



CITY OF CONCORD

Report to Mayor and City Council

DATE: September 3, 2020
TO: Mayor and City Council
FROM: Brian G. LeBrun, Deputy City Manager - Finance
SUBJECT: FY 2020 Supplemental Appropriation

Recommendation

Approve the attached supplemental appropriation request in the amount of \$117,300 for the General Fund, Inspection and Arena Funds and for the General Fund to provide additional overhead transfer to the Golf Fund retroactive to June 30, 2020.

Background

Annually at the end of the fiscal year, administration reviews total expenditures in each fund and provides a supplemental appropriation request if needed for funds that have exceeded budgeted expenditures. For Fiscal Year ending June 30, 2020 adjustments are requested for the Inspection Fund, Arena Fund and General Fund as a transfer to Golf Fund.

Supplemental appropriations are requested for:
Inspection Fund – \$80,600
Arena Fund – \$27,200
General Fund – \$9,500 (*As a transfer to the Golf Fund*)

Discussion

Inspection Fund - For FY 2020 the preliminary results for the Inspection Fund are a loss of \$8,300 including expenses that exceeded budget by \$80,600. The supplemental requested amount is \$80,600 and this amount is made up by excess inspection revenues, \$72,300 collected to support the inspection efforts and use Inspection Fund Balance \$8,300. This is a housekeeping action to bring the approved budget expenditures in line with actual due to additional inspections that were completed during Fiscal Year 2020.

Arena Fund - For FY 2020, the preliminary results for the Arena Fund report a loss of \$39,800 including expenses that exceeded budget appropriations by \$27,200. This amount is made up by use of available Arena Fund Balance. This is a housekeeping measure to bring the approved budget expenditures in line with actual, due to additional expenses for Wages and Benefits (\$4,500), Repairs and Maintenance (\$20,300), Building Supplies (\$5,100) and Electricity (\$4,000). Over expenditures in the identified lines are highlighted below:

1. Wages and Benefits – over expenditures are due to repairing roof leaks, condenser shaft repair, and repairing restroom/shower room leaks.
2. Repairs and Maintenance/Building Supplies – over expenditures are due to condenser shaft replacement (\$10,000), the repairs to the hot water heater and other plumbing fixtures in the restroom and shower repairs (\$8,000), replacing the communications control module in the energy management system (\$3,500), and replacing the seal shaft to Compressor 1 (\$3,000).
3. Electricity - The energy management system (EMS) at the arena allows staff to program, automatically, nightly set-back conditions which are designed to maximize efficiency and minimize energy consumption. The nightly set-back is normally set from about 11pm to 5am. Between January and March there were two major maintenance issues that prevented staff from being able to allow the EMS from controlling the arena mechanicals. These maintenance issues were related to the condenser shaft repair/replacement, and the EMS communications control module replacement.

Golf Fund - For FY 2020, the preliminary results for the Golf Fund report a loss of \$9,500. Expenses were under appropriations therefore no additional Golf Fund Supplemental Appropriation is needed. However, a transfer from the General Fund to support the \$9,500 loss is requested in the attached resolution.

General Fund – Due to the pandemic and overall reduced revenues in the Golf Fund, Beaver Meadow Golf is reporting a loss of \$9,500 without sufficient fund balance to support that loss. The attached resolution requests a supplemental appropriation from the General Fund to transfer \$9,500 to cover the loss of this fund. This amount is in addition to the original General Fund budget support of \$57,351 for a total support amount of \$66,851 for Fiscal Year 2020.