

# City Council Agenda Item Memo

**From:** Ashley Rentsch, Finance Director

**Council Meeting:** August 13, 2024 / August 27, 2024

**Subject:** Ordinance 24-025: Amendment No. 8 to the 2024 Budget

**Presenter:** Ashley Rentsch, Finance Director

## **Summary and Recommended Action:**

Staff requests Council approval on this budget amendment. This amendment transfers \$500,000 from the General Fund and increases the 2024 Other Capital budget in the CIP/2<sup>nd</sup> Penny Sales Tax Fund by \$3,166,168 for the Energy Savings Performance Contract with Ameresco authorized by Resolution 24-022.

## **Item Details:**

City of Brookings Staff continually monitors departmental budgets and brings amendments to the City Council as necessary to account for circumstances not anticipated in the originally adopted appropriation ordinance. This ensures compliance with state and local laws and maintains transparency regarding the City's operational needs.

The City's Chief Building Official, Jared Thomas, has been working with Ameresco over the past year to develop a scope of capital projects that promote energy efficiency across all City facilities. The scope of work includes five (5) projects: citywide LED lighting conversion, HVAC equipment upgrades at the East Fire Station, Larson Ice Center, and Dacotah Bank Center; window and door upgrades at Larson Ice Center and the Dacotah Bank Center; Fire alarm at Larson Ice Center; and roof replacement at East Fire Station.

All projects in the scope of work had been considered in the existing 10-Year Capital Improvement Plan (CIP). Citywide LED lighting had been removed from the departmental CIP budgets with the intention of combining them into one CIP line item for this project. The total project cost per the contract is \$3,356,149. This amendment moves all projects up to 2024-2025, including \$3,166,168 in the 2024 budget and the remaining \$189,981 to be added to the 2025 budget. This amendment also includes a contribution of \$500,000 from the General Fund to account for energy and maintenance savings in the General Fund to be realized as a result of the project.

## **Legal Consideration:**

None.

**Strategic Plan Consideration:**

- Fiscal Responsibility – The City of Brookings will responsibly manage resources through transparency, efficiency, equity, and exceptional customer service.
- Sustainability – The City of Brookings will meet environmental, community and economic desires and needs without compromising future generations' quality of life by strategically planning, implementing and maintaining infrastructure and facilities.

**Financial Consideration:**

This amendment will increase the 2024 Capital Improvement Plan/2<sup>nd</sup> Penny Sales Tax Fund expenditure budget by \$3,166,168 and transfer a contribution of \$500,000 from the General Fund.

**Supporting Documentation:**

Memo

Ordinance