



# City of Brookings

Brookings City & County  
Government Center, 520  
Third Street  
Brookings, SD 57006  
(605) 692-6281 phone  
(605) 692-6907 fax

## Legislation Details (With Text)

**File #:** ORD 20-018    **Version:** 2    **Name:**  
**Type:** Ordinance    **Status:** Passed  
**File created:** 8/18/2020    **In control:** City Council  
**On agenda:** 9/22/2020    **Final action:** 9/22/2020  
**Title:** Second Reading and Action on Ordinance 20-018, an Ordinance appropriating monies to fund the necessary expenditures and liabilities of the City of Brookings for the 2021 Fiscal Year and providing the Annual Tax Levy and Annual Tax for All Funds.

### Sponsors:

### Indexes:

### Code sections:

**Attachments:** 1. Memo, 2. Ordinance, 3. Budget Detail, 4. 2021 Budget in Brief Full Final

Date	Ver.	Action By	Action	Result
9/22/2020	2	City Council	approved	Pass
8/25/2020	2	City Council	read into the record	

Second Reading and Action on Ordinance 20-018, an Ordinance appropriating monies to fund the necessary expenditures and liabilities of the City of Brookings for the 2021 Fiscal Year and providing the Annual Tax Levy and Annual Tax for All Funds.

### Summary:

The City of Brookings adopts a budget on an annual basis. A series of workshops were held to ensure a transparent and engaging budget process. Staff presents a balanced and sustainable proposed 2021 Budget of \$53,988,116, which is a decrease of \$1.2 million, or 2%, from the 2020 budget.

### Background:

The City of Brookings adopts a budget on an annual basis to set the strategic direction for the upcoming year. At the completion of the six (6) month development and adoption process, the budget serves as a policy tool, operations guide, financial plan, and communications device.

To ensure a transparent and engaging budget process, the City held a series of workshops. Budget Workshop #1 was held on July 14 and focused on a budget overview, operating budgets, and outside agencies. The second budget workshop on July 28 discussed the 10-Year Capital Improvement Plan and the Consolidated Fee Schedule. The Consolidated Fee Schedule was adopted by resolution at the August 11 City Council meeting.

The first reading of the budget ordinance is scheduled for August 25. The second reading of the budget ordinance and adoption of the 10-Year Capital Improvement Plan is scheduled for September 8. The September 22 City Council meeting date has been identified as a contingency date if a third reading of the budget ordinance is necessary.

Staff has broken the budget down into four (4) primary components for City Council - General Fund,

Special Revenue/Debt Service Funds, Enterprise Funds, and Capital Improvement Plan. The General Fund encompasses the primary City operations such as public safety, public works functions, and parks, recreation, and forestry, which contribute to Brookings high quality of life, strong neighborhoods, and safe and welcoming community. The 10-Year Capital Improvement Plan shows one-time purchases, generally over \$25,000, over the upcoming 10-year window. Special revenue funds must be used for specific purposes which are legally restricted or committed. Enterprise funds are meant to operate in business manner focusing on cost recovery.

**Fiscal Impact:**

City staff will present balanced budgets which promote a sustainable future and help the community achieve its dreams.

**Recommendation:**

Staff recommends approval.

**Attachments:**

Memo  
Ordinance  
Budget Worksheets  
Budget-in-Brief