

**FINANCE COMMITTEE NOTES**  
**Tuesday, September 11, 2012**  
**Bidder's Room**

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

**ATTENDEES**

**Committee Members:** Councilmember Randy Nelson, Chairman; Councilmember H. Cary, III; Councilmember Joan Foster; Mayor Michael A. Gillette, Ex-Officio

**Others:** Kim Payne, City Manager; Bonnie Svrcek, Deputy City Manager; Donna Witt, Director of Financial Services; Rhonda Allbeck, Assistant Director of Financial Services; Megan Palmer, Assistant to the Director of Financial Services

**GENERAL BUSINESS**

1. Report on the General Fund Reserve for Contingencies

*Donna stated there are no new items introduced.*

2. Consider a request to approve the submittal of a grant application to 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 in the Hiring of Firefighters category for \$979,497 with resources from the SAFER FY 2012 fund to hire nine (9) full-time firefighters for the Fire Department.

*Approval was granted to the Fire Department to apply for the grant.*

3. Consider a request to adopt a resolution to amend the FY 2013 City/Federal/State Aid Fund budget and appropriate \$52,575 with resources of \$33,520 from the Department of Motor Vehicles Highway Safety Grant, \$2,295 transferred from the FY 2013 General Fund Police Department budget, and \$16,760 of in-kind equipment and services match to provide selective DUI and occupant restraint enforcement activities, attend related training, and purchase equipment.

*This item will be taken to full Council for consideration on September 25, 2012.*

4. Consider a request to adopt a resolution to amend the FY 2013 City/Federal/State Aid Fund budget and appropriate \$9,704 with resources of \$6,316 from the Department of Motor Vehicles Highway Safety Grant, \$230 transferred from the FY 2013 General Fund Police Department budget, and \$3,158 of in-kind equipment and services match to provide selective speed related enforcement activities, attend related training, and purchase equipment.

*This item will be taken to full Council for consideration on September 25, 2012.*

5. Consider a request to adopt a resolution to amend the FY 2013 City/Federal/State Aid Fund budget and appropriate \$44,850 with resources of \$29,900 from the Department of Motor Vehicles Highway Safety Program and \$14,950 of in-kind equipment and services match to send crash team members to accident reconstruction training and to purchase equipment.

*This item will be taken to full Council for consideration on September 25, 2012.*

6. Consider a request to adopt a resolution to amend the FY 2013 City Capital Projects Fund budget and appropriate \$50,000 with resources from the Virginia Economic Development Partnership, Virginia Brownfields Assistance Fund to assist with the remediation of the former Allen Morrison property.

*This item will be taken to full Council for consideration on September 25, 2012.*

7. Consider a request to approve the submittal of an Environmental Protection Agency (EPA) Brownfields Cleanup Program grant application requesting funds to complete the environmental remediation of the former Allen Morrison property.

*Approval was granted to Parks & Recreation to apply for the grant.*

8. Consider a request to adopt a resolution to amend the FY 2013 City/Federal/State Aid Fund budget and appropriate \$5,644 with resources of \$5,014 from the Virginia Department of Historic Resources (DHR) and \$630 transferred from the General Fund Community Development budget to (i) survey properties within and adjacent to the Pierce Street Renaissance District and (ii) submit a preliminary information form for the consideration of the properties as a potential listing within the State and National Historic Registers.

*This item will be taken to full Council for consideration on September 11, 2012.*

9. Review the collections received from five of the top revenue sources.

*Donna reported for the year Sales and Use Tax is up. Consumer Utility tax is still down due to mild winter. Communications Sales & Use Tax is not meeting projections despite the State's promise that funding would be level after the State began to manage collection of this tax; this issue seems to be statewide. Meals Tax is doing much better than anticipated primarily due to conservative budgeting. Lodging Tax is meeting projections.*

10. Roll Call

### **OTHER INFORMATION**

11. Request to adopt a resolution to amend the FY 2013 City/Federal/State Aid Fund budget and appropriate \$1,000 with resources from the Target Public Safety Grant Program to assist in promoting the Department of Emergency Services Ready Lynchburg Build-a-Kit initiative.

*This item will be taken to full Council for consideration on September 25, 2012.*

*Meeting adjourned at 11:51 a.m.*

**The next Finance Committee meeting is Tuesday, October 23, 2012, at 11:30 a.m.**