



# City of Harrisonburg, Virginia

## Department of Finance

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TO: Eric D. Campbell, City Manager  
FROM: Larry Propst, Director of Finance  
DATE: June 4, 2018  
RE: Supplemental Appropriation – Central Garage

**Summary:** Consider a supplemental appropriation for Central Garage in the amount of \$30,000.

**Background:** The Public Transportation Department outsources the parts room for Central Garage. In June 2017, a contract was negotiated with a new vendor in which the payment terms were structured differently than the prior vendor. This occurred after the Fiscal Year 2017-2018 Budget was adopted.

**Key Issues:** This supplemental appropriation will appropriate \$30,000 to fund the contract for the remainder of this fiscal year. Funds are available in the Central Garage Fund's revenue budget.

**Environmental Impact:** None

**Fiscal Impact:** This supplemental appropriation will increase the Central Garage Fund budget by \$30,000.

**Prior Actions:** None

**Alternatives:** Do not approve supplemental appropriation.

**Community Engagement:** None

**Recommendation:** Staff recommends approval of the supplemental appropriation.

**Attachments:** Supplemental Appropriation.

**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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