

FINANCE COMMITTEE AGENDA
Tuesday, January 22, 2013
Bidder's Room
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. Consider a request to adopt a resolution to amend the FY 2013 City/Federal/State Aid Fund budget and appropriate \$30,952 with resources of \$15,476 from the Virginia Department of Emergency Management 2012 Local Emergency Management Performance Grant and \$15,476 transferred from the FY 2013 General Fund Emergency Services Department budget to fund a part-time Emergency Management Deputy Coordinator position.

Contact: William A. Aldrich, Director of Emergency Services 455-4285

11:45 a.m.

3. Consider a request to adopt a resolution to amend the FY 2013 City/Federal/State Aid Fund budget and appropriate \$161,406 with resources from the Department of Homeland Security/ Federal Emergency Management Agency (DHS/FEMA) Grant Programs Directorate (GPD) FY 2012 Staffing for Adequate Fire and Emergency Response (SAFER) grant to hire nine (9) full-time firefighters for the Fire Department.

Contact: Fire Chief S. Brad Ferguson 455-6340

11:55 a.m.

4. Approve the submittal of a grant application to the Virginia Department of Criminal Justice Services One-Time Equipment Grant Program to purchase computers and a copier for the Office of the Commonwealth's Attorney.

Contact: Michael Doucette, Commonwealth's Attorney 455-3762

12:00 p.m.

5. Approve the submittal of a grant application to the Virginia Department of Criminal Justice One-Time Equipment Grant Program to purchase replacement camera and recording equipment for the office facility and to replace outdated Electronic Control Devices (ECD) Tasers for the Lynchburg Sheriff's Office.

Contact: Sheriff Ronald L. Gillispie 847-1301

12:05 p.m.

6. Consider a request to adopt a resolution authorizing the reallocation of public improvements projects and amounts related to the \$10,000,000 General Obligation Public Improvement Bond Anticipation Notes (BAN) authorized by City Council on October 25, 2011 with Resolution No. R-11-122.

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

12:10 p.m.

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

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

12:15 p.m.

8. Roll Call

OTHER INFORMATION

Office of the Circuit Court Clerk:

A resolution to amend the FY 2013 City/Federal/State Aid Fund budget and appropriate \$5,631 with resources from a grant from the Library of Virginia to preserve three Marriage Register books with records dated 1853 to 1909 at the Lynchburg Circuit Court Clerk's Office.

Contact: Eugene Wingfield, Circuit Court Clerk 455-2611

The next Finance Committee meeting is Tuesday, February 26, 2013, at 11:30 a.m.

FY 2013 GENERAL FUND RESERVE FOR CONTINGENCIES

BEGINNING BALANCE, JULY 1, 2012

Anticipated carryforward to FY 2013 Reserve for Contingencies - 05/22/12 Council Meeting

BALANCE

APPROPRIATIONS (Second Reading)

Human Services Building Bond Reissue - 01/08/13 Council Meeting

TOTAL APPROPRIATIONS

REMAINING BALANCE

ITEMS INTRODUCED

TOTAL INTRODUCED ITEMS

REMAINING BALANCE

PENDING ITEMS

TOTAL PENDING ITEMS

PROJECTED BALANCE

Reserve for Contingencies	City Manager's Discretionary Funding
\$650,000	\$50,000
500,000	
\$1,150,000	\$50,000
	\$42,000
\$0	\$42,000
\$1,150,000	\$8,000
\$0	\$0
\$1,150,000	\$8,000
\$0	\$0
\$1,150,000	\$8,000

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **January 22, 2013**

AGENDA ITEM NO.: **2**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION:

ITEM TITLE: **2012 Local Emergency Management Performance Grant**

RECOMMENDATION:

Adopt a resolution to amend the FY 2013 City/Federal/State Aid Fund budget and appropriate \$30,952 with resources of \$15,476 from the Virginia Department of Emergency Management 2012 Local Emergency Management Performance Grant and \$15,476 transferred from the FY 2013 General Fund Emergency Services Department budget to fund a part-time Emergency Management Deputy Coordinator position.

SUMMARY:

The Emergency Management Performance Grant Program for all hazards is authorized by the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121, et seq.). Title VI of the Stafford Act authorizes FEMA to make grants for the purpose of providing a system of emergency preparedness for the protection of life and property in the United States from all hazards and to vest responsibility for emergency preparedness jointly in the federal government and the states and their political subdivisions.

These funds, which are distributed to localities by the Virginia Department of Emergency Management, will allow the Department of Emergency Services to fund a part-time position to assist in delivery of local emergency management programs and services. These programs and services include creating and overseeing exercises, providing public education programs concerning emergency planning and preparedness, and assisting with maintaining city-wide emergency operations plans and procedures.

The grant period is for one year; the part-time position is contingent upon this grant funding. The City is not obligated to retain the position after the conclusion of the grant. Grant funds are available annually; the department anticipates applying for renewed funding to continue this program.

A local match is required by the grant, which will be satisfied with in-kind services provided by the existing Emergency Management Coordinator's position. No additional local funding is needed.

PRIOR ACTION(S):

January 22, 2013 Finance Committee

FISCAL IMPACT:

The local matching funds requirement for this grant (\$15,476) will be satisfied with in-kind services by the existing Emergency Management Coordinator's position salary in the General Fund.

CONTACT(S):

William A. Aldrich, Director of Emergency Services, 455-4285

ATTACHMENT(S):

Resolution

REVIEWED BY:

RESOLUTION:

BE IT RESOLVED that the FY 2013 City/Federal/State Aid Fund budget is amended and \$30,952 is appropriated with resources of \$15,476 from the Virginia Department of Emergency Management 2012 Local Emergency Management Performance Grant and \$15,476 transferred from the FY 2013 General Fund Emergency Services Department budget to fund a part-time Emergency Management Deputy Coordinator position.

Introduced:

Adopted:

Certified:

Clerk of Council

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **February 12, 2013**

AGENDA ITEM NO.: **3**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION: **X**

INFORMATION:

ITEM TITLE: Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA), Grant Programs Directorate (GPD) 2012 SAFER (Staffing for Adequate Fire and Emergency Response) grant program.

RECOMMENDATION: Adopt a resolution to amend the FY 2013 City/Federal/State Aid Fund budget and appropriate \$161,406 with resources from the Department of Homeland Security/Federal Emergency Management Agency (DHS/FEMA) Grant Programs Directorate (GPD) FY 2012 Staffing for Adequate Fire and Emergency Response (SAFER) grant to hire nine (9) full-time firefighters for the Fire Department.

SUMMARY: The Staffing for Adequate Fire and Emergency Response (SAFER) Grants program was created to provide funding directly to fire departments and volunteer firefighter interest organizations to help them increase the number of trained, "front line" firefighters available in their communities. The goal of SAFER is to enhance the local fire departments' abilities to comply with staffing, response, and operational standards established by the NFPA and OSHA (NFPA 1710 and/or NFPA 1720 and OSHA 1910.134). SAFER funds assist local fire departments with staffing and deployment capabilities so they may respond to emergencies whenever they occur, assuring their communities have adequate protection from fire and fire-related hazards.

The Fire Department has been awarded \$979,497 in funding for nine (9) full-time firefighters of which three (3) are positions eliminated in FY 2013. This funding is available to pay the salaries and fringes for firefighters for a two (2) year period. There is no requirement that the SAFER funded positions be retained beyond the two year obligation period. It will be clearly communicated during the SAFER funded positions recruitment and hiring process (via employment opportunity announcements and conditional job offers) that these are grant funded positions and there is no guarantee of employment past the grant period of performance. However, the department's grant exit strategy is to transfer SAFER funded employees into existing City funded firefighter positions that are vacated through attrition (retirements and employment separations).

At this time, the Fire Department is requesting appropriation for expenses anticipated in FY 2013 only; the remaining expenses (\$818,091) associated with FY 2014 and FY 2015 will be requested and appropriated through the annual budget process.

The SAFER grant provides one hundred percent (100%) of the approved funding; no matching funds are required. The department must fund any costs for overtime, Personal Protective Equipment, and other job-related equipment and supplies.

PRIOR ACTION(S): Finance Committee, September 11, 2012
Council Meeting to authorize City Manager to accept the SAFER grant, January 8, 2013
Finance Committee, January 22, 2013

FISCAL IMPACT: The program is 100% reimbursable; however, the department must fund any costs for overtime, Personal Protective Equipment, and other job-related equipment and supplies.

CONTACT(S): Fire Chief Steven B. Ferguson, 455-6340
Master Firefighter N. Ed Fletcher, 455-6340
Ellen Davidson-Martin, Fire Administrative Manager, 455-6368

ATTACHMENT(S): Resolution

REVIEWED BY:

RESOLUTION:

BE IT RESOLVED That the FY 2013 City/Federal/State Aid Fund budget is amended and \$161,406 is appropriated with resources from the Department of Homeland Security/Federal Emergency Management Agency (DHS/FEMA) Grant Programs Directorate (GPD) FY 2012 Staffing for Adequate Fire and Emergency Response (SAFER) grant to hire nine (9) full-time firefighters for the Fire Department.

Introduced:

Adopted:

Certified:

Clerk of Council

FINANCE COMMITTEE

Agenda Item Summary

MEETING DATE: **January 22, 2013**

AGENDA ITEM NO.: **4**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

ACTION: **X**

INFORMATION:

(Confidential)

ITEM TITLE: Application to the Virginia Department of Criminal Justice Services for a One-Time Equipment Grant

RECOMMENDATION:

Approve the submittal of a grant application to the Virginia Department of Criminal Justice Services One-Time Equipment Grant Program to purchase computers and a copier for the Office of the Commonwealth's Attorney.

SUMMARY:

The Office of the Commonwealth's Attorney (OCA) is requesting approval to apply for One-Time Equipment Grant funding through the Virginia Department of Criminal Justice Services to purchase laptops (3), desktop computers (4), and a high speed copier to replace an outdated, inefficient one. The proposed project period is for 9 months commencing July 1, 2013 and ending March 31, 2014. This is a one-time application and award. The OCA plans to apply for approximately \$22,200.

The grant has a required local match of 10% which is available in the Asset Forfeiture Fund.

PRIOR ACTION(S):

None

FISCAL IMPACT:

The grant requires a 10% local match; the OCA will provide the required \$2,220 cash match out of its Asset Forfeiture Funds.

CONTACT(S):

Michael Doucette, Commonwealth's Attorney, 455-3762

Donna Nash, Grants Administrator, 455-3770

ATTACHMENT(S):

None

REVIEWED BY:

FINANCE COMMITTEE

Agenda Item Summary

MEETING DATE: **January 22, 2013**

AGENDA ITEM NO.: **5**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION:

ITEM TITLE: Virginia Department of Criminal Justice Services one time equipment grant application to purchase/replace camera and recording equipment for the sheriffs office facility and replace outdated ECD Tasers on loan to the Sheriffs Office from Lynchburg Police Department.

RECOMMENDATION:

Approve the submittal of a grant application to the Virginia Department of Criminal Justice One-Time Equipment Grant Program to purchase replacement camera and recording equipment for the office facility and to replace outdated Electronic Control Devices (ECD) Tasers for the Lynchburg Sheriff's Office.

SUMMARY:

The Department of Criminal Justice Services periodically awards grant funding to assist law enforcement agencies in obtaining and upgrading equipment, support training, and achieving other goals that support the enhancement of citizen and community Law Enforcement services.

The Lynchburg Sheriff's Office desires to submit a one-time equipment grant request for \$35,000 to replace existing outdated camera monitoring and recording equipment for the office facility and replace outdated ECD Tasers carried by uniform personnel. The video monitoring and recording equipment is utilized to monitor deputy performance as well as provide security for all who visit the office facility. Tasers have been proven to be highly effective in controlling those who attempt to disrupt court proceedings and process while minimizing the risk of injury to both deputies and offenders.

The grant has a required local match of 10%, which is available in the FY 2014 General Fund Sheriff's Office budget.

PRIOR ACTION(S):

None

FISCAL IMPACT:

This grant has a 10% required local match; \$3,500 in matching funds will be provided from the Sheriff's Offices FY 2014 budget.

CONTACT(S):

Sheriff Ronald L. Gillispie, 847-1301
Chief Deputy Donald T. Sloan, 847-1301
Corporal Gregory T. Berry, 847-1301

ATTACHMENT(S):

None

REVIEWED BY:

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **January 22, 2013**

AGENDA ITEM NO.: **6**

CONSENT: REGULAR: **X** WORK SESSION

CLOSED SESSION:
Confidential)

ACTION: **X** INFORMATION:

ITEM TITLE: Reallocate Capital Projects Categories for the \$10,000,000 Bank Qualified Line of Credit for Interim Capital Financing

RECOMMENDATION: City Council is requested to take the following action to reallocate the \$10,000,000 Bank Qualified Line of Credit for capital projects interim financing among the previously approved project categories.

- (a) Adopt a Resolution authorizing the reallocation of public improvements projects and amounts related to the \$10,000,000 General Obligation Public Improvement Bond Anticipation Notes (BAN) authorized by City Council on October 25, 2011 with Resolution No. R-11-122. That resolution allocated amounts and projects as follows: \$6,000,000 million for general government and schools projects, and \$4,000,000 for water and sewer projects. This resolution presented reallocates up to an additional \$4,000,000 for water and sewer projects from general government and schools projects, all of which is within the \$10,000,000 Line of Credit BAN.

SUMMARY: Since 1997, the City has consistently utilized a Line of Credit to provide interim financing for the timely construction of capital projects which needed to occur prior to the receipt of bond proceeds. This Bank Qualified Line of Credit authorized by City Council on October 25, 2011 provides interim financing for capital needs only and is not utilized for any City operating expenditures. Also, it facilitates the City's objective of issuing bonds on an every other year basis and/or when the market environment is more favorable. The original resolution for this interim financing allocated the \$10,000,000 into two categories as follows: \$6,000,000 for general government and schools capital projects, and \$4,000,000 for water and sewer capital projects. The resolution presented now authorizes a reallocation of up to an additional \$4,000,000 for water and sewer capital projects and authorizes a reallocation down of the same from the general government and schools capital projects. The Line of Credit will remain at a total of \$10,000,000 of interim financing. Capital projects projections indicate an additional need for interim financing for water capital projects until such time as the City issues bonds for permanent capital project financing.

PRIOR ACTION(S): October 25, 2011 Finance Committee
October 25, 2011 City Council Meeting - Resolution No. R-11-122
January 22, 2013 Finance Committee

FISCAL IMPACT: To provide additional interim financing for the water and sewer capital projects until the City issues bonds for permanent financing. Additional interest expense for interim financing predominantly related to the Water Operating Fund.

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

ATTACHMENT(S): Reallocation Resolution for Bank Qualified Line of Credit BAN

REVIEWED BY: lkp

A RESOLUTION OF THE COUNCIL OF THE CITY OF LYNCHBURG, VIRGINIA, REALLOCATING THE PURPOSES AND AMOUNTS FOR WHICH BORROWINGS ARE AUTHORIZED UNDER RESOLUTION NO. R-11-122 ADOPTED BY THE COUNCIL ON OCTOBER 25, 2011

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LYNCHBURG, VIRGINIA:

SECTION 1. Findings and Determinations. The Council (the “Council”) of the City of Lynchburg, Virginia (the “City”), hereby finds and determines as follows:

(a) On October 25, 2011, the Council adopted Resolution No. R-11-122, entitled “A RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED TEN MILLION DOLLARS (\$10,000,000) PRINCIPAL AMOUNT OF BONDS OF THE CITY OF LYNCHBURG, VIRGINIA, FOR THE PURPOSE OF PROVIDING FUNDS TO PAY THE COST OF VARIOUS PUBLIC IMPROVEMENT PROJECTS OF AND FOR SUCH CITY AND AUTHORIZING AND PROVIDING WITH RESPECT TO THE ISSUANCE AND SALE OF A LIKE PRINCIPAL AMOUNT OF GENERAL OBLIGATION BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE AND SALE OF SUCH BONDS”, authorizing the issuance of not to exceed \$10,000,000 principal amount of bonds of the City (the “Bonds”) and authorizing and providing with respect to the issuance and sale of a like principal amount of general obligation bond anticipation notes of the City (the “Notes”) in anticipation of the issuance and sale of the Bonds.

(b) Section 8 of Resolution No. R-11-122, quoted below, provided that the proceeds of sale of the Bonds and the Notes in anticipation of which the Bonds are issued shall be applied to the payment of the cost of the public improvement projects of and for the City in substantially the amounts set forth therein and provided further that if any project set forth therein shall require less than the entire respective amount so set forth the difference may be applied to any of the other projects so set forth:

“SECTION 8. The proceeds of the sale of the Bonds and the Notes in anticipation of which the Bonds are issued shall be applied to the payment of the cost of the following public improvement projects of and for the City in substantially the following respective amounts:

<u>Purpose</u>	<u>Amount</u>
General Government and Public School Improvement Projects	\$ 6,000,000
Water and Sewer Improvement Projects	<u>4,000,000</u>
	\$10,000,000

“If any project set forth above shall require less than the entire respective amount so set forth, the difference may be applied to any of the other projects so set forth.”

(c) The Council has determined, in accordance with Section 8 of Resolution No. R-11-122, to reallocate the public improvement projects and amounts for which borrowings evidenced by the Bonds and the Notes may be made thereunder.

SECTION 2. Reallocation of Public Improvement Projects and Amounts for Which Borrowings May Be Made Under Resolution No. R-11-122. In accordance with Section 8 of Resolution No. R-11-122, the Council hereby reallocates the public improvement projects and amounts for which borrowings evidenced by the Bonds and the Notes made be made by amending Section 8 of Resolution No. R-11-122 to read in its entirety as follows:

“SECTION 8. The proceeds of the sale of the Bonds and the Notes in anticipation of which the Bonds are issued shall be applied to the payment of the cost of the following public improvement projects of and for the City in substantially the following respective amounts:

<u>Purpose</u>	<u>Amount</u>
General Government and Public School Improvement Projects	\$ 2,000,000
Water and Sewer Improvement Projects	<u>8,000,000</u>
	\$10,000,000

“If any project set forth above shall require less than the entire respective amount so set forth, the difference may be applied to any of the other projects so set forth.”

SECTION 3. Effectiveness of Resolution. This resolution shall take effect upon its adoption.

FINANCE COMMITTEE

Agenda Item Summary

MEETING DATE: **January 22, 2013**

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 for the months of October and November has been posted for these revenue streams.

PRIOR ACTION(S):

This information is provided monthly to the Finance Committee.

FISCAL IMPACT:

None

CONTACT(S):

Bonnie Svrcek, Deputy City Manager, 455-3990

Donna Witt, Director of Financial Services, 455-3968

ATTACHMENT(S):

Comparison of Collections Budget to Actual FY 2012 – FY 2013

REVIEWED BY:

**Comparison of Collections
Budget to Actual FY 2012 - FY 2013**

	Actual FY 2010	Actual FY 2011	Actual FY 2012	Adopted FY 2013	Actual FY 2013	Actual FY 2013 to Adopted FY 2013	Actual FY 2013 to Actual FY 2012			
SALES & USE TAX										
<i>ADOPTED FY 2013 BUDGET - \$13,284,506</i>										
JULY	\$980,632	\$979,650	\$1,014,596	\$1,002,827	\$996,646	(\$6,181)	(\$17,950)			
AUGUST	984,751	1,022,849	1,079,129	1,066,611	1,145,592	78,981	66,463			
SEPTEMBER	1,118,288	1,102,964	1,100,698	1,087,930	1,117,209	29,279	16,511			
OCTOBER	1,074,618	1,056,307	1,055,941	1,043,692	1,033,859	(9,833)	(22,082)			
NOVEMBER	1,075,789	1,144,056	1,117,090	1,104,132	1,187,008	82,876	69,918			
TOTAL	\$5,234,078	\$5,305,826	\$5,367,454	\$5,305,192	\$5,480,314	\$175,122	\$112,860			
CONSUMER UTILITY TAX - ELECTRIC										
<i>ADOPTED FY 2013 BUDGET - \$3,757,100</i>										
JULY	\$309,784	\$352,603	\$341,729	\$346,445	\$323,141	(\$23,304)	(\$18,588)			
AUGUST	318,714	345,842	345,615	350,384	345,163	(5,221)	(452)			
SEPTEMBER	313,468	329,379	325,754	330,249	318,915	(11,334)	(6,839)			
OCTOBER	277,528	283,250	280,745	284,619	279,145	(5,474)	(1,600)			
NOVEMBER	275,270	262,650	281,842	285,731	282,035	(3,696)	193			
TOTAL	\$1,494,764	\$1,573,724	\$1,575,685	\$1,597,429	\$1,548,399	(\$49,030)	(\$27,286)			
COMMUNICATIONS SALES & USE TAX										
<i>ADOPTED FY 2013 BUDGET - \$3,530,000</i>										
JULY	\$260,565	\$301,373	\$349,339	\$294,166	\$293,358	(\$808)	(\$55,981)			
AUGUST	271,686	344,401	294,910	294,167	291,560	(2,607)	(3,350)			
SEPTEMBER	293,483	274,076	179,549	294,167	263,295	(30,872)	83,746			
OCTOBER	318,835	299,531	309,437	294,166	319,011	24,845	9,574			
NOVEMBER	309,705	292,735	284,123	294,167	300,665	6,498	16,542			
TOTAL	\$1,454,274	\$1,512,116	\$1,417,358	\$1,470,833	\$1,467,889	(\$2,944)	\$50,531			
MEALS TAX										
<i>ADOPTED FY 2013 BUDGET - \$10,830,000</i>										
JULY	\$874,987	\$844,384	\$889,917	\$889,135	\$820,859	\$958,235	\$137,376	\$1,044,556	\$223,697	\$86,321
AUGUST	916,720	872,601	960,082	962,761	884,371	1,042,850	158,479	1,026,544	142,173	(16,306)
SEPTEMBER	909,620	881,239	984,785	998,157	904,581	1,011,701	107,120	1,012,294	107,713	593
OCTOBER	939,119	938,152	999,289	994,851	918,237	1,006,966	88,729	1,003,032	84,795	(3,934)
NOVEMBER	868,677	837,655	916,955	898,157	841,506	964,775	123,269	868,692	27,186	(96,083)
TOTAL	\$4,509,123	\$4,374,031	\$4,751,028	\$4,743,061	\$4,369,555	\$4,984,527	\$614,972	\$4,955,118	\$585,563	(\$29,409)
LODGING TAX										
<i>ADOPTED FY 2013 BUDGET - \$1,700,000</i>										
JULY	\$161,614	\$159,195	\$180,074	\$168,386	\$140,452	\$180,074	\$39,622	\$197,072	\$56,620	\$16,998
AUGUST ²	170,748	159,316	192,759	200,321	176,240	163,020	(13,220)	275,903	99,663	112,883
SEPTEMBER	148,532	140,207	156,383	159,891	142,957	160,661	17,704	157,680	14,723	(2,981)
OCTOBER	184,513	173,828	185,386	185,530	169,498	183,064	13,566	191,453	21,955	8,389
NOVEMBER	125,640	116,376	131,053	131,431	119,846	131,993	12,147	129,941	10,095	(2,052)
TOTAL	\$791,047	\$748,922	\$845,655	\$845,559	\$748,993	\$818,812	\$69,819	\$952,049	\$203,056	\$133,237

¹ 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.

² The August FY 2013 collection amount includes a one-time \$140,000 payment in delinquent taxes.

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **February 12, 2013**

AGENDA ITEM NO.: **Other Info**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION:

ITEM TITLE: **Grant to Preserve Marriage Register books at the Circuit Court Clerk's Office**

RECOMMENDATION:

Adopt a resolution to amend the FY 2013 City/Federal/State Aid Fund budget and appropriate \$5,631 with resources from a grant from the Library of Virginia to preserve three Marriage Register books with records dated 1853 to 1909 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 \$5,631 will allow three Marriage Register books with records dating from 1853 to 1909 to be preserved.

No local match is required of this grant.

PRIOR ACTION(S):

January 22, 2013 Finance Committee

FISCAL IMPACT:

None – no local match is required.

CONTACT(S):

Eugene Wingfield, Circuit Court Clerk, 455-2611

ATTACHMENT(S):

Resolution

REVIEWED BY:

RESOLUTION:

BE IT RESOLVED that the FY 2013 City/Federal/State Aid Fund budget is amended and \$5,631 is appropriated with resources from a grant from the Library of Virginia to preserve three Marriage Register books with records dated 1853 to 1909 at the Lynchburg Circuit Court Clerk's Office.

Introduced:

Adopted:

Certified:

Clerk of Council