

# **STAFF REPORT**

## ***City Council Consent Agenda Item***

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**DATE:** March 7, 2022

**TO:** Honorable Mayor and Councilmembers

**FROM:** Cameron Mull, Director of Parks & Recreation

**THROUGH:** Merritt Perry, City Manager

**SUBJECT:** Supplemental Budget Request for Repairs to the Depot Museum for Window Damages Sustained by Earthquake

### **STAFF RECOMMENDATION:**

Approve the Supplemental Budget Request (SBR) and authorize City staff to proceed with repairs to the Depot Museum windows.

### **EXECUTIVE SUMMARY:**

On December 20, 2021, a 6.2 earthquake struck Humboldt County. Most park facilities avoided any major damages; however, the Depot Museum in Rohner Park sustained 23 cracked windowpanes, mostly on the North side of the building. Due to the facilities' limited Building Maintenance and Repairs annual expense budget of \$1,200, there are not enough funds to cover the cost for the replacement of the windowpanes. Additionally, the City's insurance policy does not cover repair damages due to an earthquake.

Staff requested quotes for the repairs from three companies. Two companies were unable to provide a quote within a reasonable amount of time. Redwood Glass provide a quote for \$2,975. City staff is requesting an increase of \$3,000 to the Depot Museum's annual budget to the current fiscal year (FY21/22) for Building Maintenance and Repairs (100-5740-5600) to cover the costs of the repair.

### **FISCAL IMPACT:**

The estimated cost of the window repairs is \$3,000. The Museum's annual expense budget for Building Repairs and Maintenance is \$1,200. The cost for these repairs will increase the annual maintenance budget by \$3,000 to \$4,200, which will come from General Fund Reserves.

### **RECOMMENDED ACTION:**

Approve the SBR and authorize City staff to proceed with repairs to Depot Museum windows. Consent Agenda vote.

### **ATTACHMENTS:**

- Supplemental Budget Request (SBR)