

# **City Council Agenda Item Memo**

**From:** Troy Hughes, Fire Chief, Ashley Rentsch, Finance Director

**Council Meeting:** June 24, 2025

**Subject:** Resolution 25-057: Transferring CIP Sinking Funds

**Presenter:** Troy Hughes, Fire Chief

## **Summary and Recommended Action:**

Staff recommends approval of a resolution authorizing the transfer of \$27,950 from the Capital Improvement Plan (CIP) Sinking Fund to the Fire Department to support critical maintenance and repairs for fire apparatus. This allocation addresses pressing operational needs and aligns with the City's goals for maintaining a strong and responsive emergency services infrastructure.

## **Item Details:**

The Fire Department requests a transfer of \$27,950 from the CIP Sinking Fund to support repairs and maintenance across several apparatus units. The scope of this work includes:

<b>Apparatus/Item</b>	<b>Description of Service</b>	<b>Estimated Cost</b>
11 Fire Apparatus Units	Routine oil and fuel filter service	\$6,600
Tower 1	Replace electronic management system screen and controller	\$5,000
Rescue 1	Replace electronic management system screen and controller	\$5,000
Ladder 2	Replace electronic management system screen and controller	\$5,000
Engine 5	Rebuild water pump (incl. seals and impeller components)	\$4,500
Engine 3	Repair battery charging system	\$1,850

These repairs and services will be performed on multiple apparatus units to support the department's operational readiness and equipment functionality.

## **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 proposed resolution reallocates \$27,950 from the CIP Sinking Fund to the Fire Department without increasing the City's overall budget. The transfer enables critical repairs and promotes improved equipment maintenance planning.

**Supporting Documentation:**

Resolution