



“A place where learning has no limits and together we work for the success of all.”

TO: Mr. Ande Banks, Interim City Manager  
Mr. Larry Propst, City Finance Director  
FROM: Mr. Tracy Shaver, Harrisonburg City School’s Chief Financial Officer  
Mr. Shawn Printz, Harrisonburg City School’s Chief Operating Officer  
DATE: September 5, 2023  
RE: Supplemental Appropriation – School Capital Fund 1311

**Summary:** The Harrisonburg City School division is requesting a supplemental appropriation in the amount of \$424,985.00 for the School Capital Fund 1311 to replace the boilers at Spotswood Elementary School.

**Background:** The school board is requesting a supplemental appropriation for the school capital fund (1311) in the amount \$424,985.00 to replace two boilers at Stone Spring Elementary School. One boiler that was installed in 1995 has failed and the second boiler installed in 2001 has been identified as an immediate replacement as the equipment has become obsolete and replacement parts are difficult to obtain.

**Key Issues:** None

**Environmental Impact:** None

**Fiscal Impact:** The school system will use our unappropriated operation fund balance to fund this capital replacement expense.

**Prior Actions:** None

**Alternatives:** Do not approve the budget transfer

**Community Engagement:** None

**Recommendation:** Staff recommends approval of the budget transfer

**Attachments:** Budget transfer

**Review:**

*The initiating Department Director will place in Legistar, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda. The completion of review only addresses the readiness of the issue for Council consideration. This does not address the recommendation for approval or denial of the issue.*

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