

**MAYOR AND COUNCIL COMMUNICATION**

**DATE:** January 21, 2025

**TO:** Mayor and Council

**FROM:** Carol Goering, Finance Director

**THROUGH:** Dr. Crystal Caldera, City Manager

**SUBJECT:** Presentation and Discussion of an Ordinance Authorizing Budget Adjustments for the FY 2024-2025 General Fund Budget Adjustment in the Amount of \$20,000 for the Purpose of Increasing the Library Department Budget. (1st Reading as Required by City Charter)

**SPONSOR(S):** N/A

**PURPOSE**

This M & C requests approval for a budget adjustment, which will increase the Library Department by \$20,000 to provide funding for the second part of the circulation desk area which includes additional staff workspace and storage, as well as to replace all library tile.

**FISCAL IMPACT**

| <b>Budget Adjustment Request for Library</b>                                |          |                     |  |
|---|----------|---------------------|--|
| 2 Door Tall Storage Cabinet 72" (x2)  | 1,079.10 |                     | 2nd part of circulation desk area which includes additional staff workspace, and storage |
| Metal Bookshelves (x3)  | 1,060.95 |                     |  |
| Filing Cabinets (x2)  | 539.00   |                     |  |
| Staff Desk (x2)   | 468.60   |                     |  |
| Double Door Base Cabinets (x2)  | 2,546.72 |                     |  |
| Modular Open Tall Cabinet   | 2,418.24 |                     |  |
| Freight   | 1,112.43 | \$ 9,225.04         |  |
| Floor Replacement Both Restrooms  | 2,417.00 |                     | Replace all library tile   |
| Floor Replacement for Office Spaces, Library Entry, Break, and Janitor Room | 8,993.00 | \$ 11,410.00        |  |
|   |          | <b>\$ 20,635.04</b> |  |

**RECOMMENDATION**

City Council approve the Ordinance authorizing the budget adjustment

ATTEST :

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**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary