplies and Materials | \$ 62,004 |
| ➤ All Other | <u>\$ 9,544</u> |
| Total | \$462,298 |

The most significant variance is savings from Personnel Services and Benefits related to several unfilled positions at the end of the quarter. Additionally, chemicals and electricity savings occur when James River water does not need to be pumped and treated. Due to wet weather conditions our water source has been exclusively on the Pedlar Reservoir. Outside any unusual events we anticipate using solely the Pedlar Reservoir through this fiscal year. Contractual Services is expected to go over budget mostly due to contracted services for Water Resources Department's portion of .Net implementation which was not fully completed in FY 2014.

• **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 \$19,290 (2.20%) over budget mostly due to one water line repair that resulted in meeting accounting criteria as a capital outlay due to costs and increasing estimated useful life of that line section.

• **Debt Service:**

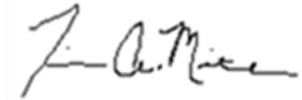
Expenditures in debt service are expected to be \$534,385 (13.92%) over budget. This is mainly attributed to the July 10, 2014 bond issue which included an additional principal and interest payment for FY 2015 which was not included in the original budget projections. Determination was made that

the fund could meet both debt coverage and fund balance ratios due to anticipated net income and cash position in the fund.

SUMMARY

This third quarter report reflects a stable FY 2015 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 1.33 compared to a target of 1.20. The fund balance ratio projected for the end of the fiscal year is 65% compared to a target range of 25% - 40%.

Respectfully submitted,



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

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

**WATER OPERATING FUND
FINANCIAL SUMMARY
Quarter Ending March 31, 2015**

| | FY 2014 Adopted Budget | FY 2014 Actual Q3 YTD | FY 2014 % of Budget | FY 2015 Adopted Budget | FY 2015 Actual Q3 YTD | FY 2015 % of Budget | FY 2015 Adopted Budget | FY 2015 Revised Estimate | FY 2015 \$ Variance Adopted Budget vs. Projected |
|---|---------------------------------------|--------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|------------------------------------|---------------------------------------|---|---|
| BEGINNING NET ASSETS | \$27,631,979 | \$27,631,979 | | \$33,038,746 | \$33,038,746 | | \$33,038,746 | \$33,038,746 | |
| Less: Invested in Capital Assets, net of related debt | (20,961,222) | (\$20,961,222) | | (25,346,980) | (25,346,980) | | (25,346,980) | (25,346,980) | |
| BEGINNING UNRESTRICTED NET ASSETS | 6,670,757 | \$6,670,757 | | \$7,691,766 | \$7,691,766 | | \$7,691,766 | \$7,691,766 | |
| REVENUES: | | | | | | | | | |
| Charges for services | \$10,599,129 | \$7,577,150 | 71% | \$11,652,558 | \$8,383,007 | 72% | \$11,652,558 | \$11,812,358 | \$159,800 |
| Water contracts | 2,744,836 | 1,711,989 | 62% | 2,654,950 | \$1,830,060 | 69% | 2,654,950 | \$2,691,593 | 36,643 |
| Interest and other | 282,211 | 283,424 | 100% | 292,482 | \$279,422 | 96% | 292,482 | \$270,482 | (22,000) |
| | \$13,626,176 | 9,572,563 | | \$14,599,990 | 10,492,489 | | \$14,599,990 | \$14,774,433 | \$174,443 |
| EXPENSES | | | | | | | | | |
| Departmental O&M | \$8,912,287 | \$5,911,886 | 66% | \$9,349,210 | 6,034,198 | 65% | \$9,349,210 | \$8,886,912 | \$462,298 |
| Non-departmental O&M | 202,713 | 71,774 | 35% | 229,600 | 75,373 | 33% | 229,600 | \$229,600 | \$0 |
| Capital Outlay/Purchases | 110,072 | 12,307 | 11% | 75,000 | 94,290 | 126% | 75,000 | \$94,290 | (\$19,290) |
| Transfers - Capital | 800,000 | 600,000 | 75% | 800,000 | 600,000 | 75% | 800,000 | \$800,000 | \$0 |
| Debt service | 3,685,632 | - | 0% | 3,839,779 | 2,850,435 | 74% | 3,839,779 | 4,374,164 | (\$534,385) |
| | \$13,710,704 | \$9,263,817 | | \$14,293,589 | \$9,654,296 | | \$14,293,589 | \$14,384,966 | (\$91,377) |
| Adjustment for expenses from capital projects | | \$0 | | | \$0 | | | \$0 | |
| ENDING NET ASSETS | \$6,586,229 | \$6,979,503 | | \$7,998,167 | \$8,529,959 | | \$7,998,167 | \$8,081,233 | |

KEY RATIOS:

| | |
|---|----------|
| Unrestricted cash target as a % of operating expenses & debt service: | 40% |
| Unrestricted cash as a % of operating expenses & debt service: | 65% |
| Financial Policy targeted debt coverage ratio minimum: | 1.20 |
| Ending debt coverage ratio: | 1.33 (1) |

Note (1) Calculation of debt coverage includes \$160,000 of capitalizable costs for internal labor charges applicable to time spent on capital project activities.

May 26, 2015

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

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

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

REVENUES

Following the completion of the third quarter, overall revenues for FY 2015 are projected to exceed the FY 2015 budget by \$774,502 (3.76%). Explanations follow:

- **Charges for Services:**

Revenue in this category is expected to be \$341,000 (1.99%) over budget mostly due to higher than anticipated Sewer Sales – Inside City of \$467,500 and Account Charges of \$47,000 which is offset by lower than expected sales for Industrial Surcharges of \$207,000. Lower sales in Industrial Surcharges are primarily attributable to one industry having significantly less waste strength in their tested sewer collections.

- **Sewer Contracts:**

Revenue in this category reflects the billing activity in counties of Amherst, Bedford, and Campbell and industries of Rock-Tenn and Frito-Lay. Revenue from this source is projected to be \$430,725 (12.94%) more than budget primarily due to one county making a large prepayment of their long-term debt for city financed Wastewater Treatment Plant Projects and higher than anticipated sewer sales from Rock-Tenn and Frito-Lay.

- **Interest and Other:**

Revenue in this category is projected to be \$2,777 (3.69%) higher than budget mostly attributable to higher than expected Collection and Tax Lien Fees.

EXPENSES

Overall expenses for FY 2015 are projected to be \$12,238 (.06%) more 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 \$58,866 (.60%) less than the FY 2015 budget (due to combination of Wastewater Treatment Plant savings of \$106,154 offset by Sewer Line Maintenance over its projected budget by \$47,288). This variance is broken down as follows:

| | |
|-----------------------------------|-------------------|
| ➤ Personnel Services and Benefits | \$ 60,206 |
| ➤ Chemicals | \$ 52,815 |
| ➤ Utilities | (\$ 77,000) |
| ➤ Sludge Disposal | \$ 60,000 |
| ➤ Contractual Services | (\$154,351) |
| ➤ Supplies and Materials | (\$ 42,420) |
| ➤ All Other | <u>\$ 159,616</u> |
| Total | \$58,866 |

The most significant savings was in the All Other category. A savings of \$65,305 is from Virginia Nutrient Credit Exchange Association. An additional \$97,310 savings derives from Internal Service Charges due to lower fuel costs and vehicle leasing when vehicles are repaired for an extended period of time. Other savings include Personnel Services and Benefits related to several unfilled positions. Increases to Contractual Services are primarily related to the following factors: 1) \$43,750 for additional sanitary sewer system maintenance and preventative programs necessary to minimize sanitary sewer overflows 2) Increased costs of \$35,000 for line protection services, and 3) \$25,000 for engineering and legal services. Additional costs of Utilities are mostly attributable to increased wet-weather flows to Wastewater Treatment Plant. Supplies and Materials are expected to exceed budget due to significantly higher than average annual repairs.

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

Non-Departmental Operational and Maintenance Expenses are expected to be at budget.

• **Debt/LOC Service Payments**

Expenditures in debt service are expected to be \$261,330 over budget. This is attributable to the July 10, 2014 bond issuance which included an additional principal and interest payment for FY 2015 which was not included in the original budget projections. Determination was made that the fund could meet both debt service and fund balance ratios due to anticipated net income and cash position in the fund.

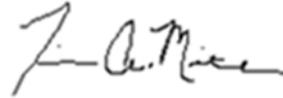
- **Capital Outlay and Transfers to Other Funds**

Capital Outlay and Transfers to Other Funds are anticipated to be \$190,226 (8.20%) under budget. This is mostly due to allowing the costs of one of the plant centrifuges to be incurred in the Sewer Capital Fund to insure proper capitalization for accounting purposes. Transfers to Other Funds are expected to be at budget.

SUMMARY

This third quarter report reflects a stable FY 2015 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 39% compared to a target range 15% to 25%.

Respectfully submitted,



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

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

**SEWER OPERATING FUND
FINANCIAL SUMMARY
Quarter Ending March 31, 2015**

| | FY 2014 Adopted Budget | FY 2014 Actual Q3 YTD | FY 2014 % of Budget | FY 2015 Adopted Budget | FY 2015 Actual Q3 YTD | FY 2015 % of Budget | FY 2015 Adopted Budget | FY 2015 Revised Estimate | FY 2015 \$ Variance Adopted Budget vs. Projected |
|---|---------------------------------------|--------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|------------------------------------|---------------------------------------|---|---|
| BEGINNING NET ASSETS (1) | \$118,680,799 | \$118,680,799 | | \$136,833,798 | \$136,833,798 | | \$136,833,798 | \$136,833,798 | |
| Less: Invested in Capital Assets, net of related debt | (107,598,364) | (107,598,364) | | (129,047,540) | (129,047,540) | | (129,047,540) | (129,047,540) | |
| BEGINNING UNRESTRICTED NET ASSETS | \$11,082,435 | \$11,082,435 | | \$7,786,258 | \$7,786,258 | | 7,786,258 | \$7,786,258 | |
| REVENUES: | | | | | | | | | |
| Charges for services | \$16,721,214 | \$11,887,548 | 71% | \$17,170,636 | 11,946,467 | 70% | \$17,170,636 | \$17,511,636 | \$341,000 |
| Sewer contracts | 2,916,305 | 1,706,712 | 59% | 3,327,630 | 2,433,119 | 73% | 3,327,630 | 3,758,355 | 430,725 |
| Interest and other | 91,953 | 83,082 | 90% | 75,344 | 70,001 | 93% | 75,344 | 78,121 | 2,777 |
| | \$19,729,472 | \$13,677,342 | | \$20,573,610 | 14,449,587 | | \$20,573,610 | \$21,348,112 | \$774,502 |
| EXPENSES: | | | | | | | | | |
| Departmental O&M | \$9,087,931 | \$6,603,086 | 73% | \$9,792,683 | 6,999,499 | 71% | \$9,792,683 | \$9,733,817 | \$58,866 |
| Non-departmental O&M | 200,062 | 85,407 | 43% | 238,200 | 90,820 | 38% | \$238,200 | 238,200 | 0 |
| Equipment Purchases | 175,209 | 21,638 | 12% | 320,000 | - | 0% | \$320,000 | 129,774 | 190,226 |
| Transfers - Capital | 2,250,000 | 1,875,000 | 83% | 2,000,000 | 1,500,000 | 75% | \$2,000,000 | 2,000,000 | 0 |
| Debt service | 8,616,567 | 5,041,133 | 59% | 8,961,298 | 5,423,199 | 61% | 8,961,298 | 9,222,628 | (261,330) |
| | \$20,329,769 | \$13,626,264 | | \$21,312,181 | 14,013,519 | | \$21,312,181 | \$21,324,419 | (\$12,238) |
| Adjustment for expenses from capital projects | | \$0 | | | \$0 | | | (\$36,140) | |
| ENDING NET ASSETS | \$10,482,138 | \$11,133,513 | | \$7,047,687 | \$8,222,326 | | \$7,047,687 | \$7,773,811 | |

KEY RATIOS:

| | |
|---|----------|
| Unrestricted cash target as a % of operating expenses & debt service: | 25% |
| Unrestricted cash as a % of operating expenses & debt service: | 39% |
| Financial Policy targeted debt coverage minimum: | 1.20 |
| Ending debt coverage: | 1.25 (1) |

Note (1) Calculation of debt coverage includes \$145,000 of capitalizable costs for internal labor charges applicable to time spent on capital project activities.

May 26, 2015

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

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

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

REVENUES

Following the completion of the third quarter, the overall revenues for FY 2015 are projected to be \$40,150 (1.15%) over budget. Explanations follow:

- **Charges for Services:**

Revenue in this category reflects billing activity for all known impervious areas, Virginia Stormwater Management Program (VSMP) permits and delinquent charges on past due accounts. Charges for services are expected to increase \$40,150 (1.25%) primarily due to higher than anticipated fees collected by Department of Environmental Quality (DEQ) for the renewal of Virginia Stormwater Management Program (VSMP) permits for active projects before July 1, 2014. All 2009 VSMP Permits expired June, 30 2014 thus requiring renewal through DEQ for coverage under the new VSMP Permit effective July 1, 2014. This was required for existing projects to maintain permit coverage under the prior stormwater management technical criteria.

- **Transfers, Interest and Other**

The transfer from the General Fund, interest and other revenues are expected to be at budget.

EXPENSES

Overall expenses for FY 2015 are projected to be \$212,216 (5.66%) 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 \$185,893 (8.17%) less than budget. Explanations of this variance as follows:

| | |
|--|------------------|
| ➤ Contractual Services | \$198,379 |
| ➤ Internal Service Charges and Fuel | (\$ 7,090) |
| ➤ Public Works and Community Development | (\$18,486) |
| ➤ All Other | <u>\$13,090</u> |
| Total | \$185,893 |

The most significant savings is for Contractual Services due to a projected decrease in maintenance and repair services and legal and engineering services. The original budget was established to accommodate new and unknown stormwater requirements that would be announced after the FY 2015 budget submission. The increased expenses for Internal Service Charges and Fuel were mostly attributable to higher than expected repair costs to a 2011 Vac-con truck. Public Works and Community Development anticipated costs are higher than budget mostly due to increased labor used for leaf collection.

- **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.

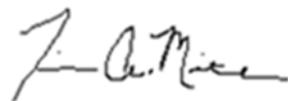
- **Capital Outlay and Transfers to Other Funds**

Capital Outlay and Transfers to Other Funds are expected to be \$26,323 (1.82%) under budget. A new Vac-con Truck budgeted for \$400,000 was \$373,677. Transfers to Other Funds are expected to be at budget.

SUMMARY

This first quarter report reflects a stable FY 2015 financial position for the fund at this time. The fund balance ratio projected for the end of the fiscal year is 30%.

Respectfully submitted,



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

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

**STORMWATER OPERATING FUND
FINANCIAL SUMMARY
Quarter Ending March 31, 2015**

| | FY 2014 Adopted Budget | FY 2014 Actual Q3 YTD | FY 2014 % of Budget | FY 2015 Adopted Budget | FY 2015 Actual Q3 YTD | FY 2015 % of Budget | FY 2015 Adopted Budget | FY 2015 Revised Estimate | FY 2015 \$ Variance Adopted Budget vs. Projected |
|---|---------------------------------------|--------------------------------------|------------------------------------|---------------------------------------|--------------------------------------|------------------------------------|---------------------------------------|---|---|
| BEGINNING NET ASSETS | \$1,607,940 | \$1,607,940 | | \$1,300,413 | \$1,300,413 | | \$1,300,413 | \$1,300,413 | |
| Less: Invested in Capital Assets, net of related debt | 0 | 0 | | 0 | 0 | | 0 | 0 | |
| BEGINNING UNRESTRICTED NET ASSETS | \$1,607,940 | \$1,607,940 | | \$1,300,413 | \$1,300,413 | | \$1,300,413 | \$1,300,413 | |
| REVENUES: | | | | | | | | | |
| Charges for services | \$3,132,000 | \$2,156,779 | 69% | \$3,218,850 | \$2,255,873 | 70% | \$3,218,850 | \$3,259,000 | \$40,150 |
| Interest and other | 0 | 0 | | 5,000 | 299 | 6% | 5,000 | 5,000 | 0 |
| Transfers | 650,000 | 325,000 | 50% | 275,000 | 137,500 | 50% | 275,000 | 275,000 | 0 |
| | \$3,782,000 | \$2,481,779 | | \$3,498,850 | 2,393,672 | | \$3,498,850 | \$3,539,000 | \$40,150 |
| EXPENSES: | | | | | | | | | |
| Departmental O&M | \$3,047,172 | \$1,861,091 | 61% | \$2,275,230 | \$1,527,253 | 67% | \$2,275,230 | \$2,089,337 | \$185,893 |
| Non-departmental O&M | 71,900 | 3,838 | 5% | 25,800 | 4,730 | 18% | 25,800 | 25,800 | 0 |
| Equipment Purchases | 0 | 0 | | 400,000 | 373,677 | 93% | 400,000 | 373,677 | 26,323 |
| Transfers - Capital | 1,350,000 | 1,162,500 | 86% | 1,050,000 | 787,500 | 75% | 1,050,000 | 1,050,000 | 0 |
| Transfers - Sewer Operating | 0 | 0 | | 0 | 0 | | 0 | 0 | 0 |
| Debt service | 0 | 0 | | 0 | 0 | | 0 | 0 | 0 |
| | \$4,469,072 | \$3,027,429 | | \$3,751,030 | \$2,693,160 | | \$3,751,030 | \$3,538,814 | \$212,216 |
| Adjustment for expenses from capital projects | | \$0 | | | \$0 | | | \$0 | |
| ENDING NET ASSETS | \$920,868 | \$1,062,290 | | \$1,048,233 | \$1,000,925 | | \$1,048,233 | \$1,300,599 | |

KEY RATIOS:

Projected unrestricted cash as a % of operating expenses at year end 30%

May 26, 2015

Finance Committee
City Council
City of Lynchburg
Lynchburg, Virginia

Re: March 31, 2015 Quarterly Report - General Fund

Attached is the Financial Summary for the General Fund (Fund) for the period ending March 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, there have been three installments for FY 2015 billed, and revenue of \$42,474,149 collected. This revenue is 79.6% of the FY 2015 amended budget of \$53,357,839.

- Personal Property Taxes:

Personal Property tax revenue for FY 2015 is \$119,736 less than the amount collected through the third quarter of FY 2014, but remains on track with 53.4% 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; Lynchburg's share of this reimbursement is \$5,543,584. During the third quarter of FY 2015, the State reimbursed the City \$831,538 (15%), as scheduled. The final payment will be received in May 2015 (5%).

- Consumer Utility Taxes – Electric:

The third quarter FY 2015 revenue is slightly ahead of adopted budget projections by \$77,846 based on collections for nine months. Staff is monitoring this revenue and providing the Finance Committee with monthly updates related to Consumer Utility Taxes.

- Communications Sales and Use Taxes:

Communications Sales and Use tax revenue collected is on pace with the FY 2015 revised budget projection based on collections for nine months.

- Local Sales Tax:

Sales tax revenue is ahead of the FY 2015 adopted budget projection by \$1,017,285 through nine months of collections. Midway through the year revenues are evaluated to determine if projections should be revised up or down; based on staff analysis Sales tax revenue projections were increased by \$1.0 million. With one quarter left in the fiscal year, this revenue should finish the year on par with the revised projection.

- Business License Tax:

Business License tax revenue collected through the third quarter of FY 2015 is \$1,582,240. 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. Collections remain on pace with FY 2014.

- Meals Tax:

Through nine months of collections, Meals tax revenue is ahead of the FY 2015 adopted budget projection by \$960,775. Midway through the year revenues are evaluated to determine if projections should be revised up or down; based on staff analysis Meals tax revenue projections were increased by \$1.1 million. With one quarter left in the fiscal year, this revenue should finish the year on par with the revised projection.

- Lodging Tax:

Lodging tax revenue is ahead of the FY 2015 adopted budget projection by \$161,329 through nine months of collections. Midway through the year revenues are evaluated to determine if projections should be revised up or down; based on staff analysis Lodging tax revenue projections were increased by \$200,000. With one quarter left in the fiscal year, this revenue should finish the year on par with the revised projection.

- Permit, Fees, and Licenses:

Permit, Fees, and Licenses is slightly behind the FY 2015 budget projection by 0.6%, or \$4,148.

- Fines and Forfeitures:

Fines and Forfeitures revenue is slightly behind the budget projection for FY 2015 by 4.7%, or \$20,634.

- Interest on Investments:

Investment income is ahead of the budget projection for FY 2015 by \$15,225 due to cautious budgeting and investment performance better than expected.

- Charges for Services:

Charges for Services revenue is 8.6%, or \$358,386, ahead of the budget projection for FY 2015, primarily due to sales of the new trash bags, trash decals, and police off duty income.

DEDICATED REVENUES

Intergovernmental Revenues are 7.0%, or \$1,493,077, ahead of the FY 2015 budget projection. The timing of reimbursements from the State causes this revenue source to be slightly ahead, or slightly behind, the yearly projection. At present, this includes funding for constitutional officers, human services, and highway maintenance.

EXPENDITURES

- Operating Expenditures:

The percentage of operating expenditures spent through the third quarter of FY 2015, 73.3%, is on target with budget projections.

- Debt Service:

Debt Service expenditures are on pace with FY 2015 budget projections.

SUMMARY

This report represents nine 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,



Donna S. Witt
Director of Financial Services

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

**GENERAL FUND
FINANCIAL SUMMARY
As of March 31, 2015**

| | FY 2014 | FY 2014 | FY 2014 | | FY 2015 | FY 2015 | FY 2015 | FY 2015 | FY 2015 Amnd |
|--|-----------------------|-----------------------|------------------------|--------------|-----------------------|-----------------------|-----------------------|------------------------|----------------------|
| | Adopted Budget | Amended Budget | FY 2014 Actual 3rd Qtr | | % of Budget | Adopted Budget | Amended Budget | FY 2015 Actual 3rd Qtr | % of Budget |
| | As of 3/31/14 | | | | As of 3/31/15 | | | | |
| BEGINNING BALANCE | | | | | | | | | |
| UNASSIGNED | \$ 22,744,259 | \$ 22,744,259 | \$ 31,673,717 | | \$ 24,439,822 | \$ 24,439,822 | \$ 33,878,500 | | |
| REVENUES: | | | | | | | | | |
| Non-Dedicated Revenues | | | | | | | | | |
| Real Property | 52,518,784 | 52,518,784 | 41,922,987 | 79.8% | 53,357,839 | 53,357,839 | 42,474,149 | 79.6% | 10,883,690 |
| Personal Property -Local | 15,805,000 | 15,805,000 | 8,558,296 | 54.1% | 15,805,000 | 15,805,000 | 8,438,560 | 53.4% | 7,366,440 |
| Public Service Corp | 2,330,000 | 2,330,000 | 2,313,631 | 99.3% | 2,300,000 | 2,300,000 | 2,268,797 | 98.6% | 31,203 |
| Consumer Utility Taxes | 4,185,000 | 4,185,000 | 3,048,740 | 72.8% | 4,250,000 | 4,250,000 | 3,019,300 | 71.0% | 1,230,700 |
| Communication Sales and Use Taxes | 3,462,621 | 3,462,621 | 1,983,631 | 57.3% | 3,450,000 | 3,450,000 | 1,973,985 | 57.2% | 1,476,015 |
| Local Sales Tax | 13,440,973 | 13,440,973 | 7,994,644 | 59.5% | 13,600,000 | 13,600,000 | 8,806,137 | 64.8% | 4,793,863 |
| Business License | 7,199,604 | 7,199,604 | 1,587,372 | 22.0% | 7,542,720 | 7,542,720 | 1,582,240 | 21.0% | 5,960,480 |
| Meals Tax | 11,785,000 | 11,785,000 | 8,224,361 | 69.8% | 12,100,000 | 12,100,000 | 8,747,639 | 72.3% | 3,352,361 |
| Delinquent Taxes/Penalties | 2,978,500 | 2,978,500 | 2,933,211 | 98.5% | 3,576,000 | 3,576,000 | 2,911,844 | 81.4% | 664,156 |
| Other Local Taxes | 2,578,947 | 2,578,947 | 1,910,664 | 74.1% | 2,638,947 | 2,638,947 | 1,801,722 | 68.3% | 837,225 |
| Motor Vehicle License | 1,413,142 | 1,413,142 | 184,534 | 13.1% | 1,475,000 | 1,475,000 | 181,720 | 12.3% | 1,293,280 |
| Bank Stock Tax | 650,000 | 650,000 | 262 | 0.0% | 650,000 | 650,000 | (73,712) | -12.8% | 650,000 |
| Lodging Tax | 1,700,000 | 1,700,000 | 1,338,257 | 78.7% | 1,800,000 | 1,800,000 | 1,256,080 | 69.8% | 543,920 |
| Permit, Fees & Licenses | 783,900 | 783,900 | 670,305 | 85.5% | 931,150 | 931,150 | 694,214 | 74.6% | 236,936 |
| Fines and Forfeitures | 591,000 | 591,000 | 425,569 | 72.0% | 586,000 | 586,000 | 418,866 | 71.5% | 167,134 |
| Interest on Investments | 120,762 | 120,762 | 173,304 | 143.5% | 146,600 | 146,600 | 125,175 | 85.4% | 21,425 |
| Use of Property | 361,064 | 361,064 | 317,517 | 87.9% | 369,264 | 369,264 | 334,286 | 90.5% | 34,978 |
| Charges for Services | 6,226,657 | 6,226,657 | 4,416,808 | 70.9% | 5,532,529 | 5,532,529 | 4,507,783 | 81.5% | 1,024,746 |
| Misc. Revenue | 229,500 | 229,500 | 457,370 | 199.3% | 226,900 | 226,900 | 456,626 | 201.2% | (229,726) |
| Revenue from Lynchburg City Schools | - | - | - | 0.0% | - | - | - | 0.0% | - |
| Intergovernmental Revenues | | | | | | | | | |
| Personal Property -State | 5,543,584 | 5,543,584 | 5,266,405 | 95.0% | 5,543,584 | 5,543,584 | 5,266,405 | 95.0% | 277,179 |
| Other | 505,000 | 505,000 | 466,329 | 92.3% | 604,000 | 604,000 | 438,336 | 72.6% | 165,664 |
| Total Non-Dedicated Revenues | 134,409,038 | 134,409,038 | 94,194,197 | 70.1% | 136,485,533 | 136,411,821 | 95,630,152 | 70.1% | \$ 40,781,669 |
| Dedicated Revenues | | | | | | | | | |
| Local | | | | | | | | | |
| Indirect Costs and Services from Enterprise Funds | 1,992,237 | 1,992,237 | 1,494,178 | 75.0% | 2,702,138 | 2,702,138 | 2,025,096 | 74.9% | 677,042 |
| Other | 1,224,196 | 1,224,196 | 713,858 | 58.3% | 931,200 | 927,950 | 768,760 | 82.8% | 159,190 |
| Intergovernmental Revenues | | | | | | | | | |
| Constitutional Officers | 2,975,787 | 3,026,590 | 1,966,778 | 65.0% | 3,047,794 | 3,047,794 | 1,974,895 | 64.8% | 1,072,899 |
| Human Services | 14,277,317 | 14,277,317 | 9,807,949 | 68.7% | 14,498,237 | 14,498,237 | 10,087,105 | 69.6% | 4,411,132 |
| House Bill 599 | 2,930,790 | 2,930,790 | 2,198,094 | 75.0% | 3,054,362 | 3,054,362 | 2,059,597 | 67.4% | 994,765 |
| Aid to the Commonwealth of Virginia | - | - | - | 0.0% | - | - | - | 0.0% | - |
| Highway Maintenance | 7,192,968 | 7,192,968 | 4,871,074 | 67.7% | 7,114,754 | 7,114,754 | 7,982,953 | 112.2% | (868,199) |
| Other | 705,326 | 705,326 | 676,503 | 95.9% | 687,233 | 768,531 | 751,285 | 97.8% | 17,246 |
| Total Intergovernmental Revenues | 28,082,188 | 28,132,991 | 19,520,398 | 69.4% | 28,402,380 | 28,483,678 | 22,855,835 | 80.2% | 5,627,843 |
| Interfund Transfers | - | - | - | - | - | 249,861 | 250,036 | - | 250,036 |
| Total Dedicated Revenues | 31,298,621 | 31,349,424 | 21,728,434 | 69.3% | 32,035,718 | 32,363,627 | 25,899,727 | 80.0% | \$ 6,463,900 |
| Total Revenues | \$ 165,707,659 | \$ 165,758,462 | \$ 115,922,631 | 69.9% | \$ 168,521,251 | \$ 168,775,448 | \$ 121,529,879 | 72.0% | \$ 47,245,569 |
| Other Financing Sources | | | | | | | | | |
| Proceeds from Refunding Bonds | | 57,469 | 57,468 | | | 14,614,036 | 14,677,359 | | |
| Use of Fund Balance & Reserves | | | | | | | | | |
| Unclassify FY13 fund balance | | | 1,113,041 | | | | 613,376 | | |
| FY14 Budget reserves | | | 992,570 | | | | | | |
| 1/13/15 Council #2 trans to LCS | | | | | | | 2,648,287 | | |
| 1/13/15 Council #1 HHS FFE | | | | | | | 100,000 | | |
| 10/23/13 \$10M GO Bond | | | 377,229 | | | | | | |
| Remove assignments | | | 34,498 | | | | | | |
| Return fund balance | | | 507,487 | | | | | | |
| 1/14/14 Council #8 | | | 589,731 | | | | | | |
| 7/9/13 Council #8 | | | 1,185,000 | | | | | | |
| Debt Service - CVRRB | | | | | | | 5,929 | | |
| Fire Equipment | | | | | | | 100,000 | | |
| Debt Service - SW | | | | | | | 254,324 | | |
| Recreation Programs | | | | | | | 91,957 | | |
| Pub Safety Comp Adj | | | | | | | 13,968 | | |
| 6/24/14 Council #8 | | | | | | | 115,713 | | |
| 6/24/14 Council #9 | | | | | | | 83,765 | | |
| 9/9/14 Council #3 | | | | | | | 135,720 | | |
| 9/9/14 Council #4 | | | | | | | 4,000 | | |
| Close T0226 | | | | | | | (9,380) | | |
| 11/26/13 Council #2 | | | 246,724 | | | | | | |
| Corr Law Library reserve | | | 5,160 | | | | | | |
| 9/24/13 Council #2 | | | 33,113 | | | | | | |
| 9/24/13 Council #2 | | | (500,000) | | | | | | |
| 10/28/14 Council #6 | | | | | | | 48,044 | | |
| FY14 Carry Forward | | | | | | | (222,855) | | |
| FY13 Carry Forward | | | 50,000 | | | | | | |
| Total Fund Balance, Revenues and Use of Fund Bal. | \$ 188,451,918 | \$ 188,560,190 | \$ 152,288,369 | | \$ 192,961,073 | \$ 207,829,306 | \$ 174,068,586 | | |

**GENERAL FUND
FINANCIAL SUMMARY
As of March 31,2015**

| | FY 2014 Adopted Budget | FY 2014 Amended Budget | FY 2014 Actual 3rd Qtr 3/31/14 | FY 2014 % of Budget | FY 2015 Adopted Budget | FY 2015 Amended Budget | FY 2015 Actual 3rd Qtr 3/31/15 | FY 2015 % of Budget | FY 2015 Amnd Budget vs. Actual |
|--|---------------------------|---------------------------|-----------------------------------|---------------------------|---------------------------|---------------------------|-----------------------------------|---------------------------|--------------------------------------|
| BALANCE FORWARD | | | | | | | | | |
| Total Fund Balance, Revenues and Use of Fund Bal. | \$ 188,451,918 | \$ 188,560,190 | \$ 152,288,369 | | \$ 192,961,073 | \$ 207,829,306 | \$ 174,068,586 | | |
| EXPENDITURES | | | | | | | | | |
| Operating Expenditures - Departmental | | | | | | | | | |
| General Government | | | | | | | | | |
| Communications/Marketing | 434,163 | 446,274 | 249,569 | 55.9% | 440,131 | 467,295 | 298,743 | 63.9% | 168,552 |
| Customer Service Center | 116,065 | 118,834 | 83,073 | 69.9% | 119,327 | 121,229 | 80,179 | 66.1% | 41,050 |
| Local Government Channel | 204,814 | 209,848 | 162,871 | 77.6% | 185,240 | 187,829 | 127,443 | 67.9% | 60,386 |
| Council/Manager | 839,915 | 859,257 | 638,971 | 74.4% | 874,179 | 887,592 | 629,937 | 71.0% | 257,655 |
| Parking Management | 354,575 | 367,990 | 217,957 | 59.2% | 356,563 | 359,787 | 346,424 | 96.3% | 13,363 |
| Tourism | - | - | 104,099 | - | 997,297 | 1,001,169 | 560,581 | 56.0% | 440,588 |
| City Attorney | 634,939 | 651,504 | 476,685 | 73.2% | 663,076 | 674,671 | 476,155 | 70.6% | 198,516 |
| Self-Insurance (Risk Management) | 505,356 | 505,356 | 379,017 | 75.0% | 505,356 | 505,356 | 379,017 | 75.0% | 126,339 |
| State Treasurer | 148,249 | 150,677 | 109,661 | 72.8% | 148,454 | 149,295 | 103,627 | 69.4% | 45,668 |
| Comm of Revenue | 684,508 | 698,248 | 475,348 | 68.1% | 694,172 | 703,839 | 456,361 | 64.8% | 247,478 |
| City Assessor | 705,823 | 739,145 | 529,832 | 71.7% | 724,070 | 735,337 | 501,035 | 68.1% | 234,302 |
| Director of Finance | 636,969 | 663,002 | 481,513 | 72.6% | 646,466 | 667,492 | 462,315 | 69.3% | 205,177 |
| Billings & Collections | 1,257,745 | 1,291,104 | 918,061 | 71.1% | 1,286,735 | 1,303,664 | 891,763 | 68.4% | 411,901 |
| Procurement | 269,792 | 278,472 | 207,763 | 74.6% | 303,177 | 308,721 | 212,138 | 68.7% | 96,583 |
| Accounting | 815,216 | 901,387 | 633,674 | 70.3% | 830,219 | 909,031 | 611,800 | 67.3% | 297,231 |
| Budget | 159,090 | 163,461 | 120,270 | 73.6% | 163,519 | 166,517 | 116,967 | 70.2% | 49,550 |
| Human Services - Finance | 330,031 | 338,826 | 248,940 | 73.5% | 316,518 | 322,067 | 218,465 | 67.8% | 103,602 |
| Human Resources | 691,129 | 714,969 | 503,818 | 70.5% | 706,182 | 731,042 | 509,463 | 69.7% | 221,579 |
| Occupational Health Services | 121,174 | 121,405 | 73,696 | 60.7% | 120,334 | 139,318 | 89,811 | 64.5% | 49,507 |
| Application Services | 1,140,227 | 1,183,222 | 870,942 | 73.6% | 1,280,498 | 1,299,025 | 898,605 | 69.2% | 400,420 |
| Network Services | 1,336,261 | 1,369,095 | 1,001,197 | 73.1% | 1,344,302 | 1,366,411 | 905,355 | 66.3% | 461,056 |
| IT Administration | 455,949 | 475,490 | 320,307 | 67.4% | 445,066 | 460,249 | 295,675 | 64.2% | 164,574 |
| GIS | 267,015 | 272,558 | 202,432 | 74.3% | 264,287 | 268,285 | 194,915 | 72.7% | 73,370 |
| Registrar | 161,845 | 164,067 | 120,738 | 73.6% | 170,032 | 171,506 | 116,623 | 68.0% | 54,883 |
| Electoral Board | 58,257 | 58,257 | 41,958 | 72.0% | 43,869 | 43,869 | 37,333 | 85.1% | 6,536 |
| Judicial | | | | | | | | | |
| Circuit Court - Judge | 162,092 | 136,820 | 65,210 | 47.7% | 161,921 | 166,173 | 69,927 | 42.1% | 96,246 |
| General District Court | 62,550 | 63,150 | 45,040 | 71.3% | 68,723 | 81,665 | 41,435 | 50.7% | 40,230 |
| Juvenile & Domestic District Court | 15,409 | 16,723 | 8,252 | 49.3% | 15,409 | 20,430 | 8,050 | 39.4% | 12,380 |
| 24th Court Services Unit | 1,632 | 1,632 | 264 | 16.2% | 1,550 | 1,550 | 749 | 48.3% | 801 |
| Commonwealth Attorney | 1,406,739 | 1,477,915 | 1,094,346 | 74.0% | 1,472,119 | 1,483,910 | 1,038,234 | 70.0% | 445,676 |
| Comm Atty Fines & Fees Coll | 64,827 | 64,827 | 43,501 | 67.1% | 62,327 | 62,327 | 40,801 | 65.5% | 21,526 |
| Magistrates Office | 4,193 | 5,299 | 1,385 | 26.1% | 4,193 | 4,193 | 1,965 | 46.9% | 2,228 |
| Circuit Court - Clerk | 798,229 | 808,976 | 558,503 | 69.0% | 815,411 | 815,411 | 550,874 | 67.6% | 264,537 |
| Sheriff | 2,133,193 | 2,162,438 | 1,572,509 | 72.7% | 2,176,749 | 2,176,118 | 1,496,742 | 68.8% | 679,376 |
| Public Safety | | | | | | | | | |
| Police Operations | 14,960,872 | 15,186,964 | 11,426,685 | 75.2% | 15,206,219 | 15,536,685 | 11,166,159 | 71.9% | 4,370,526 |
| Animal Warden | 278,208 | 293,055 | 169,371 | 57.8% | 280,569 | 282,608 | 174,922 | 61.9% | 107,686 |
| Emergency Communications | 2,401,588 | 2,504,950 | 1,777,475 | 71.0% | 2,481,286 | 2,523,381 | 1,696,133 | 67.2% | 827,248 |
| Range Operations | 15,000 | 16,742 | 9,552 | 57.1% | 15,000 | 23,208 | 14,312 | 61.7% | 8,896 |
| Off Duty Employment | 525,000 | 525,000 | 501,319 | 95.5% | 550,000 | 550,692 | 611,566 | 111.1% | (60,874) |
| Fire Operations and EMS | 15,010,712 | 15,216,231 | 10,723,044 | 70.5% | 15,243,704 | 15,467,792 | 10,358,751 | 67.0% | 5,109,041 |
| TRT-Pier | 82,500 | 82,500 | 45,557 | 55.2% | 82,500 | 82,500 | 45,574 | 55.2% | 36,926 |
| Public Works | | | | | | | | | |
| Public Works Administration | 703,582 | 714,239 | 534,079 | 74.8% | 754,629 | 764,901 | 481,904 | 63.0% | 282,997 |
| Engineering | 3,262,738 | 3,401,231 | 2,270,735 | 66.8% | 3,356,005 | 3,433,894 | 2,378,279 | 69.3% | 1,055,615 |
| Street Maintenance | 3,191,810 | 3,296,116 | 2,130,041 | 64.6% | 3,142,424 | 3,204,580 | 2,011,287 | 62.8% | 1,193,293 |
| Snow Removal | 187,975 | 227,606 | 244,602 | 107.5% | 192,254 | 442,115 | 468,603 | 106.0% | (26,488) |
| Refuse Collection | 2,269,620 | 2,445,540 | 1,812,580 | 74.1% | 2,545,139 | 2,588,867 | 1,735,884 | 67.1% | 852,983 |
| Parks/Grounds Maintenance | 2,469,597 | 2,519,274 | 1,809,454 | 71.8% | 2,485,932 | 2,507,412 | 1,847,472 | 73.7% | 659,940 |
| Baseball Stadium Maintenance | 93,063 | 103,183 | 56,764 | 55.0% | 93,063 | 98,473 | 58,035 | 58.9% | 40,438 |
| Building Maintenance | 3,148,263 | 3,286,967 | 2,598,979 | 79.1% | 3,275,709 | 3,388,643 | 2,485,821 | 73.4% | 902,822 |
| Human Services Maintenance | 208,383 | 215,191 | 169,952 | 79.0% | 208,383 | 216,912 | 198,413 | 91.5% | 18,499 |
| Subtotal Est. Operating Expenditures - Departmental | \$ 65,786,882 | \$ 67,515,017 | \$ 48,841,591 | 72.3% | \$ 68,320,287 | \$ 69,875,036 | \$ 48,502,622 | 69.4% | \$ 21,372,414 |

**GENERAL FUND
FINANCIAL SUMMARY
As of March 31, 2015**

| | FY 2014 Adopted Budget | FY 2014 Amended Budget | FY 2014 Actual 3rd Qtr 3/31/14 | FY 2014 % of Budget | FY 2015 Adopted Budget | FY 2015 Amended Budget | FY 2015 Actual 3rd Qtr 3/31/15 | FY 2015 % of Budget | FY 2015 Amnd Budget vs. Actual |
|--|---------------------------|---------------------------|-----------------------------------|---------------------------|---------------------------|---------------------------|-----------------------------------|---------------------------|--------------------------------------|
| Subtotal Est Operating Expenditures Departmental | \$ 65,786,882 | \$ 67,515,017 | \$ 48,841,591 | | \$ 68,320,287 | \$ 69,875,036 | \$ 48,502,622 | | |
| Continued Operating Expenditures Departmental: | | | | | | | | | |
| Health and Welfare | | | | | | | | | |
| Social Services Administration | 6,563,694 | 6,919,421 | 4,963,444 | 71.7% | 6,867,333 | 7,185,086 | 4,786,914 | 66.6% | 2,398,172 |
| Public Assistance | 7,511,743 | 7,523,851 | 5,846,891 | 77.7% | 7,414,648 | 7,416,606 | 6,012,056 | 81.1% | 1,404,550 |
| Juvenile Services Administration | 335,382 | 344,257 | 130,872 | 38.0% | 314,208 | 317,361 | 134,101 | 42.3% | 183,260 |
| Regional Detention Home | 767,768 | 767,768 | 246,000 | 32.0% | 452,768 | 452,768 | 476,256 | 105.2% | (23,488) |
| Opportunity House | 642,628 | 654,777 | 422,012 | 64.5% | 607,986 | 620,410 | 422,814 | 68.2% | 197,596 |
| SPARC House | 594,169 | 609,633 | 457,278 | 75.0% | 612,185 | 626,816 | 422,549 | 67.4% | 204,267 |
| CSA Service Providers | 1,384,844 | 1,386,085 | 1,043,323 | 75.3% | 1,346,444 | 1,347,297 | 1,020,859 | 75.8% | 326,438 |
| Lynchburg Outreach Program | 276,383 | 282,288 | 136,664 | 48.4% | 184,465 | 187,772 | 128,645 | 68.5% | 59,127 |
| Parks Recreation and Cultural | | | | | | | | | |
| Parks and Recreation | 3,045,382 | 3,109,954 | 2,072,051 | 66.6% | 3,194,601 | 3,781,022 | 2,477,839 | 65.5% | 1,303,183 |
| Public Library | 1,464,212 | 1,519,024 | 1,052,482 | 69.3% | 1,534,941 | 1,559,829 | 1,053,914 | 67.6% | 505,915 |
| Law Library | 33,770 | 33,770 | 15,950 | 47.2% | 33,770 | 33,770 | 15,346 | 45.4% | 18,424 |
| Museums | 432,037 | 446,567 | 298,974 | 66.9% | 436,247 | 446,488 | 294,584 | 66.0% | 151,904 |
| Community Development | | | | | | | | | |
| Director | 347,905 | 358,202 | 239,412 | 66.8% | 307,662 | 311,933 | 204,392 | 65.5% | 107,541 |
| Planning | 305,378 | 476,505 | 284,284 | 59.7% | 330,568 | 453,587 | 301,469 | 66.5% | 152,118 |
| Inspections | 774,675 | 822,424 | 569,566 | 69.3% | 820,432 | 832,787 | 542,756 | 65.2% | 290,031 |
| GIS | 154,652 | 158,779 | 116,608 | 73.4% | 186,680 | 188,500 | 114,105 | 60.5% | 74,395 |
| Economic Development | 316,389 | 476,291 | 344,019 | 72.2% | 318,455 | 550,278 | 461,966 | 84.0% | 88,312 |
| Operating Expenditures Non-Departmental: | 16,660,561 | 17,148,507 | 13,927,280 | 81.2% | 15,558,918 | 15,872,992 | 14,720,506 | 92.7% | 1,152,486 |
| Total Est. Operating Expenditures | 107,398,454 | 110,553,120 | 81,008,701 | 73.3% | 108,842,598 | 112,060,338 | 82,093,693 | 73.3% | 29,966,645 |
| TRANSFERS TO OTHER FUNDS | | | | | | | | | |
| Airport Fund | 289,061 | 289,061 | 216,000 | 74.7% | 152,443 | 152,443 | 77,100 | 50.6% | 75,343 |
| City/Federal state Aid Fund | 41,720 | 112,074 | 111,711 | 99.7% | 42,358 | 248,727 | 218,669 | 87.9% | 30,058 |
| Fleet Debt Service | - | 33,306 | - | 0.0% | - | - | - | 0.0% | - |
| Fleet - Vehicle Replacement | - | - | - | 0.0% | 135,739 | 135,739 | - | 0.0% | 135,739 |
| Stormwater | - | - | - | 0.0% | - | - | - | 0.0% | - |
| Sewer | - | - | - | 0.0% | - | - | - | 0.0% | - |
| Stadium Fund - Debt/Operating Expenses | - | - | - | 0.0% | - | - | - | 0.0% | - |
| Technology Fund | 625,705 | 658,818 | 502,392 | 76.3% | 622,294 | 670,338 | 514,765 | 76.8% | 155,573 |
| Total Transfers to Other Funds | 956,486 | 1,093,259 | 830,103 | 75.9% | 952,834 | 1,207,247 | 810,534 | 67.1% | 396,713 |
| SCHOOLS - OPERATIONS | 38,201,147 | 38,708,634 | 21,332,487 | 55.1% | 38,924,147 | 39,831,147 | 20,407,000 | 51.2% | 19,424,147 |
| DEBT SERVICE | | | | | | | | | |
| General Fund | 7,042,641 | 7,218,789 | 4,908,874 | 68.0% | 7,655,800 | 22,511,014 | 19,494,638 | 86.6% | 3,016,376 |
| Stadium | 206,527 | 206,527 | 117,122 | 56.7% | 445,619 | 760,660 | 240,601 | 31.6% | 520,059 |
| Group Home | - | - | - | 0.0% | - | 273,374 | 65,173 | 23.8% | 208,201 |
| Schools | 6,565,401 | 6,583,083 | 4,354,086 | 66.1% | 8,805,883 | 8,274,325 | 5,259,187 | 63.6% | 3,015,138 |
| Total Debt Service | 13,814,569 | 14,008,399 | 9,380,082 | 67.0% | 16,907,302 | 31,819,373 | 25,059,599 | 78.8% | 6,759,774 |
| RESERVES | | | | | | | | | |
| FY11 Encumbrances Carried to FY12 | | | | | | | | | |
| Adj Recreation Programs | | | | | | | | | |
| Other Post Employment Benefits (OPEB) | | | 250,000 | | | | 250,000 | | |
| Law Library | | | 80 | | | | | | |
| Debt Service - HHS | | | 3,044,657 | | | | | | |
| Parking Oper - GASB54 | | | 52,004 | | | | 38,575 | | |
| GLTC | | | 43,860 | | | | | | |
| HHS - FFE | | | | | | | 1,251,988 | | |
| Fire Equipment | | | 50 | | | | | | |
| Assign VA Land Conserv | | | 2,314 | | | | | | |
| Assign RSA Excess | | | 363,317 | | | | | | |
| Contingency | | | 700,000 | | | | 600,000 | | |
| Total Reserves | - | - | 4,456,282 | | - | - | 2,140,563 | | |
| TOTAL EXPENDITURES | \$ 160,370,656 | \$ 164,363,412 | \$ 117,007,655 | | \$ 165,626,881 | \$ 184,918,105 | \$ 130,511,389 | | |

**GENERAL FUND
FINANCIAL SUMMARY
As of March 31,2015**

| | FY 2014 Adopted Budget | FY 2014 Amended Budget | FY 2014 Actual 3rd Qtr 3/31/14 | FY 2014 % of Budget | FY 2015 Adopted Budget | FY 2015 Amended Budget | FY 2015 Actual 3rd Qtr 3/31/15 | FY 2015 % of Budget |
|---|---------------------------|---------------------------|-----------------------------------|------------------------|---------------------------|---------------------------|-----------------------------------|------------------------|
| TRANSFERS TO CAPITAL FUNDS | | | | | | | | |
| School Capital Projects Fund | \$ 3,252,460 | \$ 5,027,191 | \$ 1,774,731 | 35.3% | \$ 2,425,000 | \$ 5,043,287 | \$ 4,088,287 | 81.1% |
| City Capital Projects Fund | 3,777,878 | 4,581,648 | 3,637,180 | 79.4% | 4,914,676 | 6,241,594 | 5,003,545 | 80.2% |
| Total Transfers to Capital Funds | 7,030,338 | 9,608,839 | 5,411,911 | 56.3% | 7,339,676 | 11,284,881 | 9,091,832 | 80.6% |
| TOTAL EXPENDITURES, RESERVES & TRANSFERS | 167,400,994 | 173,972,251 | 122,419,566 | 70.4% | 172,966,557 | 196,202,986 | 139,603,221 | 71.2% |
| Remaining Unassigned Fund Balance | 21,050,924 | 14,587,939 | 29,868,803 | 204.7% | 19,994,516 | 11,626,320 | 34,465,365 | 296.4% |
| Committed and Assigned Fund Balance | 75,908 | - | 12,468,135 | | - | - | 13,232,135 | |
| TOTAL FUND BALANCE | \$ 21,126,832 | \$ 14,587,939 | \$ 42,336,938 | 290.2% | \$ 19,994,516 | \$ 11,626,320 | \$ 47,697,500 | 410.3% |

| | FY 2014 Adopted Budget | FY 2014 Amended Budget | FY 2014 Actual 3rd Qtr 3/31/14 | FY 2014 % of Budget | FY 2015 Adopted Budget | FY 2015 Amended Budget | FY 2015 Actual 3rd Qtr 3/31/15 | FY 2015 % of Budget |
|--|---------------------------|---------------------------|-----------------------------------|------------------------|---------------------------|---------------------------|-----------------------------------|------------------------|
| Committed and Assigned Fund Balance | | | | | | | | |
| Committed Fund Balance | | | | | | | | |
| Health Insurance | | | 677,017 | | | | 695,467 | |
| Contingencies | | | 822,771 | | | | 1,117,617 | |
| Detention Home Workers Comp | | | 100,000 | | | | 100,000 | |
| SW Debt Retire | | | 841,605 | | | | 587,281 | |
| Future Post Closure Costs | | | 604,284 | | | | | |
| Other Post Employment Benefits | | | 1,614,509 | | | | 1,877,471 | |
| | | | 543,860 | | | | 543,860 | |
| Schl Spc Ed Dis Prop | | | 321,000 | | | | 321,000 | |
| HHS Debt Service - Recurring | | | 1,894,223 | | | | 2,672,682 | |
| | | | | | | | 250,000 | |
| Debt Service CVRRB | | | 5,929 | | | | | |
| Pub Safety Comp Adj | | | 13,968 | | | | | |
| School Textbooks | | | 1,432,254 | | | | 655,254 | |
| School Health Ins Reserve | | | 1,440,608 | | | | 1,740,608 | |
| School Future Exp Needs | 75,908 | | | | | | | |
| Total Committed Fund Balance | 75,908 | - | 10,312,028 | | - | - | 10,561,240 | |
| Assigned Fund Balance | | | | | | | | |
| Return of School Funding | | | 279,818 | | | | 1,178,153 | |
| Law Library | | | 74,885 | | | | 64,929 | |
| Hlth Ins Reserve | | | 364,538 | | | | 364,538 | |
| Future Post Closure | | | 567,755 | | | | | |
| Museum | | | 50,028 | | | | 50,028 | |
| Recreation Programs | | | 112,090 | | | | 142,672 | |
| Dental Insurance Reserve | | | 150,000 | | | | 150,000 | |
| Fire Equipment | | | 100,000 | | | | 144,380 | |
| LOD Death Benefit | | | 211,904 | | | | 211,904 | |
| LOD Health Benefit | | | 145,000 | | | | 145,000 | |
| | | | 2,314 | | | | 2,314 | |
| | | | 3,281 | | | | 3,113 | |
| Parking Operations | | | 71,564 | | | | 160,040 | |
| Point of Honor | | | 2,653 | | | | 2,653 | |
| Police Range Oper | | | 569 | | | | 1,889 | |
| PIER | | | 19,658 | | | | 49,232 | |
| | | | 50 | | | | 50 | |
| Total Assigned Fund Balance | - | - | 2,156,107 | | - | - | 2,670,895 | |
| Total Committed/Assigned Fund Balance | \$ 75,908 | \$ - | \$ 12,468,135 | | \$ - | \$ - | \$ 13,232,135 | |

Committed Fund Balance
Health Insurance
Contingencies
Detention Home Workers Comp
SW Debt Retire
Future Post Closure Costs
OPEB
GLTC Spec Reserve
Schl Spc Ed Dis Prop
HHS Debt Service - Recurring
HHS FFE
Armstrong
Debt Service CVRRB
Pub Safety Comp Adj
School Textbooks
School Health Ins Reserve
School Future Exp Needs
Total Committed Fund Balance

Assigned Fund Balance
Return of School Funding
Law Library
Health Ins Reserve
Future Post Closure
Museum
Recreation Programs
Dental Insurance Reserve
Fire Equipment
LOD Death Benefit
LOD Health Benefit
VA Land Conserv
Adopt-A-Bed
Parking Operations
Point of Honor
Police Range Oper
PIER
Fire Restitution
Total Assigned Fund Balance

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **May 26, 2015**

AGENDA ITEM NO.: **3**

CONSENT: REGULAR: **X**

WORK SESSION:

CLOSED SESSION:
(Confidential)

ACTION: **X**

INFORMATION:

ITEM TITLE: Appropriation of Funds from the Reserve for Fire Equipment Assigned Fund Balance to Purchase Radio Equipment for Two Replacement Battalion Chief Vehicles

RECOMMENDATION: Adopt a resolution to amend the FY 2015 General Fund budget and appropriate \$17,758 with resources from the Reserve for Fire Equipment Assigned Fund Balance to purchase radio equipment for two replacement Battalion Chief vehicles in the Fire Department.

SUMMARY: The replacement Battalion Chief vehicles need radio equipment not included in the vehicles' purchase price. The Harris Unity XG-100M is a multiband mobile radio. It will operate in the current radio system (EDACS-Enhanced Digital Access Communications System) and the upcoming P25 radio system (scheduled to be operational in 2016). Until the P25 radio system is operational, a device referred to as an EDACS "critter" will be required to maintain the capacity to rebroadcast from conventional talk to EDACS talk groups (this allows enhanced communication in structures where signal penetration is problematic). In the P25 radio system, a mobile repeater will perform that function, allowing use of the radio's full capabilities. The Department of Emergency Services will supply partial funding for the two mobile radios. Therefore, the department requests to purchase two (2) Harris Unity XG-100 mobile radios (\$7,696), two EDACS "critters" (\$2,060), and two P25 mobile repeaters (\$8,002) at a total cost of \$17,758.

Currently, the Reserve for Fire Equipment Assigned Fund Balance is \$98,680; appropriating \$17,758 will reduce the balance to \$80,922. An additional \$50,000 is proposed for use in the FY 2016 Operating budget.

PRIOR ACTION(S): Finance Committee May 26, 2015

FISCAL IMPACT: With the appropriation of \$17,758, the Reserve for Fire Equipment Assigned Fund Balance will be \$80,922.
Future funds may be needed for periodic maintenance of the equipment purchased.

CONTACT(S): Fire Chief Brad Ferguson, 455-6340
Acting Deputy Chief Jason Campbell, 455-6363
Ellen Davidson-Martin, Fire Administrative Manager, 455-6368

ATTACHMENT(S): Resolution

REVIEWED BY: lkp

RESOLUTION:

BE IT RESOLVED That the FY 2015 General Fund budget is amended and \$17,758 is appropriated with resources from the Reserve for Fire Equipment Assigned Fund Balance to purchase radio equipment for two replacement Battalion Chief vehicles in the Fire Department.

Introduced:

Adopted:

Certified:

Clerk of Council

FINANCE COMMITTEE

Agenda Item Summary

MEETING DATE: **May 26, 2015**

AGENDA ITEM NO.: **4**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION:

ITEM TITLE: Department of Justice Bureau of Justice Assistance Body-Worn Camera Pilot Implementation Program Grant Application

RECOMMENDATION:

Approve the submittal of an application for 2015 Department of Justice Bureau of Justice Assistance (BJA) Body-Worn Camera Pilot Implementation Program Grant funds of \$500,000 (\$250,000 Federal Award) with a 50% local match of \$250,000 to purchase 175 body-worn camera systems, which includes related data storage, training, and equipment.

SUMMARY:

The Police Department (LPD) is seeking federal funding to offset the significant expense of implementing a body-worn camera program. The LPD projects a program of this magnitude will require employing an additional civilian position that will be dedicated to the implementation and management of the body-worn camera program. The annual salary of this position with benefits is approximately \$52,000 per year (\$104,000 over the two-year program). This position would be funded by the City and considered part of the 50% local match. The remaining \$146,000 local match would be absorbed through the program-required training costs and data storage costs.

Presumably body-worn cameras will become a law enforcement best practice nationwide: therefore, it is prudent to seek federal funding as it becomes available to offset this significant projected expense. The BJA intends to award 18 grants to agencies of the LPD's size within the United States. This is a 24-month grant program; the application is due June 16, 2015, and if awarded, the grant period begins October 2015. Grantees are required to spend up to the first six months of the grant period on equipment and protocol evaluation. Based on this schedule the LPD anticipates purchasing the equipment in the spring/summer of 2016.

PRIOR ACTION(S):

None

FISCAL IMPACT:

\$250,000 50% local match

CONTACT(S):

Police Chief Parks Snead, 455-6104

Captain M.L. Jamison, Police Department, 455-6168

Captain R.M. Zuidema, Police Department, 455-6171

ATTACHMENT(S):

REVIEWED BY:

FINANCE COMMITTEE

Agenda Item Summary

MEETING DATE: **May 26, 2015**

AGENDA ITEM NO.: **5**

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 March 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 2014 – FY 2015

REVIEWED BY:

**Comparison of Collections
Budget to Actual FY 2014 - FY 2015**

| | Actual FY 2011 | Actual FY 2012 | Actual FY 2013 | Actual FY 2014 | Adopted FY 2015 | Actual FY 2015 | Actual FY 2015 to Adopted FY 2015 | Actual FY 2015 to Actual FY 2014 |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|--|---|
| SALES & USE TAX | | | | | | | | |
| <i>ADOPTED FY 2015 BUDGET - \$13,600,000</i> | | | | | | | | |
| <i>REVISED FY 2015 BUDGET - \$14,600,000</i> | | | | | | | | |
| JULY | \$979,650 | \$1,014,596 | \$996,646 | \$1,075,816 | \$1,056,985 | \$1,131,485 | \$74,500 | \$55,669 |
| AUGUST ¹ | 1,022,849 | 1,079,129 | 1,145,592 | 1,098,342 | 1,079,117 | 1,299,763 | 220,646 | 201,421 |
| SEPTEMBER | 1,102,964 | 1,100,698 | 1,117,209 | 1,083,199 | 1,064,239 | 1,204,336 | 140,097 | 121,137 |
| OCTOBER | 1,056,307 | 1,055,941 | 1,033,859 | 1,161,965 | 1,141,625 | 1,185,608 | 43,983 | 23,643 |
| NOVEMBER | 1,144,056 | 1,117,090 | 1,187,008 | 1,155,729 | 1,135,499 | 1,241,898 | 106,399 | 86,169 |
| DECEMBER | 1,548,053 | 1,488,926 | 1,466,715 | 1,316,419 | 1,293,376 | 1,669,810 | 376,434 | 353,391 |
| JANUARY | 1,018,798 | 998,052 | 1,085,312 | 1,103,175 | 1,083,865 | 1,073,237 | (10,628) | (29,938) |
| FEBRUARY | 1,025,671 | 1,134,434 | 1,074,819 | 1,172,252 | 1,151,733 | 1,131,392 | (20,341) | (40,860) |
| MARCH | 1,112,797 | 1,196,149 | 1,138,611 | 1,217,930 | 1,196,612 | 1,282,807 | 86,195 | 64,877 |
| TOTAL | \$10,011,145 | \$10,185,015 | \$10,245,771 | \$10,384,827 | \$10,203,051 | \$11,220,336 | \$1,017,285 | \$835,509 |
| CONSUMER UTILITY TAX - ELECTRIC | | | | | | | | |
| <i>ADOPTED FY 2015 BUDGET - \$3,700,000</i> | | | | | | | | |
| <i>REVISED FY 2015 BUDGET - \$3,790,000</i> | | | | | | | | |
| JULY | \$352,603 | \$341,729 | \$323,141 | \$325,815 | \$314,895 | \$321,596 | \$6,701 | (\$4,219) |
| AUGUST | 345,842 | 345,615 | 345,163 | 318,738 | 308,056 | 305,012 | (3,044) | (13,726) |
| SEPTEMBER | 329,379 | 325,754 | 318,915 | 317,324 | 306,689 | 317,947 | 11,258 | 623 |
| OCTOBER | 283,250 | 280,745 | 279,145 | 273,646 | 264,475 | 273,264 | 8,789 | (382) |
| NOVEMBER | 262,650 | 281,842 | 282,035 | 280,945 | 271,529 | 273,353 | 1,824 | (7,592) |
| DECEMBER | 341,053 | 325,287 | 330,714 | 348,750 | 337,062 | 346,565 | 9,503 | (2,185) |
| JANUARY | 388,100 | 344,439 | 346,399 | 374,541 | 361,989 | 365,859 | 3,870 | (8,682) |
| FEBRUARY | 350,799 | 322,546 | 342,839 | 372,254 | 359,778 | 381,844 | 22,066 | 9,590 |
| MARCH | 299,725 | 298,405 | 326,828 | 334,289 | 323,086 | 339,965 | 16,879 | 5,676 |
| TOTAL | \$2,953,401 | \$2,866,362 | \$2,895,179 | \$2,946,302 | \$2,847,559 | \$2,925,405 | \$77,846 | (\$20,897) |
| COMMUNICATIONS SALES & USE TAX | | | | | | | | |
| <i>ADOPTED FY 2015 BUDGET - \$3,450,000</i> | | | | | | | | |
| <i>REVISED FY 2015 BUDGET - \$3,378,000</i> | | | | | | | | |
| JULY | \$301,373 | \$349,339 | \$293,358 | \$286,999 | \$287,500 | \$283,594 | (\$3,906) | (\$3,405) |
| AUGUST | 344,401 | 294,910 | 291,560 | 284,691 | 287,500 | 281,957 | (5,543) | (2,734) |
| SEPTEMBER | 274,076 | 179,549 | 263,295 | 284,249 | 287,500 | 283,441 | (4,059) | (808) |
| OCTOBER | 299,531 | 309,437 | 319,011 | 288,830 | 287,500 | 287,702 | 202 | (1,128) |
| NOVEMBER | 292,735 | 284,123 | 300,665 | 284,176 | 287,500 | 279,441 | (8,059) | (4,735) |
| DECEMBER | 344,423 | 233,654 | 297,855 | 289,726 | 287,500 | 282,491 | (5,009) | (7,235) |
| JANUARY | 265,736 | 337,936 | 282,620 | 264,960 | 287,500 | 275,361 | (12,139) | 10,401 |
| FEBRUARY | 288,629 | 287,492 | 287,759 | 280,480 | 287,500 | 291,186 | 3,686 | 10,706 |
| MARCH | 300,235 | 302,278 | 299,333 | 288,500 | 287,500 | 285,971 | (1,529) | (2,529) |
| TOTAL | \$2,711,139 | \$2,578,718 | \$2,635,456 | \$2,552,611 | \$2,587,500 | \$2,551,144 | (\$36,356) | (\$1,467) |

**Comparison of Collections
Budget to Actual FY 2014 - FY 2015**

| | Actual Assessed FY 2012 | Actual Collected FY 2012 ⁴ | Actual Assessed FY 2013 | Actual Collected FY 2013 ⁴ | Actual Assessed FY 2014 | Actual Collected FY 2014 ⁴ | Adopted FY 2015 | Actual Assessed FY 2015 | Actual Assessed FY 2015 to Adopted FY 2015 | Actual Collected FY 2015 ⁴ | Actual Collected FY 2015 to Adopted FY 2015 | Actual Collected FY 2015 to Assessed FY 2015 |
|--|-------------------------|---------------------------------------|-------------------------|---------------------------------------|-------------------------|---------------------------------------|--------------------|-------------------------|--|---------------------------------------|---|--|
| MEALS TAX | | | | | | | | | | | | |
| <i>ADOPTED FY 2015 BUDGET - \$12,100,000</i> | | | | | | | | | | | | |
| <i>REVISED FY 2015 BUDGET - \$13,150,000</i> | | | | | | | | | | | | |
| JULY ² | \$889,917 | \$889,135 | \$943,431 | \$1,044,556 | \$944,936 | \$1,159,786 | \$915,132 | \$1,005,080 | \$89,948 | \$970,597 | \$55,465 | (\$34,483) |
| AUGUST | 960,082 | 962,761 | 1,042,850 | 1,026,544 | 1,056,177 | 1,024,718 | 1,022,863 | 1,145,447 | 122,584 | 1,119,585 | 96,722 | (25,862) |
| SEPTEMBER | 984,785 | 998,157 | 1,011,701 | 1,012,294 | 1,029,645 | 1,052,079 | 997,168 | 1,109,457 | 112,289 | 1,159,391 | 162,223 | 49,934 |
| OCTOBER | 999,289 | 994,851 | 1,006,966 | 1,003,032 | 1,045,936 | 958,359 | 1,012,945 | 1,149,788 | 136,843 | 1,119,430 | 106,485 | (30,358) |
| NOVEMBER | 916,955 | 898,157 | 964,775 | 868,692 | 1,018,552 | 1,064,385 | 986,425 | 1,080,797 | 94,372 | 1,099,028 | 112,603 | 18,231 |
| DECEMBER | 1,028,805 | 986,078 | 1,044,178 | 1,083,983 | 1,061,872 | 1,035,379 | 1,028,379 | 1,127,871 | 99,492 | 1,117,510 | 89,131 | (10,361) |
| JANUARY | 931,373 | 950,784 | 927,026 | 889,358 | 968,137 | 971,677 | 937,600 | 1,087,901 | 150,301 | 963,288 | 25,688 | (124,613) |
| FEBRUARY | 988,981 | 977,100 | 983,390 | 995,618 | 987,205 | 957,979 | 956,067 | 1,034,924 | 78,857 | 1,198,810 | 242,743 | 163,886 |
| MARCH | 1,079,018 | 1,073,364 | 1,092,759 | 1,091,421 | 1,144,197 | 1,142,746 | 1,108,107 | 1,211,627 | 103,520 | 1,177,822 | 69,715 | (33,805) |
| TOTAL | \$8,779,205 | \$8,730,387 | \$9,017,076 | \$9,015,498 | \$9,256,657 | \$9,367,108 | \$8,964,686 | \$9,952,892 | \$988,206 | \$9,925,461 | \$960,775 | (\$27,431) |
| LODGING TAX | | | | | | | | | | | | |
| <i>ADOPTED FY 2015 BUDGET - \$1,800,000</i> | | | | | | | | | | | | |
| <i>REVISED FY 2015 BUDGET - \$2,000,000</i> | | | | | | | | | | | | |
| JULY ² | \$180,074 | \$168,386 | \$180,074 | \$197,072 | \$174,759 | \$223,419 | \$151,714 | \$180,417 | \$28,703 | \$180,395 | \$28,681 | (\$22) |
| AUGUST ³ | 192,759 | 200,321 | 163,020 | 275,903 | 185,662 | 185,340 | 161,179 | 185,946 | 24,767 | 185,402 | 24,223 | (544) |
| SEPTEMBER | 156,383 | 159,891 | 160,661 | 157,680 | 181,706 | 204,758 | 157,745 | 173,904 | 16,159 | 173,875 | 16,130 | (29) |
| OCTOBER | 185,386 | 185,530 | 183,064 | 191,453 | 184,462 | 185,014 | 160,137 | 209,859 | 49,722 | 209,788 | 49,651 | (71) |
| NOVEMBER | 131,053 | 131,431 | 131,993 | 129,941 | 153,745 | 148,082 | 133,471 | 141,921 | 8,450 | 144,988 | 11,517 | 3,067 |
| DECEMBER | 108,029 | 92,483 | 112,277 | 113,067 | 141,137 | 126,077 | 122,525 | 115,033 | (7,492) | 119,891 | (2,634) | 4,858 |
| JANUARY | 122,636 | 115,790 | 134,471 | 129,578 | 133,071 | 125,716 | 115,523 | 117,665 | 2,142 | 108,523 | (7,000) | (9,142) |
| FEBRUARY | 136,278 | 130,805 | 136,660 | 136,660 | 136,497 | 139,851 | 118,497 | 122,585 | 4,088 | 133,217 | 14,720 | 10,632 |
| MARCH | 154,626 | 144,654 | 158,737 | 158,706 | 176,151 | 172,029 | 152,922 | 183,602 | 30,680 | 178,963 | 26,041 | (4,639) |
| TOTAL | \$1,367,224 | \$1,329,291 | \$1,360,957 | \$1,490,060 | \$1,467,190 | \$1,510,286 | \$1,273,713 | \$1,430,932 | \$157,219 | \$1,435,042 | \$161,329 | \$4,110 |

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 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.

³ The August FY 2013 collection amount includes a one-time, \$140,000 payment in delinquent taxes.

⁴ Meals and Lodging Tax data includes columns titled "Actual Collected ." The figures listed under these columns include all revenue received per month under that description regardless of whether the payment is current or delinquent.