

City Council Agenda Memo

From: Paul Briseno, City Manager, and Erick Rangel, Chief Financial Officer

Council Meeting: January 11, 2022 / January 25, 2022

Subject: Budget Amendment No.1 to the 2022 Budget

Presenter: Paul Briseno, City Manager

Summary:

The City of Brookings prioritizes the funding of economic development agencies to progress opportunities within the community. The City Council is presented with an opportunity to develop an Economic Development Master Plan for Brookings. Funds exist for this endeavor through reserves dedicated to economic development projects.

Background:

The City of Brookings works with many economic development agencies to progress growth within many community sectors. These agencies include the Convention and Visitors Bureau, Economic Development Corporation, Chamber of Commerce, and the Research Park. Approximately \$908,932 of funding for these agencies is derived from the general fund, 3B, pillow tax, and pass-through from Brookings Municipal Utilities.

The City of Brookings does not have a specific economic development masterplan document for holistic economic efforts. City staff works collectively with each entity as partners to progress efforts.

Item Details:

Over the past few months, staff has engaged Midwest peer communities to gain insight into community economic development masterplans.

Many of the entities noted above have been engaged in the discussion to date.

Staff recommends utilizing funds from the Economic Development reserves for a Community Economic Development Master Plan. The proposed document would provide a comprehensive review of the current economic development environment for Brookings and benchmark best practice strategies of peer and aspirational communities. The analysis will review data, local / regional strengths, weaknesses, opportunities, and threats. The result will be a road map for further action to achieve prioritized community economic development outcomes in both the short (1-5 years) and long (10-20 years) term. Staff estimates the development of such a plan will cost \$100,000.

Legal Consideration:

None.

Strategic Plan Consideration:

This action supports fiscal responsibility by increasing budget authority for anticipated expenditures and adding transparency regarding the use of restricted reserves.

Financial Consideration:

This action will use \$100,000 of the City's Economic Development Reserves, increasing the 2022's expenditure budget by the same amount. The reserves contain adequate funds. This fund was created to pay for economic development project opportunities.

Options and Recommendation:

The City Council has the following options:

1. Approve as presented
2. Amend
3. Deny
4. Move the item to a Study Session
5. Discuss / take no action / table

Staff recommends approval of the ordinance as presented.

Supporting Documentation:

Ordinance