



## Legislation Details (With Text)

<b>File #:</b>	2021-0921	<b>Version:</b>	0	<b>Name:</b>	FY2021 Budget Amendment #7 - Approval
<b>Type:</b>	MOTION	<b>Status:</b>	PASSED		
<b>File created:</b>	12/15/2021	<b>In control:</b>	Board of Trustees		
<b>On agenda:</b>	12/20/2021	<b>Final action:</b>	12/20/2021		
<b>Title:</b>	FY2021 Budget Amendment #7 - Approval				
<b>Code sections:</b>					
<b>Attachments:</b>	1. Budget Amendments 2021 #7				

Date	Ver.	Action By	Action	Result
12/20/2021	0	Board of Trustees		
12/15/2021	0	Recreation and Parks Department	INTRODUCED TO BOARD	

Title  
FY2021 Budget Amendment #7 - Approval

### History

A detailed spreadsheet (by fund) reflecting budget adjustments is attached. This is the seventh budget amendment for FY2021.

### Recreation and Parks Fund

The Recreation and Parks Department is planning to print and mail a third program brochure for the Winter/Spring 2022 program guide. The increase cost for the balance of 2021 is \$9,838.34.

Traditionally, the Recreation and Parks Department produces and mails to approximately 28,000 households, the Winter/Spring, Summer and Fall program brochures.

In 2020, due to the uncertainty, and frequent protocol changes due to the pandemic, the summer brochure was primarily offered in a digital format. Two-thousand copies were produced and made available to residents upon request.

During the 2021 budget process, staff projected producing one digital (summer 2021) and two printed (Fall; Winter/Spring) versions. As Covid restrictions eased, staff reevaluated brochure production determining the need to print and mail all 2021 brochures. The program brochure is the department's primary marketing publication.

The 2021 budget includes \$34,850 for two seasonal brochures. The actual cost of two brochures is \$29,366.92 leaving a balance of \$5,483.08. The Winter/Spring 2022 program guide production cost is \$15,321.42.

Staff seeks approval to add \$9,838.34 to account 283-4001-460140 (printing & stationary) to cover this additional expense.

### Financial Impact

The attached spreadsheet identifies the budget impact. Also, the 2021 budget summary has been updated to reflect these amendments (although not attributed to various expenditure types).

### Recommended Action/Motion

I move to approve an increase in the Recreation and Parks Fund expenditure budget in the amount of \$9,838.34 as detailed on the FY2021 Amendment #7.