

## **FINANCE COMMITTEE AGENDA**

**Tuesday, July 12, 2016  
11:30 a.m. - Bidder's Room**

### **GENERAL BUSINESS**

**11:30 a.m.**

1. Approval of the Draft Finance Committee Meeting Notes from May 24, 2016

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

**11:35 a.m.**

2. Report on the General Fund Reserve for Contingencies

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

**11:40 a.m.**

3. Consider a request to adopt a resolution to amend the FY 2016 City/Federal/State Aid Fund budget and appropriate \$24,490 with resources from a grant from the Library of Virginia to preserve eighty-four (84) Deed books numbered 298 through 381 with records dated July 1955 through November 1963 at the Lynchburg Circuit Court Clerk's Office.

Contact: Eugene Wingfield, Circuit Court Clerk 455-2611

**11:45 a.m.**

4. Consider a request to adopt a resolution to amend the FY 2016 City/Federal/State Aid Fund budget and appropriate \$50,000 with resources from a marketing leverage grant from the Virginia Tourism Corporation. The funds will be used for the Website Development Program for the Lynchburg Regional Convention & Visitors Bureau.

Contact: Sergei Troubetzkoy 455-7297

**11:50 a.m.**

5. Finance Committee Guidelines Review

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

**11:55 a.m.**

6. Investment Summary

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

**12:00 p.m.**

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

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

**12:05 p.m.**

8. Roll Call

**The next Finance Committee meeting is Tuesday, August 9, 2016, at 11:30 a.m.**

**FINANCE COMMITTEE NOTES-- DRAFT**  
**Tuesday, May 24, 2016**

**GENERAL BUSINESS**

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

**ATTENDEES**

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

**Others:** Kim Payne, City Manager; Bonnie Svrcek, Deputy City Manager; Reid Lanham, Accounting Operations Manager; Starlette Early, Budget Analyst

1. Approval of the Draft Finance Committee Meeting Notes from April 26, 2016

*The Finance Committee meeting notes for April 26, 2016 were unanimously approved as submitted.*

2. Report on the General Fund Reserve for Contingencies

*Reid Lanham reported there were no new items, and one item, FY 2017 CIP Pay-As-You-Go, on Council's agenda for the second reading at tonight's meeting.*

3. Approve the submittal of the grant application for the Bulletproof Vest Partnership 2016 Grant Program for the amount of \$49,460. This grant requires a 50% match which is included as part of the FY 2017 LPD and LSO operating budgets. \$24,730 will come from the Bulletproof Vest Partnership 2016 Grant Program and \$24,730 transferred from the FY 2017 General Fund Police Department (\$23,290) and Sheriff's Office (\$1,440) budgets to purchase 64 replacement bulletproof vests for law enforcement officers.

*The Committee unanimously approved this item.*

4. Approve the Police Department's application for the 2016 COPS Hiring Program thirty-six (36) month Grant funding in the amount of \$1,096,643 to enhance the newly created Community Action Team (CAT) program. The \$1,096,643 total includes a 25% local match of \$274,161 over the course of the thirty-six (36) month period of time.

*The Committee unanimously approved this item.*

5. Adopt a resolution to amend the FY 2016 Water Capital Projects Fund budget and appropriate \$8,000 with resources from a 2012 Dam Safety, Flood Prevention and Protection Assistance Fund grant to reimburse costs associated with bringing Pedlar Dam into compliance with minimum standards for dam safety.

*The Committee unanimously approved this item. The item will be taken to full Council for consideration on June 14, 2016.*

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

*Reid Lanham presented the latest revenues through the month of March with no significant events or performance issues to report. Sales Tax for March is typically one of the highest revenue months, Consumer Utility Tax is on track with cooler weather, and Communications Sales and Use Tax had its highest month so far for the year. March was a good month for Meals Tax revenues, including delinquent collections and Lodging Tax showed an increase mainly from timing of payments from collections from January and February.*

7. Roll Call

*There were no items for roll call.*

Meeting adjourned at 11:52 a.m.

**The next Finance Committee meeting is Tuesday, June 28, 2016, at 11:30 a.m.**

FY 2016 GENERAL FUND RESERVE FOR CONTINGENCIES

	<u>Reserve for Contingencies</u>	<u>City Manager's Discretionary Funding</u>
<b>BEGINNING BALANCE, JULY 1, 2015</b>	\$565,917	\$50,000
Carryforward to FY 2016 Reserve for Contingencies - 05/26/15 Council Meeting	584,083	
<b>BALANCE</b>	<b><u>\$1,150,000</u></b>	<b><u>\$50,000</u></b>
<b>APPROPRIATIONS (Second Reading)</b>		
Body-Worn Camera Pilot Implementation Program - 11/10/15 Council Meeting	(\$103,818)	
Technology-related Equipment for Circuit Court - 03/08/16 Council Meeting	(\$84,071)	
Third Quarter Adjustments - 04/26/16 Council Meeting	(\$21,442)	
FY 2017 to be used for CIP Pay-As-You-Go - 05/24/2016 Second Reading	(\$648,243)	
<b>TOTAL APPROPRIATIONS</b>	<b><u>(\$857,574)</u></b>	<b><u>\$0</u></b>
<b>REMAINING BALANCE</b>	<b><u>\$292,426</u></b>	<b><u>\$50,000</u></b>
<b>ITEMS INTRODUCED</b>		
<b>TOTAL INTRODUCED ITEMS</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b>REMAINING BALANCE</b>	<b><u>\$292,426</u></b>	<b><u>\$50,000</u></b>
<b>PENDING ITEMS</b>		
<b>TOTAL PENDING ITEMS</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b>PROJECTED BALANCE</b>	<b><u>\$292,426</u></b>	<b><u>\$50,000</u></b>

FY 2017 GENERAL FUND RESERVE FOR CONTINGENCIES

**BEGINNING BALANCE, JULY 1, 2016**

Carryforward to FY 2017 Reserve for Contingencies - 05/24/16 Council Meeting

**BALANCE**

**APPROPRIATIONS (Second Reading)**

**TOTAL APPROPRIATIONS**

**REMAINING BALANCE**

**ITEMS INTRODUCED**

**TOTAL INTRODUCED ITEMS**

**REMAINING BALANCE**

**PENDING ITEMS**

**TOTAL PENDING ITEMS**

**PROJECTED BALANCE**

<b>Reserve for Contingencies</b>	<b>City Manager's Discretionary Funding</b>
\$1,150,000	\$50,000
0	
<b>\$1,150,000</b>	<b>\$50,000</b>
<b>\$0</b>	<b>\$0</b>
<b>\$1,150,000</b>	<b>\$50,000</b>
<b>\$0</b>	<b>\$0</b>
<b>\$1,150,000</b>	<b>\$50,000</b>
<b>\$0</b>	<b>\$0</b>
<b>\$1,150,000</b>	<b>\$50,000</b>

# LYNCHBURG CITY COUNCIL

## Agenda Item Summary

MEETING DATE: **July 12, 2016**

AGENDA ITEM #: **3**

CONSENT:  
ACTION: **X**

REGULAR: **X**  
INFORMATION:

WORK SESSION:

CLOSED SESSION:  
(Confidential)

**ITEM TITLE: Grant to Preserve Deed books 298 – 381 at the Circuit Court Clerk's Office**

Strategic Pillar(s) Impacted:

<input type="checkbox"/> Arts & Culture	<input type="checkbox"/> Citizen Engagement & Social Capital	<input type="checkbox"/> Economic Development	<input type="checkbox"/> Healthy & Active Living
<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Land Use	<input type="checkbox"/> Lifelong Learning	<input type="checkbox"/> Natural Resources
<input type="checkbox"/> Neighborhoods	<input type="checkbox"/> Safe Community	<input type="checkbox"/> Social Equity	<input type="checkbox"/> Transportation
			<input checked="" type="checkbox"/> Administrative

**RECOMMENDATION:** Adopt a resolution to amend the FY 2016 City/Federal/State Aid Fund budget and appropriate \$24,490 with resources from a grant from the Library of Virginia to preserve eighty-four (84) Deed books numbered 298 through 381 with records dated July 1955 through November 1963 at the Lynchburg Circuit Court Clerk's Office.

**SUMMARY:** Twice annually the Library of Virginia allows Circuit Court Clerks' Offices to submit applications for grant funding. Staff submitted a grant application to The Library of Virginia to preserve records held at the Circuit Court Clerk's Office. The grant funding of \$24,490 will allow eighty-four (84) Deed books numbered 298 through 381 with records dating from July 1955 to November 1963 to be reformatted and preserved.

No local match is required of this grant.

**PRIOR ACTION(S):** Finance Committee, July 12, 2016

**FISCAL IMPACT:** None – no local match is required.

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

**ATTACHMENT(S):** Resolution

**REVIEWED BY:** bms

RESOLUTION:

BE IT RESOLVED that the FY 2016 City/Federal/State Aid Fund budget is amended and \$24,490 is appropriated with resources from a grant from the Library of Virginia to preserve eighty-four (84) Deed books numbered 298 through 381 with records dated July 1955 through November 1963 at the Lynchburg Circuit Court Clerk's Office.

Introduced:

Adopted:

Certified:

\_\_\_\_\_  
Clerk of Council

# LYNCHBURG CITY COUNCIL

## Agenda Item Summary

MEETING DATE: **July 12, 2016**

AGENDA ITEM #: **4**

CONSENT:  
ACTION: **X**

REGULAR: **X**  
INFORMATION:

WORK SESSION:

CLOSED SESSION:  
(Confidential)

**ITEM TITLE: Lynchburg Regional Convention & Visitors Bureau Marketing Leverage Grant**

Strategic Pillar(s) Impacted:

<input type="checkbox"/> Arts & Culture	<input type="checkbox"/> Citizen Engagement & Social Capital	<input checked="" type="checkbox"/> Economic Development	<input type="checkbox"/> Healthy & Active Living
<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Land Use	<input type="checkbox"/> Lifelong Learning	<input type="checkbox"/> Natural Resources
<input type="checkbox"/> Neighborhoods	<input type="checkbox"/> Safe Community	<input type="checkbox"/> Social Equity	<input type="checkbox"/> Transportation
			<input type="checkbox"/> Administrative

**RECOMMENDATION:** Adopt a resolution to amend the FY 2016 City/Federal/State Aid Fund budget and appropriate \$50,000 with resources from a marketing leverage grant from the Virginia Tourism Corporation. The funds will be used for the Website Development Program for the Lynchburg Regional Convention & Visitors Bureau. An in-kind match of \$100,000 in additional marketing efforts is required, with resources of \$95,500 from the FY 2016 General Fund Tourism Department budget and partner sponsorships from Lynch's Landing (\$1,000), the Lynchburg Museum System (\$1,000), and the Lynchburg Economic Development Authority (\$2,500).

**SUMMARY:** The Lynchburg Regional Convention & Visitors Bureau (LRCVB) was awarded a \$50,000 marketing leverage grant from the Virginia Tourism Corporation to fund the Website Development Program. This grant leverages marketing efforts by the Tourism Department to create the next-generation tourism website with professional photography to elevate the tourism program for Lynchburg and the surrounding region.

The LRCVB Website Development Program will accomplish the following: Create the next-generation website; elevate the Lynchburg region tourism brand; Tell a more visually vibrant and compelling story; Generate more leisure, group, conference and sporting leads for the region; Advanced reporting and analytics; An updated store of high-resolution photographs; and a more positive front and back-end site experience.

An in-kind match of \$100,000 in marketing efforts is part of the grant agreement. These marketing initiatives include a state-of-the-art website development program, advertising placements, marketing communications, and conference and travel showcase attendance. These marketing efforts are funded with resources of \$95,500 from the FY 2016 General Fund Tourism Department budget and partner sponsorships from Lynch's Landing (\$1,000), the Lynchburg Museum System (\$1,000), and the Lynchburg Economic Development Authority (\$2,500).

**PRIOR ACTION(S):** Finance Committee, July 12, 2016

**FISCAL IMPACT:** An in-kind match of \$95,500 from the FY 2016 General Fund Tourism Department budget and partner sponsorships from Lynch's Landing (\$1,000), the Lynchburg Museum System (\$1,000), and the Lynchburg Economic Development Authority (\$2,500).

**CONTACT(S):** Sergei Troubetzkoy, Director of Tourism, 455-7297

**ATTACHMENT(S):** Resolution

**REVIEWED BY:** bms

RESOLUTION:

BE IT RESOLVED that the FY 2016 City/Federal/State Aid Fund budget is amended and \$50,000 is appropriated with resources from a marketing leverage grant from the Virginia Tourism Corporation. The funds will be used for the Website Development Program for the Lynchburg Regional Convention & Visitors Bureau. An in-kind match of \$100,000 in additional marketing efforts is required, with resources of \$95,500 from the FY 2016 General Fund Tourism Department budget and partner sponsorships from Lynch's Landing (\$1,000), The Lynchburg Museum System (\$1,000), and the Lynchburg Economic Development Authority (\$2,500).

Introduced:

Adopted:

Certified:

\_\_\_\_\_  
Clerk of Council

# LYNCHBURG CITY COUNCIL

## Agenda Item Summary

MEETING DATE: **August 9, 2016**

AGENDA ITEM #: **5**

CONSENT: **X**  
ACTION:

REGULAR:  
INFORMATION:

WORK SESSION:

CLOSED SESSION:  
(Confidential)

**ITEM TITLE: Review, Amend and Reaffirm the City's Finance Committee Guidelines**

Strategic Pillar(s) Impacted:

<input type="checkbox"/> Arts & Culture	<input type="checkbox"/> Citizen Engagement & Social Capital	<input type="checkbox"/> Economic Development	<input type="checkbox"/> Healthy & Active Living
<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Land Use	<input type="checkbox"/> Lifelong Learning	<input type="checkbox"/> Natural Resources
<input type="checkbox"/> Neighborhoods	<input type="checkbox"/> Safe Community	<input type="checkbox"/> Social Equity	<input type="checkbox"/> Transportation
			<input checked="" type="checkbox"/> Administrative

**RECOMMENDATION:** Approve the attached guidelines for the operation of the City Council's Finance Committee.

**SUMMARY:** The Finance Committee Guidelines are reviewed by the Committee for relevance bi-annually with the appointment of the Finance Committee Chairman. The guidelines were reviewed by the Finance Committee on July 12, 2016 and require Council approval.

**PRIOR ACTION(S):** Finance Committee, July 12, 2016

**FISCAL IMPACT:** None

**CONTACT(S)** Donna S. Witt, Director of Financial Services, 455-3968

**ATTACHMENT(S):** Draft Finance Committee Guidelines

**REVIEWED BY:**

**Finance Committee Guidelines**  
*(Staff Recommendations, July 12, 2016)*

**General Purpose Statement**

To guide the City in the execution of Council-adopted financial policies; to review and serve as a filter in determining specific budget/financial actions to be considered by City Council; and, to review financial reports on a quarterly basis to determine if any revenue or expenditure adjustments are necessary during the fiscal year.

To better facilitate the Finance Committee meetings, the agenda format is divided into two sections: General Business and Other Information. Following is a sample of items that may be included in each of these sections:

**I. Items considered as General Business**

1. A review of the status of the General Fund Reserve for Contingencies
2. Any item requesting an appropriation from:
  - Reserve for Contingencies-All Funds
  - Fund Balance-All Funds
3. Review of grant applications:  
Prior to submitting grant applications, the grant application or concept will be reviewed by the Finance Committee if local funding is required during or following the end of the grant period. Departments applying for grants must include a strategy for consideration by the Committee outlining what action will occur when the grant funding expires.
4. Discuss quarterly financial reports for the General, Water, Sewer, Stormwater, Airport, Juvenile Detention Home, ~~Comprehensive~~ Children's Services Act (CSA) Funds, and Greater Lynchburg Transit Company (GLTC).
5. Proposed Amendments to Fiscal Management Policies.
6. The structure and timing of proposed bond sales.
7. Other items deemed appropriate by the City Manager.

**II. Items Considered as Other Information**

1. Items that do not require immediate Council action but are to advise Council on future items, issues, or simply information sharing. Examples include: reports from bond rating agencies, changes in Virginia Retirement System costs, changes in accounting identified by the Governmental Accounting Standards Board (GASB), grants that are fully reimbursable, requiring no current or local funding.

**III. Financial items to be considered by the full City Council**

1. Input into the planning and approach for the annual Capital Improvement Program and Operating Budget.
2. Review and deliberations regarding the Proposed Capital Improvement Program and Operating Budget.
3. Requests for funding by outside agencies.
4. ~~Carry Forward~~ First Quarter Adjustments
5. Third Quarter Adjustments
6. Use of Contingency
7. Financial Trend Indicator Reports
8. New programs or changes in programs creating a current or future budget impact, to include both revenue and expenditure impact.

**IV. Roll Call Items**

# FINANCE COMMITTEE

## Agenda Item Summary

MEETING DATE: **July 12, 2016**

AGENDA ITEM NO.: **6**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

ACTION:

INFORMATION: **X**

(Confidential)

ITEM TITLE: **Investment Summary**

RECOMMENDATION: Review a summary of the City's investment activity for the Quarter ending April 30, 2016.

SUMMARY: According to the Investment Policy that was reaffirmed March 22, 2016, a quarterly report will be prepared and presented to City Council for information and comment. Attached are the Investment Summary prepared by Davenport & Company, LLC and the State Street & LGIP Investments by Security Type and Bank prepared by Department of Financial Services staff for the Quarter ending April 30, 2016.

These reports give a summary of the investment activity and the City Manager, Deputy City Manager, and Director of Financial Services review these reports with staff of the City's Investment Advisor, Davenport & Company, LLC on a quarterly basis.

PRIOR ACTION(S): This information is provided quarterly to the Finance Committee.

FISCAL IMPACT: None

CONTACT(S): Donna Witt, Director of Financial Services, 455-3968

ATTACHMENT(S):

Investment Summary, prepared by Davenport & Compnay, LLC  
State Street & LGIP Investments by Security Type and Bank

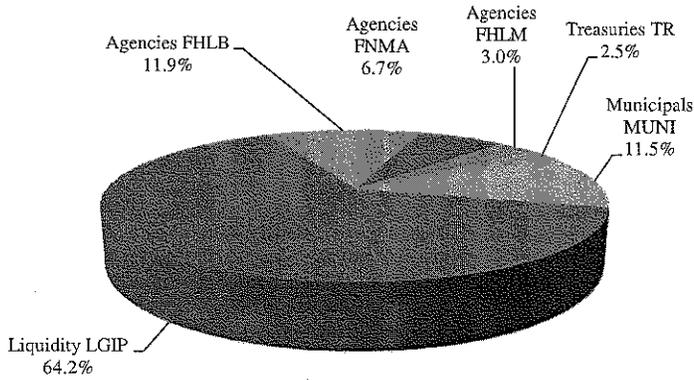
REVIEWED BY:

# Investment Summary

Quarterly Investment Review - 4/30/2016

City of Lynchburg

## Current Holdings



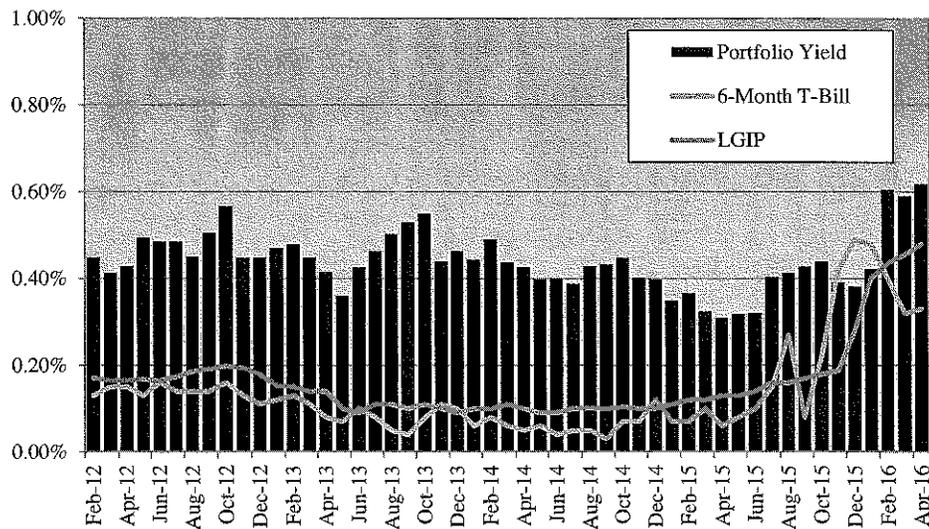
## Portfolio Statistics

Total Investments	
This Quarter	82,444,266
Last Quarter	71,837,014
One Year Ago	92,244,066
Weighted Average Yield	
Portfolio	0.62%
Weighted Average Maturity (days)	
Excluding Liquidity (days)	286
Including Liquidity (days)	102

## Comments

This quarter, the City made ten purchases, totaling \$10.85 million in new investments. Additionally, \$8.89 million of the portfolio's securities matured during the quarter. The weighted average yield increased over the quarter, from 0.42% to 0.62%, while the average maturity of the portfolio (excluding liquidity) increased by 17 days.

## Portfolio Yield



**STATE STREET & LGIP INVESTMENTS  
BY SECURITY TYPE AND BANK**

**April 30, 2016**

<u>Type</u>	<u>Amount Invested</u>	<u>Investment Percentages</u>	<u>Target Investment %</u>
SSGA	\$67,157.70	0%	
Certificate of Deposits	0.00	0%	8%
FFCB	0.00	0%	10%
FHLB	9,800,000.00	12%	20%
FHLMC	2,500,000.00	3%	10%
FNMA	5,550,000.00	7%	10%
Subtotal Agencies	<u>\$17,850,000.00</u>		
Treasuries	2,100,000.00	3%	10%
Commercial Paper	0.00	0%	8%
Bonds	9,520,000.00	11%	8%
<b>INVESTED ST STREET</b>	<b><u>\$29,470,000.00</u></b>		
<b>INVESTED LGIP</b>	<b><u>\$53,907,514.89</u></b>	<b>65%</b>	<b>16%</b>
<b>TOTAL INVESTED</b>	<b><u>\$83,444,672.59</u></b>	<b>100%</b>	<b>100%</b>
<b>(Includes SSGA &amp; LGIP Funds)</b>			

**BANK DISTRIBUTION**

B B & T Capital Mkts	\$1,500,000.00	5%
Baird & Company	4,500,000.00	15%
FTN Financial	1,000,000.00	3%
Raymond James	16,470,000.00	56%
SunTrust Capital Mkts	2,350,000.00	8%
Wells Fargo Securities	3,650,000.00	12%
<b>INVESTED ST STREET</b>	<b><u>\$29,470,000.00</u></b>	<b>100%</b>
State Street (SSGA)	<u>\$67,157.70</u>	
<b>TOTAL INVESTED ST STREET</b>	<b><u>\$29,537,157.70</u></b>	

<b>LGIP Funds</b>	
1. General	17,117,099.02
City Capital Projects	4,128,784.18
City Capital/VDOT Fnds	3,673,374.56
School Capital Projects	8,719,627.59
Technology	96,438.97
Regional Airport	958,191.71
Airport Debt Reserve	112,667.62
Airport Projects Grant	1,603,627.74
Self Insurance	1,332,559.74
Internal Services	1,278,976.10
Special Welfare	44,043.99
2. Water Operating	1,793,296.01
Water Capital	2,992,715.28
3. Sewer Operating	4,572,095.61
Sewer Capital	4,253,135.66
4. Stormwater Operating	406.45
Stormwater Capital Projects	1,000,000.00
5. PFC Fund	230,474.66
<b>TOTAL LGIP</b>	<b><u>\$53,907,514.89</u></b>

# FINANCE COMMITTEE

## Agenda Item Summary

MEETING DATE: **July 12, 2016**

AGENDA ITEM NO.: **7**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

ACTION:

INFORMATION: **X**

(Confidential)

ITEM TITLE: **Revenue Update**

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

SUMMARY: Five of the City's major revenue sources are taxes collected on a monthly basis: Sales Tax, Consumer Utility Tax – Electric, Communications Sales and Use Tax, Meals Tax, and Lodging Tax. Since the last Finance Committee meeting, revenue information through April 2016 has been posted for these five revenue streams.

PRIOR ACTION(S):

This information is provided monthly to the Finance Committee.

FISCAL IMPACT:

None

CONTACT(S):

Donna Witt, Director of Financial Services, 455-3968

ATTACHMENT(S):

Comparison of Collections Budget to Actual FY 2015 – FY 2016

REVIEWED BY:

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

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Adopted FY 2016	Actual FY 2016	Actual FY 2016 to Adopted FY 2016	Actual FY 2016 to Actual FY 2015
<b>SALES &amp; USE TAX</b>								
<i>ADOPTED FY 2016 BUDGET - \$14,700,000</i>								
JULY	\$1,014,596	\$996,646	\$1,075,816	\$1,131,485	\$1,119,202	\$1,207,589	\$88,387	\$76,104
AUGUST <sup>1</sup>	1,079,129	1,145,592	1,098,342	1,299,763	1,142,228	1,198,772	56,544	(100,991)
SEPTEMBER	1,100,698	1,117,209	1,083,199	1,204,336	1,191,262	1,269,930	78,668	65,594
OCTOBER	1,055,941	1,033,859	1,161,965	1,185,608	1,172,738	1,231,666	58,928	46,058
NOVEMBER	1,117,090	1,187,008	1,155,729	1,241,898	1,228,417	1,227,636	(781)	(14,262)
DECEMBER <sup>2</sup>	1,488,926	1,466,715	1,316,419	1,669,810	1,651,684	1,600,507	(51,177)	(69,303)
JANUARY	998,052	1,085,312	1,103,175	1,073,237	1,061,587	1,055,364	(6,223)	(17,873)
FEBRUARY	1,134,434	1,074,819	1,172,252	1,131,392	1,119,110	1,161,810	42,700	30,418
MARCH	1,196,149	1,138,611	1,217,930	1,282,807	1,268,882	1,323,375	54,493	40,568
APRIL	1,053,637	1,129,443	1,183,748	1,311,297	1,297,062	1,202,186	(94,876)	(109,111)
<b>TOTAL</b>	<b>\$11,238,652</b>	<b>\$11,375,214</b>	<b>\$11,568,575</b>	<b>\$12,531,633</b>	<b>\$12,252,172</b>	<b>\$12,478,835</b>	<b>\$226,663</b>	<b>(\$52,798)</b>
<b>CONSUMER UTILITY TAX - ELECTRIC</b>								
<i>ADOPTED FY 2016 BUDGET - \$3,790,000</i>								
JULY	\$341,729	\$323,141	\$325,815	\$321,596	\$320,615	\$332,876	\$12,261	\$11,280
AUGUST	345,615	345,163	318,738	305,012	304,082	333,953	29,871	28,941
SEPTEMBER	325,754	318,915	317,324	317,947	316,978	328,411	11,433	10,464
OCTOBER	280,745	279,145	273,646	273,264	272,431	281,514	9,083	8,250
NOVEMBER	281,842	282,035	280,945	273,353	272,520	270,434	(2,086)	(2,919)
DECEMBER	325,287	330,714	348,750	346,565	345,509	321,380	(24,129)	(25,185)
JANUARY	344,439	346,399	374,541	365,859	364,744	346,212	(18,532)	(19,647)
FEBRUARY	322,546	342,839	372,254	381,844	380,680	361,670	(19,010)	(20,174)
MARCH	298,405	326,828	334,289	339,965	338,929	312,928	(26,001)	(27,037)
APRIL	271,034	320,253	306,485	288,704	287,824	282,659	(5,165)	(6,045)
<b>TOTAL</b>	<b>\$3,137,396</b>	<b>\$3,215,432</b>	<b>\$3,252,787</b>	<b>\$3,214,109</b>	<b>\$3,204,311</b>	<b>\$3,172,037</b>	<b>(\$32,274)</b>	<b>(\$42,072)</b>
<b>COMMUNICATIONS SALES &amp; USE TAX</b>								
<i>ADOPTED FY 2016 BUDGET - \$3,300,000</i>								
JULY	\$349,339	\$293,358	\$286,999	\$283,594	\$275,000	\$276,750	\$1,750	(\$6,844)
AUGUST	294,910	291,560	284,691	281,957	275,000	270,038	(4,962)	(11,919)
SEPTEMBER	179,549	263,295	284,249	283,441	275,000	273,974	(1,026)	(9,467)
OCTOBER	309,437	319,011	288,830	287,702	275,000	277,686	2,686	(10,016)
NOVEMBER	284,123	300,665	284,176	279,441	275,000	271,470	(3,530)	(7,971)
DECEMBER	233,654	297,855	289,726	282,491	275,000	276,524	1,524	(5,967)
JANUARY	337,936	282,620	264,960	275,361	275,000	271,160	(3,840)	(4,201)
FEBRUARY	287,492	287,759	280,480	291,186	275,000	275,887	887	(15,299)
MARCH	302,278	299,333	288,500	285,971	275,000	282,470	7,470	(3,501)
APRIL	292,542	287,442	285,052	276,473	275,000	270,594	(4,406)	(5,879)
<b>TOTAL</b>	<b>\$2,871,260</b>	<b>\$2,922,898</b>	<b>\$2,837,663</b>	<b>\$2,827,617</b>	<b>\$2,750,000</b>	<b>\$2,746,553</b>	<b>(\$6,511)</b>	<b>(\$71,684)</b>

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

	Actual Assessed FY 2013	Actual Collected FY 2013 <sup>5</sup>	Actual Assessed FY 2014	Actual Collected FY 2014 <sup>5</sup>	Actual Assessed FY 2015	Actual Collected FY 2015 <sup>5</sup>	Adopted FY 2016	Actual Assessed FY 2016	Actual Assessed FY 2016 to Adopted FY 2016	Actual Collected FY 2016 <sup>5</sup>	Actual Collected FY 2016 to Adopted FY 2016	Actual Collected FY 2016 to Assessed FY 2016
<b>MEALS TAX</b>												
<i>ADOPTED FY 2016 BUDGET - \$13,715,000</i>												
JULY <sup>3</sup>	\$943,431	\$1,044,556	\$944,920	\$1,159,786	\$1,009,124	\$970,597	\$1,026,218	\$1,090,368	\$64,150	\$1,046,770	\$20,552	(\$43,598)
AUGUST	1,042,850	1,026,544	1,056,821	1,024,718	1,152,551	1,119,585	1,172,074	1,173,209	1,135	1,213,559	41,485	40,350
SEPTEMBER	1,011,701	1,012,294	1,030,134	1,052,079	1,107,413	1,159,391	1,126,172	1,187,734	61,562	1,167,356	41,184	(20,378)
OCTOBER	1,006,966	1,003,032	1,046,550	958,359	1,149,721	1,119,430	1,169,196	1,181,133	11,937	1,152,017	(17,179)	(29,116)
NOVEMBER	964,775	868,692	1,019,305	1,064,385	1,079,590	1,099,028	1,097,877	1,104,321	6,444	1,156,651	58,774	52,330
DECEMBER	1,044,178	1,083,983	1,061,859	1,035,379	1,138,978	1,117,510	1,158,271	1,225,475	67,204	1,224,108	65,837	(1,367)
JANUARY	927,026	889,358	968,124	971,677	1,089,143	963,288	1,107,592	1,007,562	(100,030)	908,712	(198,880)	(98,850)
FEBRUARY	983,390	995,618	987,205	957,979	1,032,923	1,198,810	1,050,420	1,143,880	93,460	1,154,457	104,037	10,577
MARCH	1,092,759	1,091,421	1,144,197	1,142,746	1,222,307	1,177,822	1,243,012	1,258,241	15,229	1,393,915	150,903	135,674
APRIL	1,052,568	1,067,037	1,098,389	1,034,811	1,206,781	978,156	1,227,223	1,241,103	13,880	1,244,722	17,499	3,619
<b>TOTAL</b>	<b>\$10,069,644</b>	<b>\$10,082,535</b>	<b>\$10,357,504</b>	<b>\$10,401,919</b>	<b>\$11,188,531</b>	<b>\$10,903,617</b>	<b>\$11,378,055</b>	<b>\$11,613,026</b>	<b>\$234,971</b>	<b>\$11,662,267</b>	<b>\$284,212</b>	<b>\$49,241</b>
<b>LODGING TAX</b>												
<i>ADOPTED FY 2016 BUDGET - \$2,037,000</i>												
JULY <sup>3</sup>	\$180,074	\$197,072	\$174,759	\$223,419	\$189,065	\$180,395	\$186,540	\$180,587	(\$5,953)	\$180,808	(\$5,732)	\$221
AUGUST <sup>4</sup>	163,020	275,903	185,662	185,340	185,946	185,402	183,463	206,422	22,959	202,217	18,754	(4,205)
SEPTEMBER	160,661	157,680	181,706	204,758	173,904	173,875	171,582	204,267	32,685	206,009	34,427	1,742
OCTOBER	183,064	191,453	184,462	185,014	209,859	209,788	207,056	196,681	(10,375)	160,131	(46,925)	(36,550)
NOVEMBER	131,993	129,941	153,745	148,082	141,855	144,988	139,961	140,923	962	177,048	37,087	36,125
DECEMBER	112,277	113,067	141,137	126,077	115,033	119,891	113,497	130,478	16,653	130,150	16,653	(328)
JANUARY	134,471	129,578	133,071	125,716	117,665	108,523	116,094	120,072	3,978	109,217	(6,877)	(10,855)
FEBRUARY	136,660	136,660	136,497	139,851	130,777	133,217	129,031	150,144	21,113	140,716	11,685	(9,428)
MARCH	158,737	158,706	176,151	172,029	184,242	178,963	181,782	204,178	22,396	222,261	40,479	18,083
APRIL	161,422	161,391	170,639	171,590	181,003	162,085	178,586	177,191	(1,395)	175,590	(2,996)	(1,601)
<b>TOTAL</b>	<b>\$1,522,379</b>	<b>\$1,651,451</b>	<b>\$1,637,829</b>	<b>\$1,681,876</b>	<b>\$1,629,349</b>	<b>\$1,597,127</b>	<b>\$1,607,590</b>	<b>\$1,710,943</b>	<b>\$103,025</b>	<b>\$1,704,147</b>	<b>\$96,557</b>	<b>(\$6,796)</b>

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

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

<sup>3</sup> 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.

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

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