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**TO:** FRUITA CITY COUNCIL AND MAYOR

**FROM:** CITY MANAGER'S OFFICE

**DATE:** OCTOBER 15, 2024

**AGENDA TEXT:** RESOLUTION 2024-32 - A Request to Approve a Resolution Amending the 2024 Budget and Transferring Funds from the from the General Fund Contingency to the City Council Program for Executive Recruitment.

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### BACKGROUND

The City Council has reviewed proposals from qualified firms for Executive Recruitment services to fill the position of City Manager. Earlier this month, the City Council interviewed three firms to provide the services and has recommended approving an agreement with Columbia LTD to begin the formal process of recruiting the position.

As outlined in the firm's proposal, the total cost for the services are estimated to be \$22,500. Staff is recommending moving \$25,000 in case additional funds are needed for the recruitment. This contingency amendment transfers funds from the General Fund Contingency Account to the City Council program to enter into an agreement for the services and to begin the process. Continency funds can be used for unanticipated or emergency expenses, and this is an allowable use of these funds per the City of Fruita's Financial Policies.

### FISCAL IMPACT

The General Fund Contingency Account of \$244,500 will be reduced by \$25,000 to \$219,500.

### APPLICABILITY TO CITY GOALS AND OBJECTIVES

The continency transfer includes necessary costs for hiring a new City Manager, and the City Council has advised staff to move forward this budget amendment.

### OPTIONS AVAILABLE TO THE COUNCIL

- **APPROVE THE BUDGET AMENDMENT AS PRESENTED OR WITH AMENDMENTS**
- **ADVISE STAFF TO REVISE THE BUDGET AMENDMENT**

### RECOMMENDATION

It is the recommendation of staff that the Council by motion:

- **ADOPT RESOLUTION 2024-32 - AMENDING THE 2024 BUDGET AND TRANSFERING FUNDS FROM THE GENERAL FUND CONTINGENCY ACCOUNT TO THE CITY COUNCIL PROGRAM FOR EXECUTIVE RECRUITMENT.**