



*City of Arts & Innovation*

# Metropolitan Museum Board

**TO: METROPOLITAN MUSEUM BOARD**

**DATE: NOVEMBER 8, 2017**

**FROM: MUSEUM & CULTURAL AFFAIRS DEPARTMENT**

**SUBJECT: FY2017-18 MONTHLY BUDGET UPDATE**

**ISSUE:**

Receive an update on the Riverside Metropolitan Museum's FY2017-18 budget.

**RECOMMENDATION:**

Receive an update on the Riverside Metropolitan Museum's FY2017-18 budget.

**BACKGROUND:**

In December 2015, the City Council approved the move to a 2-year budget in the context of a five-year plan.

The City's biennial budget for FY2016-17 and FY2017-18. The City's fiscal years begin in July and end in June.

At the July 12, 2017 Metropolitan Museum Board Meeting, the Museum Board requested monthly budget updates.

**DISCUSSION:**

The table below provides the Museum appropriation, appropriation adjustments, and expenditures from July 1 – September, 2017.

#	Museum Department Division	Budget Category	Original Appropriation	Appropriation Adjustments (Grants & Capital Projects, Special Programs, Capital Purchases include Carryover of Available Balance from FY1617)	Subtract Managed Savings	Total Available	Encumbered	Spent Through September 31, 2017	Amount remaining	% of FY Elapsed	% of Budget Spent	Additional Information
1	Administration	Personnel	\$ 469,248	\$ 12,551		\$ 481,799	\$ -	\$ 115,392	\$ 366,407	25%	24%	Director position vacant, Office Specialist position vacant.
2	Administration	Non-Personnel	\$ 112,188	\$ -	\$ (8,350)	\$ 103,838	\$ -	\$ 1,996	\$ 101,842	25%	2%	
3	Administration	Charges from Others	\$ 317,108	\$ 42,457	\$ -	\$ 359,565	\$ -	\$ 89,891	\$ 269,674	25%	25%	General fund allocation charges. Will be charged monthly.
4	Administration Total		\$ 898,544	\$ 55,008	\$ (8,350)	\$ 945,202	\$ -	\$ 207,280	\$ 737,922	25%	22%	
5	Facilities & Operations	Personnel	\$ 833,118	\$ (80,546)	\$ -	\$ 752,572	\$ -	\$ 168,637	\$ 583,935	25%	22%	Vacant Museum Maintenance Worker position, moved salary and benefits for Archivist position to non personnel.
6	Facilities & Operations	Non-Personnel	\$ 442,212	\$ 171,147	\$ (43,610)	\$ 569,749	\$ 91,173	\$ 84,211	\$ 485,538	25%	15%	Salary & Benefits for Archivist position moved into non-personnel
7	Facilities & Operations	Grants & Capital Projects	\$ 6,235	\$ 39,064	\$ -	\$ 45,299	\$ -	\$ (4,775)	\$ 50,074	25%	-11%	Reimbursement from RMA for replacement of flooring at Heritage House & reimbursement for Connect Riverside with Nature Grant received as credit to expenditures.
8	Facilities & Operations	Special Programs	\$ 48,500	\$ 146,900	\$ (12,500)	\$ 182,900	\$ 47,218	\$ 4,586	\$ 178,315	25%	3%	Harada House, Cahuilla Continuum exhibit, Clark Fund.
9	Facilities & Operations	Capital Purchases	\$ -	\$ 36,371	\$ -	\$ 36,371	\$ -	\$ -	\$ 36,371		0%	Council approved funding for collections storage facility.
10	Facilities & Operations	Charges from Others	\$ 3,600	\$ -	\$ -	\$ 3,600	\$ -	\$ 900	\$ 2,700	25%	25%	Amount charged monthly for fiber optic maintenance & General Fund Allocation Charges.
11	Facilities & Operations Total		\$ 1,333,665	\$ 312,937	\$ (56,110)	\$ 1,590,492	\$ 138,392	\$ 253,559	\$ 1,336,933	25%	16%	

Notes: Line 8 – \$25,000 in grant funds were transferred into Museum's budget as credit to expenditures, rather than appropriation adjustment. This will be corrected in Finance Department's 4<sup>th</sup> Quarter report.

Approved by: Alexander T. Nguyen, Assistant City Manager/Acting Museum & Cultural Affairs Director