



Museum of Riverside Board Memorandum

City of Arts & Innovation

TO: MUSEUM OF RIVERSIDE BOARD **DATE: JUNE 24, 2020**
FROM: MUSEUM DEPARTMENT **WARDS: ALL**
SUBJECT: UPDATE ON THE MUSEUM OF RIVERSIDE PROPOSED EMERGENCY BUDGET FOR FY20-21.

ISSUE:

Receive and file an update on the Museum of Riverside proposed emergency one-year budget for FY20-21.

RECOMMENDATION:

That the Museum of Riverside Board receive and file an update on the Museum of Riverside proposed emergency one-year budget for FY20-21.

BACKGROUND:

In December 2015, the City Council approved the move to a two-year budget cycle. The City of Riverside (City) shifted in March 2020, as a result of the COVID-19 pandemic impacts, from planning the two-year budget for FY2020-2022 to planning an emergency one-year budget for FY2020-2021. The emergency one-year budget represents a “rollover” from FY2019-2020 with flat funding in non-personnel expense categories. The City’s fiscal years begin on July 1 and end on June 30.

DISCUSSION:

This budget represents the Museum’s proposed emergency budget for FY20-21 as of the publication date of this report. It is expected that the spending freeze that became effective in March 2020 will extend into FY2020-2021, which includes deferral of most non-emergency hiring and other spending.

On May 19, 2020, the City’s Chief Financial Officer presented this budget to the City Council as part of the City’s overall budget.

Due to adjustments to City operations resulting from the COVID-19 declaration of emergency, regularly scheduled presentation by the Museum of Riverside to the Budget Engagement Commission (BEC) was cancelled.

On June 16, 2020, the City's entire emergency one-year budget proposal was scheduled to be presented to the City Council for formal adoption.

The emergency budget factors out the three (3) fulltime vacancies that were in the Museum Department as of March 2020 when the pandemic impacts began, resulting in an approximately 14% overall budget reduction. Formal adoption by the City Council of the emergency one-year budget for FY2020-2021 was scheduled for June 16, 2020. As the impacts of projected revenue declines become more clear over time, the budget will be revisited and adjusted as required.

General Fund Budget	FY2019-2020 Adopted	FY2020-2021 Proposed
Personnel	1,575,201	1,358,480
Non-personnel	424,897	452,506
Special projects	40,056	94,670
Capital outlay	50,000	---
Charges from others	438,791	222,556
Operating transfers out	---	40,390
	\$2,528,945	\$2,168,602
Percentage reduction, YOY		(14.25%)

FISCAL IMPACT:

The total fiscal impact of the proposed budget will be determined with the adoption of the FY20-21 emergency one-year budget.

Prepared by: Robyn G. Peterson, Ph.D., Museum Director
 Certified as to
 availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer
 Approved by: Lea Deesing, Assistant City Manager
 Approved as to form: Gary G. Geuss, City Attorney