

# City Council Agenda Item Memo

**From:** Paul, Briseno, City Manager  
Ashley Rentsch, Finance Director

**Council Meeting:** July 22, 2025

**Subject:** Ordinance 25-027: 2025 Budget Amendment No. 5

**Presenter:** Paul Briseno, City Manager

## **Summary and Recommended Action:**

Staff recommends approval of this budget amendment to appropriate \$1,300,000 from Unassigned General Fund Reserves for the acquisition of property in downtown Brookings to be used for future public parking. The funding will support appraisal services, environmental review, land acquisition, and associated closing costs. This initiative aligns with the City's strategic priority to promote economic growth and ensure accessible infrastructure to support continued downtown development.

## **Item Details:**

As part of the City of Brookings' commitment to fostering downtown development, staff have identified the opportunity to acquire land for a public parking lot. Adequate and convenient parking is a critical element in supporting downtown businesses, events, and long-term growth.

This budget amendment will fund the following elements of the acquisition process:

- Property Appraisal
- Environmental Study
- Land Purchase
- Legal and Real Estate Closing Costs

Investing in this property will position the City for intentional future development and ensure parking infrastructure.

## **Legal Consideration:**

Under SDCL 9-21-7, supplemental appropriations are permissible when sufficient fund balances exist and when appropriation is necessary to fulfill unanticipated yet essential expenditures. This amendment is compliant with state law and City financial policy.

## **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.

- Economic Growth – The City of Brookings will support effective diversified community investment and equitable opportunities for prosperity.

**Financial Consideration:**

This ordinance increases the General Fund expenditure budget by \$1,300,000 to be funded from Unassigned General Fund Reserves, also known as the City Council Financial Policy Projects Fund.

**Supporting Documentation:**

Ordinance