

FINANCE COMMITTEE AGENDA
Tuesday, September 11, 2012
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 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.

Contact: Fire Chief Brad Ferguson 455-6104

11:40 a.m.

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.

Contact: Police Chief Parks Snead 455-6104

11:45 a.m.

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.

Contact: Police Chief Parks Snead 455-6104

11:50 a.m.

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.

Contact: Police Chief Parks Snead 455-6104

11:55 a.m.

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.

Contact: Kay Frazier, Director of Parks and Recreation

455-5868

12:00 p.m.

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.

Contact: Kay Frazier, Director of Parks and Recreation

455-5868

12:05 p.m.

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.

Contact: Kent White, Director of Community Development

455-3919

12:10 p.m.

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

Contact: Donna Witt, Director of Financial Services

455-3968

12:15 p.m.

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.

The next Finance Committee meeting is Tuesday, October 23, 2012, 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)

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
\$0	\$0
\$1,150,000	\$50,000
\$0	\$0
\$1,150,000	\$50,000
\$0	\$0
\$1,150,000	\$50,000

FINANCE COMMITTEE

Agenda Item Summary

MEETING DATE: **September 11, 2012**

AGENDA ITEM NO.: **2**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION: **X**

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

RECOMMENDATION: 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.

SUMMARY: The Staffing for Adequate Fire and Emergency Response Grants (SAFER) 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 requests permission to apply for 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).

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): None

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): None

REVIEWED BY:

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **September 25, 2012**

AGENDA ITEM NO.: **3**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION: **X**

INFORMATION:

ITEM TITLE: **Police Department Participation in the DMV Highway Safety Grant - Alcohol**

RECOMMENDATION:

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.

SUMMARY:

The Department of Motor Vehicles Highway Safety Program has awarded the City a \$52,575 grant. The funds will be used for selective DUI and occupant restraint enforcement activities, to attend related training, and to purchase equipment for DUI enforcement.

The grant excludes reimbursement of FICA (Medicare and Social Security) benefit costs associated with the allotted overtime; this cost is estimated at \$2,295 and is available in the FY 2013 General Fund Police Department budget.

An in-kind match of \$16,760 in police equipment and services is part of the grant agreement.

PRIOR ACTION(S):

Finance Committee September 11, 2012

BUDGET IMPACT:

The grant requires the locality to pay any Medicare and Social Security benefit costs associated with the program; this funding (\$2,295) is available in the FY 2013 General Fund budget. The grant also requires the locality to provide an in-kind match of \$16,760; General Fund equipment and services will be used to account for this match.

CONTACT(S):

Police Chief Parks Snead, 455-6104

Captain R.M. Zuidema, 455-6052

ATTACHMENT(S):

Resolution

REVIEWED BY:

RESOLUTION:

BE IT RESOLVED THAT the FY 2013 City Federal State Aid Fund budget is amended and \$52,575 is appropriated 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 match to provide selective DUI and occupant restraint enforcement activities, attend related training, and purchase equipment.

Introduced:

Adopted:

Certified:

Clerk of Council

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **September 25, 2012**

AGENDA ITEM NO.: **4**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

ACTION: **X**

INFORMATION:

(Confidential)

ITEM TITLE: **Police Department Participation in the DMV Highway Safety Grant - Speed**

RECOMMENDATION:

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.

SUMMARY:

The Department of Motor Vehicles Highway Safety Program has awarded the City a \$9,704 grant. The funds will be used for selective speed related enforcement activities, to attend related training, and to purchase equipment for speed related enforcement.

The grant excludes reimbursement of FICA (Medicare and Social Security) benefit costs associated with the allotted overtime; this cost is estimated at \$230 and is available in the FY 2013 General Fund Police Department budget.

An in-kind match of \$3,158 in police equipment and services is part of the grant agreement.

PRIOR ACTION(S):

Finance Committee September 11, 2012

BUDGET IMPACT:

The grant requires the locality to pay any Medicare and Social Security benefit costs associated with the program; this funding (\$230) is available in the FY 2013 General Fund budget. The grant also requires the locality to provide an in-kind match of \$3,158; General Fund equipment and services will be used to account for this match.

CONTACT(S):

Police Chief Parks Snead, 455-6104

Captain R.M. Zuidema, 455-6052

ATTACHMENT(S):

Resolution

REVIEWED BY:

RESOLUTION:

BE IT RESOLVED THAT the FY 2013 City Federal State Aid Fund budget is amended and \$9,704 is appropriated 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.

Introduced:

Adopted:

Certified:

Clerk of Council

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **September 25, 2012**

AGENDA ITEM NO.: **5**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION:

ITEM TITLE: Department of Motor Vehicles Highway Safety Program Grant for Crash Team Training and Equipment

RECOMMENDATION:

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.

SUMMARY:

The Department of Motor Vehicles Highway Safety Program has awarded the City a \$44,850 grant. Funds will be used to send crash team members to accident reconstruction training and to purchase equipment for use when responding to and conducting investigation and reconstruction of serious motor vehicle crashes.

An in-kind match of \$14,950 in police equipment and services is part of the grant agreement.

PRIOR ACTION(S):

Finance Committee September 11, 2012

BUDGET IMPACT:

The grant requires the locality to provide an in-kind match of \$14,950; General Fund equipment and services will be used to account for this match.

CONTACT(S):

Police Chief Parks Snead, 455-6104

Captain R.M. Zuidema, 455-6052

ATTACHMENT(S):

Resolution

REVIEWED BY:

RESOLUTION:

BE IT RESOLVED THAT the FY 2013 City/Federal/State Aid Fund budget is amended and \$44,850 is appropriated 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.

Introduced:

Adopted:

Certified:

Clerk of Council

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **September 25, 2012**

AGENDA ITEM NO.: **6**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION: **X**

INFORMATION:

ITEM TITLE: Virginia Economic Development Partnership, Virginia Brownfields Assistance Fund Application

RECOMMENDATION:

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.

SUMMARY:

The City applied for and received \$50,000 from the Virginia Economic Development Partnership, Virginia Brownfields Assistance Fund. The funds will be used to assist with environmental remediation of the former Allen Morrison property.

The grant requires a 100% match of \$50,000. The match has already been met by previous City expenses related to the assessment of the property and deconstruction of buildings. The match has been approved by the Virginia Economic Development Partnership, per written agreement.

No additional City funds are requested to support this grant funding.

PRIOR ACTION(S):

Finance Committee August 14, 2012

Finance Committee September 11, 2012

FISCAL IMPACT:

None, the City has already met the local match requirement; therefore, no additional City funds are requested to support this grant funding.

CONTACT(S):

Kay Frazier, Director of Parks and Recreation, 455-5868

Dee Dee Conner, Principal Engineer, 455-3928

ATTACHMENT(S):

Resolution

REVIEWED BY:

RESOLUTION

BE IT RESLOVED that the FY 2013 City Capital Projects Fund budget is amended and \$50,000 is appropriated with resources from the Virginia Economic Development Partnership, Virginia Brownfields Assistance Fund to assist with the remediation of the former Allen Morrison property.

Introduced:

Adopted:

Certified: _____

Clerk of Council

FINANCE COMMITTEE

Agenda Item Summary

MEETING DATE: **September 11, 2012**

AGENDA ITEM NO.: **7**

CONSENT:

REGULAR:

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION: **X**

ITEM TITLE: **Environmental Protection Agency (EPA) Brownfields Cleanup Grant**

RECOMMENDATION: Support 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.

SUMMARY: Parks and Recreation intends to submit an application for an EPA Brownfields Cleanup Program grant requesting \$200,000 in funding. If received, this funding will be used to complete the required environmental remediation of the former Allen Morrison property.

Recently the City received \$30,000 in Specific Site Assessment Funds (SSA) from the Virginia Department of Environmental Quality and \$50,000 in Virginia Brownfields Assistance Funds (VBAF) from the Virginia Economic Development Partnership. The SSA funds are currently being utilized to complete all required soil sampling on the site to complete the environmental site assessment. The VBAF will be utilized to begin soil removal as part of the remediation of the site.

The required remediation is expected to involve the removal and disposal of approximately 2,500 tons of soil, located primarily along two old railroad spurs.

The total cost of environmental remediation is estimated at \$300,000, of which \$50,000 is provided through VBAF. The City will request \$200,000 from EPA Brownfields Cleanup Grant funds. The cleanup grant requires a match of \$50,000, which is available and currently appropriated in the Capital Improvement Program City Stadium Park Project P0024.

Project Estimated Cost: \$300,000

Project Budget:

\$200,000	EPA Cleanup Grant
50,000	City Match for EPA Cleanup Grant, City Stadium Park Project P0024
<u>50,000</u>	Virginia Brownfields Assistance Funds
\$300,000	Total

No additional funds are requested to support this grant.

PRIOR ACTION(S): None

FISCAL IMPACT: The grant requires a local match; the \$50,000 match is available in the Capital Improvement Program City Stadium Park Project P0024.

CONTACT(S):

Kay Frazier, Director of Parks and Recreation, 455-5868
Dee Dee Conner, Principal Engineer, 455-3928

ATTACHMENT(S):

None

REVIEWED BY:

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **September 11, 2012**

AGENDA ITEM NO.: **8**

CONSENT:

REGULAR: **X**

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION: **X**

INFORMATION:

ITEM TITLE: **Pierce Street Renaissance District State/National Historic District Grant; Budget Amendment and Appropriation**

RECOMMENDATION: 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.

SUMMARY: The Department of Community Development is requesting an appropriation of \$5,644, with \$5,014 reimbursable from DHR, to complete a survey of the historically significant structures within and adjacent to the Pierce Street Renaissance District. The survey would be used as part of the submittal of a preliminary information request to DHR and the National Parks Service for their consideration in listing the area within the State and National Historic Registers. The Pierce Street Renaissance District is the only one of eight (8) locally designated historic districts not listed within the State and National Historic Registers. The State/National designation would make local property owners eligible to apply for Federal and State Rehabilitation Tax Credits.

City Code Section 35.1-44.1, Historic Districts, already provides for the review of alterations affecting those historic districts and properties within the Pierce Street Renaissance District by the City's Historic Preservation Commission. The potential listing of the properties within or adjacent to the Pierce Street Renaissance District within the State or National Historic Register would not provide for any additional restrictions on a property unless the owner (i) decided to voluntarily donate historic easements to the Commonwealth of Virginia; (ii) participates in the state/national tax credit program; or (iii) accepts a federal or state rehabilitation grant.

Property owners within an area listed on the State and National Historic Register are potentially eligible for Federal and State Rehabilitation Tax Credits. A study conducted in 2007 (and updated in 2010) concluded that since the state tax credit program's inception in 1997, it has spurred private investment of approximately \$1.5 billion in the rehabilitation of more than 1,200 landmark buildings.

PRIOR ACTION(S): Finance Committee, September 11, 2012

FISCAL IMPACT: A \$630 local match is required for the grant. Funds would be designated from the Department of Community Development's Planning Division budget to provide the required match.

CONTACT(S): Kent White, Director of Community Development, 455-3900; Tom Martin, City Planner, 455-3909; Kevin Henry, Planner II, 455-3915

ATTACHMENT: Resolution

REVIEWED BY: lkp

RESOLUTION:

BE IT RESOLVED that the FY 2013 City Federal State Aid Fund budget is amended and \$5,644 is appropriated with resources of \$5,014 from the Virginia Department of Historic Resources 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.

Introduced:

Adopted:

Certified:

Clerk of Council

FINANCE COMMITTEE

Agenda Item Summary

MEETING DATE: **September 11, 2012**

AGENDA ITEM NO.: **9**

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 month of June has come in 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 2011 – FY 2012

REVIEWED BY:

**Comparison of Collections
Budget to Actual FY 2011 - FY 2012**

	Actual FY 2010	Actual FY 2011	Adopted FY 2012	Actual FY 2012	Actual FY 2012 to Adopted FY 2012	Actual FY 2012 to Actual FY 2011
SALES & USE TAX						
JULY	\$980,632	\$979,650	\$935,860	\$1,014,596	\$78,736	\$34,946
AUGUST	984,751	1,022,849	977,128	1,079,129	102,001	56,280
SEPTEMBER	1,118,288	1,102,964	1,053,662	1,100,698	47,036	(2,266)
OCTOBER	1,074,618	1,056,307	1,009,090	1,055,941	46,851	(366)
NOVEMBER	1,075,789	1,144,056	1,092,917	1,117,090	24,173	(26,966)
DECEMBER	1,340,449	1,548,053	1,478,855	1,488,926	10,071	(59,127)
JANUARY	905,873	1,018,798	973,258	998,052	24,794	(20,746)
FEBRUARY	908,746	1,025,671	979,824	1,134,434	154,610	108,763
MARCH	1,118,448	1,112,797	1,063,055	1,196,149	133,094	83,352
APRIL	1,094,054	1,135,478	1,084,722	1,053,637	(31,085)	(81,841)
MAY	1,045,410	1,068,073	1,020,330	1,078,175	57,845	10,102
JUNE	1,029,714	1,073,332	1,025,354	1,124,148	98,794	50,816
TOTAL SALES TAX	\$12,676,772	\$13,288,028	\$12,694,055	\$13,440,975	\$746,920	\$152,947
CONSUMER UTILITY TAX - ELECTRIC						
JULY	\$309,784	\$352,603	\$346,679	\$341,729	(\$4,950)	(\$10,874)
AUGUST	318,714	345,842	340,032	345,615	5,583	(227)
SEPTEMBER	313,468	329,379	323,845	325,754	1,909	(3,625)
OCTOBER	277,528	283,250	278,491	280,745	2,254	(2,505)
NOVEMBER	275,270	262,650	258,237	281,842	23,605	19,192
DECEMBER	309,087	341,053	335,323	325,287	(10,036)	(15,766)
JANUARY	412,142	388,100	381,580	344,439	(37,141)	(43,661)
FEBRUARY	362,316	350,799	344,906	322,546	(22,360)	(28,253)
MARCH	322,341	299,725	294,690	298,405	3,715	(1,320)
APRIL	285,348	284,770	279,986	271,034	(8,952)	(13,736)
MAY	278,200	266,190	261,718	266,883	5,165	693
JUNE	321,536	316,904	311,580	301,838	(9,742)	(15,066)
TOTAL CONSUMER UTILITY TAX - ELECTRIC	\$3,785,734	\$3,821,265	\$3,757,067	\$3,706,117	(\$50,950)	(\$115,148)
COMMUNICATIONS SALES & USE TAX						
JULY	\$260,565	\$301,373	\$300,000	\$349,339	\$49,339	\$47,966
AUGUST	271,686	344,401	300,000	294,910	(5,090)	(49,491)
SEPTEMBER	293,483	274,076	300,000	179,549	(120,451)	(94,527)
OCTOBER	318,835	299,531	300,000	309,437	9,437	9,906
NOVEMBER	309,705	292,735	300,000	284,123	(15,877)	(8,612)
DECEMBER	300,961	344,423	300,000	233,654	(66,346)	(110,769)
JANUARY	296,884	265,736	300,000	337,936	37,936	72,200
FEBRUARY	291,057	288,629	300,000	287,492	(12,508)	(1,137)
MARCH	310,456	300,235	300,000	302,278	2,278	2,043
APRIL	298,840	285,073	300,000	292,542	(7,458)	7,469
MAY	302,657	295,365	300,000	287,784	(12,216)	(7,581)
JUNE	296,901	242,872	300,000	303,576	3,576	60,704
TOTAL COMMUNICATIONS SALES & USE TAX	\$3,552,030	\$3,534,449	\$3,600,000	\$3,462,620	(\$137,380)	(\$71,829)

**Comparison of Collections
Budget to Actual FY 2011 - FY 2012**

	Actual Assessed FY 2010	Actual Collected FY 2010	Actual Assessed FY 2011	Actual Collected FY 2011 ¹	Adopted FY 2012	Actual Assessed FY 2012	Assessed FY 2012 to Adopted FY 2012	Actual Collected FY 2012 ¹	Collected FY 2012 to Adopted FY 2012	Collected FY 2012 to Assessed FY 2012
MEALS TAX										
JULY	\$839,928	\$826,353	\$874,667	\$889,021	\$835,569	\$889,917	\$54,348	\$893,711	\$58,142	\$3,794
AUGUST	873,544	852,361	919,645	887,724	878,537	958,772	80,235	884,860	6,323	(73,912)
SEPTEMBER	886,624	872,175	913,272	880,776	872,449	980,682	108,233	962,761	90,312	(17,921)
OCTOBER	924,582	893,704	937,375	941,300	895,474	995,487	100,013	998,157	102,683	2,670
NOVEMBER	837,144	858,427	868,677	841,407	830,975	912,300	81,325	994,851	163,876	82,551
DECEMBER	899,516	883,421	938,858	896,364	898,764	1,025,911	127,147	898,157	(607)	(127,754)
JANUARY	803,345	807,206	859,121	810,293	820,718	927,606	106,888	986,078	165,360	58,472
FEBRUARY	822,655	827,555	915,173	966,787	874,265	987,105	112,840	950,784	76,519	(36,321)
MARCH	968,786	947,631	996,664	978,127	955,050	1,077,506	122,456	977,100	22,050	(100,406)
APRIL	929,765	875,244	979,630	981,560	935,841	1,016,057	80,216	1,073,364	137,523	57,307
MAY	921,099	910,597	947,807	982,010	905,440	997,797	92,357	1,011,594	106,154	13,797
JUNE	881,869	861,055	918,120	861,090	877,080	972,364	95,284	993,883	116,803	21,519
TOTAL MEALS TAX	\$10,588,857	\$10,415,729	\$11,069,009	\$10,916,459	\$10,580,162	\$11,741,504	\$1,161,342	\$11,625,300	\$1,045,138	(\$116,204)
LODGING TAX										
JULY	\$147,313	\$147,902	\$157,770	\$158,924	\$151,017	\$153,617	\$2,600	\$152,925	\$1,908	(\$692)
AUGUST	150,371	150,240	167,992	168,208	153,623	192,759	39,136	202,698	49,075	9,939
SEPTEMBER	151,523	151,029	147,853	140,181	141,525	156,357	14,832	159,934	18,409	3,577
OCTOBER	176,619	176,796	181,130	173,843	173,378	185,386	12,008	185,896	12,518	510
NOVEMBER	114,742	103,448	125,640	107,940	114,092	131,079	16,987	130,815	16,723	(264)
DECEMBER	105,936	115,602	105,337	90,601	102,420	108,029	5,609	94,608	(7,812)	(13,421)
JANUARY	118,905	113,768	116,099	127,763	111,130	122,636	11,506	119,670	8,540	(2,966)
FEBRUARY	112,201	116,491	122,316	122,119	117,081	136,278	19,197	132,754	15,673	(3,524)
MARCH	141,548	133,995	154,963	152,073	148,331	154,963	6,632	144,715	(3,616)	(10,248)
APRIL	148,829	129,180	154,731	157,792	148,109	146,380	(1,729)	149,641	1,532	3,261
MAY	163,309	154,168	176,929	162,801	169,356	187,057	17,701	177,373	8,017	(9,684)
JUNE	164,628	169,411	177,459	161,965	169,864	184,977	15,113	177,779	7,915	(7,198)
TOTAL LODGING TAX	\$1,695,924	\$1,662,030	\$1,788,219	\$1,724,210	\$1,699,926	\$1,859,518	\$159,592	\$1,828,808	\$128,882	(\$30,710)

¹ Meals and Lodging Tax data includes a column titled "Actual Collected FY 2012." The figures listed under this column include all revenue received per month under that description regardless of whether the payment is current or delinquent.

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **September 25, 2012**

AGENDA ITEM NO.: **11**

CONSENT: **X**

REGULAR:

WORK SESSION:

CLOSED SESSION:

(Confidential)

ACTION:

INFORMATION:

ITEM TITLE: **Target Public Safety Grant Application**

RECOMMENDATION:

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.

SUMMARY:

The *Ready Lynchburg* Build-a-Kit initiative will provide children with some basic ideas and supplies to start building a family 72 hour emergency supply kit. At the same time, we will be able to provide their family with information regarding making a family emergency plan and how to stay informed in the event of emergencies. The overall goal of *Ready Lynchburg* is to have all families prepared for unexpected emergencies by providing them with information on making an emergency supply kit, having an emergency plan, and staying informed.

A grant for \$1,000 was applied for through the Target Public Safety Grant Program to help fund this initiative. I have received email notification that our grant application has been approved and an award of \$1,000 will be made available to us.

PRIOR ACTION(S):

Finance Committee September 11, 2012

FISCAL IMPACT:

None, there is no local match requirement for this grant.

CONTACT(S):

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

ATTACHMENT(S):

Resolution

REVIEWED BY: lkp

RESOLUTION

BE IT RESOLVED that the FY 2013 City/Federal/State Aid Fund budget is amended and \$1,000 is appropriated with resources from the Target Public Safety Grant Program to assist in funding the Department of Emergency Services *Ready Lynchburg* Build-a-Kit initiative.

Introduced:

Adopted:

Certified:

Clerk of Council