

City Council Agenda Item Memo

From: Ashley Rentsch, Finance Director
Council Meeting: April 23, 2024 / May 7, 2024
Subject: Ordinance 24-011: Amendment No. 2 to the 2024 Budget
Presenter: Ashley Rentsch, Finance Director

Summary:

Staff recommends Council approval on this budget amendment. This amendment adjusts the contracting services budget in General Government Buildings to carry forward funds from 2023 for Library and Activity Center design services.

FIRST READING: Ordinance 24-011. Introduction and First Reading was held on Ordinance 24-011, Amendment No. 2 to the 2024 Budget. Second Reading and Action: May 7, 2024. A motion was made by Council Member Rasmussen, seconded by Council Member Tilton Byrne, that the second reading on Ordinance 24-011, Amendment No. 2 to the 2024 Budget, be broken out into 4 individual hearings separated by topic area. Second Reading and Action: May 7, 2024. The motion carried by the following vote: Yes: 7 - Niemeyer, Wendell, Avery, Tilton Byrne, Specker, Doran, and Rasmussen.

Background:

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.

This ordinance increases budget authority in the General Fund by \$103,860 for funds budgeted in 2023 for Library and Activity Center design services which were incurred in 2024.

Item Details:

Consulting for Library and Activity Center Improvements in the amount of \$103,860. Resolution 23-101 provided the \$113,800 budgeted for this item. A total of \$9,940 was spent in 2023, with the remaining \$103,860 expected to be spent in 2024.

Legal Consideration:

None.

Strategic Plan Consideration:

This action supports fiscal responsibility by increasing budget authority for expenditures and increasing transparency regarding City operational needs.

Financial Consideration:

This amendment will increase the 2024 General Government Buildings budget by \$103,800; which was previously budgeted in 2023 but not spent.

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.

Supporting Documentation:

Memo

Ordinance

First Reading - Memo

First Reading - Ordinance