

MEMORANDUM

SEGUIN
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ECONOMIC
DEVELOPMENT
CORPORATION

To:	Mayor Donna Dodgen Seguin City Council
CC:	Steve Parker, City Manager Susan Cadell, Director of Finance
From:	Josh Schneuker Director, Economic Development Executive Director, SEDC
Meeting Date:	March 19, 2024
Subject:	SEDC Budget Amendment #2: Mid-Year Budget Adjustment

Background Information

Attached you will find a budget amendment based upon the recommended Fund Balance/Working Capital Minimum Balance Policy. SEDC created the Incentive/Infrastructure Fund several years ago to provide funding for incentives or infrastructure needs for future prospects or projects. The budget for these projects carries over from year to year until the projects are complete without having to be budgeted each year. The available balance in that fund as of December 31, 2023, is \$2,900,549 after currently funded projects are taken out. Staff is proposing a transfer of \$1,500,000 to this fund for future prospect incentives or infrastructure. This will leave above three months average operating expenditures in the operating fund.

Staff Recommendation and Next Steps

On March 7, 2024, the SEDC Board of Directors approved Resolution 2024-06, authorizing an amendment to the Fiscal Year 2023-2024 SEDC Budget. Staff and the SEDC Board of Directors recommend approval of the Resolution amending the Fiscal Year 2023-2024 SEDC Budget.