

City Council Agenda Item Memo

From: Ashley Rentsch, Finance Director

Council Meeting: October 28, 2025

Subject: Resolution 25-084: Transferring Contingency to City Departments

Presenter: Ashley Rentsch, Finance Director

Summary and Recommended Action:

Staff recommends approval of the proposed Resolution to transfer budgeted contingency funds in the amount of \$24,000 to the Street Division to account for mosquito abatement for the remainder of the 2025 season.

Item Details:

The City Manager's Contingency Fund is established annually to safeguard against budget shortfalls in General Fund departments and account for items or circumstances that were not anticipated in the original budget ordinance. The proposed transfer will grant additional budget authority to the Street Division for expenses related to mosquito abatement for the 2025 season.

The Street Division has exhausted its 2025 budget allocation for mosquito abatement due to the increase in needs and additional spraying this year. A contingency transfer of \$24,000 is needed to increase budget authority in the Mosquito Control account.

Legal Consideration:

None.

Strategic Plan Consideration:

- Fiscal Responsibility – The City of Brookings will responsibly manage resources through transparency, efficiency, equity, and exceptional customer service.
- Safe, Inclusive, Connected Community – The City of Brookings will create an environment for inclusive programs, gathering places, and events where the community can safely live, work and come together to participate in opportunities for learning, recreation and enjoyment.

Financial Consideration:

The City will transfer \$24,000 from the budgeted Contingency fund to the Mosquito Control account in the Street Division (431).

Supporting Documentation:

Resolution