



## Staff Report

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**File #:** 24-146

**Version:** 1

**Date:** 4/22/2024

**Item #:** 3.2b.

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**TO:** Mayor and City Council  
**THROUGH:** Keith Stahley, City Manager  
**FROM:** Josh Eggleston, Chief Finance Officer

### **SUBJECT:**

Transfer of appropriations within the City's Fiscal Year (FY) 2024 Budget to fund a repair to the Library parking structure.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

Result Area(s): Good Governance; Safe, Reliable and Efficient Infrastructure.

### **SUMMARY:**

A transfer from contingency in the amount of \$150,000 is needed to repair damage at the Library parking structure from a motor vehicle accident that occurred in December 2023. Facilities and Risk staff were notified of the incident and have since had the area inspected for the level of repair needed. Work for engineering, permitting, and repair are included in this cost.

A Library patron was the driver of the motor vehicle. A claim has been filed with the City's property insurance carrier to reimburse the cost of the repair less the deductible. The City's insurance will pursue payment from the private insurance carrier of the motor vehicle.

### **ISSUE:**

Shall City Council adopt Resolution No. 2024-16 authorizing a transfer of \$150,000 in appropriations within the City's FY 2024 budget for unanticipated charges?

### **RECOMMENDATION:**

Adopt Resolution No. 2024-16 authorizing a transfer of \$150,000 in appropriations within the City's FY 2024 budget for unanticipated charges.

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## **FACTS AND FINDINGS:**

FROM General Fund, Non Departmental, Contingencies, 101-60961000-61110, \$150,000  
TO: General Fund, Non Departmental, Transfers to other funds, 101-60961000-62110, \$150,000  
ADD: Capital Improvements Fund, Parking structure improvements, Interfund transfers- Gen fund money, 255-64901200-39105, \$150,000  
ADD: Capital Improvements Fund, Parking structure improvements, Construction contracts, 255-64901200-52620, \$150,000

In December 2023, Library staff were notified of an incident in the Library parking structure where a motor vehicle ran over the curb stop and struck the concrete barrier, causing damage to the inside panel of the garage. Both Risk and Facilities staff then assessed the area for damage. It was determined that panel would need to be demolished and repaired due to the severity of the damage. This transfer would allow for the work to proceed on the demolition and repair.

## **BACKGROUND:**

Oregon State budget law allows the City Council to approve a transfer of appropriation from General Fund Contingency to another fund when a specific need is identified.

Kelli Blechschmidt  
Management Analyst II

### **Attachments:**

1. Resolution 2024-16