



## Colonial Heights City Council Meeting Agenda Item Executive Summary

### City Council Meeting

**MEETING TYPE:** City Council Regular Meeting

**MEETING DATE:** July 14, 2020

**ITEM:** (First Reading 20-FIN-13) To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by transferring appropriations in the amount of \$45,000 from Contingency to Buildings and Grounds for emergency repairs of the Courthouse HVAC system, and 2) transferring \$28,191 from Contingency to the Emergency Response Fund for hazard pay for certain public safety employees.

To amend the Emergency Response Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, to appropriate a total of \$594,051 for direct costs of the COVID-19 response, comprised of \$565,860 received from federal sources and \$28,191 from the City.

**DEPARTMENT:** Finance

**PROPOSED ACTION:** This item is for first reading of requested budgetary changes.

**BACKGROUND:**

The air conditioning at the Courthouse has failed, and the coils need replacing. The estimated cost of the repair (including crane rental) and temporary cooling for the facility until repairs can be made is expected to not exceed \$45,000. This item would transfer funds from contingency for this unexpected expenditure.

Staff presented the estimated costs of the City's direct response to Covid-19 and the planned use of federal funds provided to address those direct costs to Council on June 16. This item appropriates \$556,860 of those funds for costs incurred through June 30, 2020 for Covid-19 response. Federal funding appropriated in this item includes the full \$35,860 received from Health and Human Services and \$530,000 of the CARES funds in FY2019-2020. The balance of CARES funds are anticipated to be spent in the next fiscal year. To date, these funds have been used for personal protective equipment, hazard pay, telecommuting expenses, cleaning and disinfecting public facilities, barriers, signs, and plexiglass to maintain physical distancing, the first tranche of the EDA grant program, and a few other eligible costs.

This item also transfers \$28,191 from general fund Contingency to the Emergency Response Fund to fund hazard pay for eligible communications, emergency management, and animal control employees.

Staff is expecting additional FY20 expenditures during the accrual period (through August 31).

**BUDGET/FINANCIAL IMPACT:**

Funding for this item was:  included  not included in the current-year budget  N/A

**RECOMMENDATION:** The Director of Finance recommends approval.

**ATTACHMENTS:**

BUDGET SUMMARY JULY 20 (FY20); COVID-19 SPENDING TO 6-30; ORDINANCE 20-FIN-13

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

*Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.*