



CITY OF HARRISONBURG
**FINANCE
& PURCHASING**

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TO: Eric D. Campbell, City Manager
FROM: Larry Propst, Director of Finance
DATE: June 11, 2020
RE: Reallocation of Funds – School Fund

Summary: Consider a reallocation of budgeted funds for the Harrisonburg City School division in the amount of \$500,000.

Background: The Harrisonburg City School Board requests an operating budget transfer of funds from the Instruction function totaling \$200,000, a transfer from the Transportation function totaling \$100,000, and a transfer from the Operations and Maintenance function totaling \$200,000. The transfer of \$100,000 is requested into the Administration, Attendance, and Health function to cover increased costs of legal fees and insurance related expenditures. The transfer of \$400,000 into the Technology function to cover the purchase of technology software, equipment, and devices to provide for the continuity of instruction as a result of the COVID-19 pandemic. This transfer is a normal procedure this time of year to make funds available in functional categories where needed.

Key Issues: None.

Environmental Impact: None

Fiscal Impact: No new dollars are required from City Council to make this transfer.

Prior Actions: None

Alternatives: Do not approve the budget reallocation.

Community Engagement: None

Recommendation: Staff recommends approval of the reallocation of funds.

Attachments: Reallocation of Budgeted Funds Form and School Finance Director Memo.

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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