

City Council Agenda Item Memo

From: Ashley Rentsch, Finance Director
John Thompson, Public Works Director
Michael Drake, Police Chief

Council Meeting: April 28, 2026 / May 12, 2026

Subject: Ordinance 26-015: Amendment No. 2 to the 2026 Budget

Presenter: Ashley Rentsch, Finance Director

Summary and Recommended Action:

Staff recommends approval of this budget amendment to transfer \$13.4 million from the City Council Financial Policy Projects Fund (Unassigned General Fund reserves) to the Brookings Police Station Facility Capital Project Fund and to appropriate those funds for project-related expenses.

Item Details:

This budget amendment reflects the next step in advancing the Brookings Police Station Facility project by formally allocating funding previously identified by the City Council for major capital initiatives.

The City Council Financial Policy Projects Fund represents unassigned General Fund reserves that have been designated for significant, one-time capital investments aligned with Council priorities. The Brookings Police Station Facility has been identified as a key strategic investment to support public safety operations and long-term community needs.

This action will:

- Transfer \$13.4 million from the City Council Financial Policy Projects Fund into the Brookings Police Station Facility Capital Project Fund.
- Establish the necessary budget authority within the capital project fund to begin incurring project-related expenses.
- Formally commit these funds to the Brookings Police Station Facility project.

This amendment does not represent new funding, but rather the allocation of previously accumulated reserves toward a priority project. Establishing this budget authority allows the City to proceed with planning, design, procurement, and other project activities in a timely and cost-effective manner.

Over the past four years, the City has undertaken a deliberate process to identify the most appropriate locations for its future public safety facilities. This included evaluating more than 20 potential sites and considering both a combined Public Safety Facility and separate Police and Fire facilities. Each site was reviewed based on response times,

accessibility, cost efficiency, infrastructure needs, and long-term community growth. The City also prioritized public input throughout the process, hosting multiple engagement meetings to gather feedback, answer questions, and better understand community priorities. This input played an important role in shaping the final decisions.

As a result, the City has identified a practical and responsible path forward. The new Main Fire Station will be built directly west of the existing station on City-owned property, supporting continuity of service and efficient use of resources. The Brookings Police Facility is proposed for the southeast corner of the City-owned Dacotah Bank Center property, a location that meets operational needs while making effective use of public land.

Together, these decisions reflect a balance of public safety needs, fiscal responsibility, and community input, positioning the City to serve residents now and into the future.

As the design of the Brookings Police Facility progresses, the City will host an additional public meeting, anticipated in late fall or early winter 2026, to gather community feedback on the building's general aesthetics.

Legal Consideration:

Per SDCL 9-21-7, municipalities may adopt supplemental appropriations when funds are available to support additional expenditures. This amendment provides the necessary appropriation authority for the Brookings Police Station Facility project within the appropriate fund structure.

Strategic Plan Consideration:

- 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.
- Fiscal Responsibility – The City of Brookings will responsibly manage resources through transparency, efficiency, equity, and exceptional customer service.

Financial Consideration:

This amendment authorizes:

- A transfer of \$13.4 million from Unassigned General Fund reserves (City Council Financial Policy Projects Fund).
- A corresponding increase in the Brookings Police Station Facility Capital Project Fund budget.

This action commits the identified reserves to the project and ensures funding is available for project expenditures as they occur.

Supporting Documentation:

Ordinance

Location Map and Preliminary Layout