

**FINANCE COMMITTEE NOTES**  
**Tuesday, March 23, 2021**

**GENERAL BUSINESS**

*Meeting commenced at 11:30 a.m. in Council Chamber in order to allow for social distancing requirements due to COVID-19.*

**ATTENDEES**

**Committee Members:** Council Member Jeff S. Helgeson, Chair; Council Member Randy Nelson; Council Member Beau Wright; Mayor MaryJane Dolan, Ex-Officio.

**Others:** Reid Wodicka, Interim City Manager; Kent White, Acting Deputy City Manager; Donna Witt, Chief Financial Officer; Rhonda Allbeck, Assistant Director of Financial Services; Reid Lanham, Accounting Manager; Starlette Early, Budget Analyst

1. Approval of the Draft Finance Committee Meeting Notes from February 23, 2021.

*The Finance Committee meeting notes for February 23, 2021 were approved as submitted.*

2. Report on the General Fund Reserve for Contingencies.

*Donna Witt reported there were no new items; the FY 2021 General Fund Reserve for Contingencies has a balance of \$1,162,265 including \$22,210 in the Manager's Discretionary Fund.*

3. Consider a request to adopt a resolution to amend the FY 2021 City/Federal/State Aid Fund budget and appropriate \$67,200 with resources of \$33,600 from the Virginia Office of Emergency Medical Services – Rescue Squad Assistance Fund (RSAF) and \$33,600 from the FY 2021 General Fund Fire Department budget to purchase eighteen (18) Pharm Guard Temperature Controls systems for pharmacy drug boxes carried on fire and EMS apparatus for the Fire Department.

*Fire Chief Greg Wormser presented the item. This item was approved by the Committee and will be considered by Council at the March 23, 2021 meeting.*

4. Approve the submittal of a grant application to the Virginia Office of Emergency Medical Services – Rescue Squad Assistance Fund (RSAF) for \$72,326 with resources of \$36,163 from the RSAF grant and \$36,163 from the FY 2022 General Fund Fire Department budget to purchase thirty (30) CAPS Active Air Purifiers to be installed in the emergency vehicle fleet.

*Fire Chief Greg Wormser presented the item. This item was approved by the Finance Committee.*

5. Approve the submission of an application for the Virginia Department of Criminal Justice Services (DCJS) 2021 Body-Worn Camera Grant Solicitation in the amount of \$100,000 to purchase Axon Performance and Respond services for the Lynchburg Police Department's (LPD) current Body-Worn Camera (BWC) System.

*Police Chief Ryan Zuidema presented the item. This item was approved by the Finance Committee.*

6. Review highlights of attached quarterly financial reports for Lynchburg Regional Juvenile Detention Center and Children's Services Act for the quarter ending December 31, 2020.

*Lynchburg Regional Juvenile Detention Center: Preston Sellers, Interim Director of Human Services, presented the quarterly report. He reported revenues from Charges for Services was at \$399,681 (36.2% of the budget), Juvenile Justice Block Grant revenue was \$514,910, Community Placement Revenue was \$422,643 (46.1% of the budget), and revenue received from USDA was \$14,320. Expenditures overall are within budget at \$1,554,593 for the second quarter of FY 2021. The average number of juveniles being served is 19.91 for FY 2021 compared to 24.93 in FY 2020.*

*Children's Services Act (CSA): Preston Sellers, Interim Director of Human Services, presented the quarterly report. He reported revenues received for expenditures incurred through the second quarter from Public Assistance was \$2,005,538; \$921,824 and \$98,270 was received from local match funds from the General Fund and Schools respectively; and Miscellaneous revenues totaled \$25,915. Expenditures through the second quarter included: Administrative- \$29,092, Mandated Foster Care- \$1,556,716, Mandated Special Education- \$921,895, Non-Mandated Services- \$99,427, and Community Based Services- \$281,978.*

7. Roll Call.

*Finance Committee Chair Helgeson asked about maintenance by Parks and Recreation for the horseshoe court and possible addition of an electrical outlet.*

Meeting adjourned at 11:55 a.m.