



City Council Memorandum

To: Mayor Fasbender & City Councilmembers

From: Chris Eitemiller, Finance Manager

Date: July 15, 2024

Item: Community Investment Fund Project & Facilities Budget Amendments

Council Action Requested:

Staff requests Council approval to create budget adjustments to track individual Community Investment Fund projects and to carry forward expense budgets for two Facility projects that were begun in 2023 budget to be completed in 2024.

Background Information:

The Community Investment Fund has an annual budget of \$100,000. These funds are approved for qualifying projects that often require a match from the requesting organization. Of the \$100,000 budgeted, there have been seven projects approved at a total City cost of \$70,712.25. Staff wishes to move these already-budgeted funds to the correct accounts within the Parks and LeDuc budgets to properly track expenditures by project. The net effect of this budget adjustment will be zero.

The Facilities Department requests carrying forward \$10,750 to replace a pump in the Police Department air handler unit. This was approved in December 2023, and will be completed this year. Another 2023 Police project that needs completion is the Men's shower, which requires \$20,000 originally budgeted in 2023 to be carried forward into 2024. Total impact of these requests is to use \$30,750 of previously budgeted resources that would be drawn from general fund reserves.

Financial Impact:

The Community Investment Fund has a net zero impact, whereas the Facilities requests would draw previously budgeted resources from general fund reserves.

Advisory Commission Discussion:

N/A

Council Committee Discussion:

N/A

Attachments:

N/A