

	<p align="center">City of Lloydminster Request for Decision (RFD)</p>
---	---

Subject Matter: City Manager Contingency Reserve Reallocation
Department: Corporate Services
Presented By: Ryan Hill
Council Meeting Date: March 10, 2025

Recommendation:

That Council approve replenishing the City Manager Contingency Reserve Account No. 1-100-131-36110 to a balance of \$500,000 by reallocating reserve funds as outlined in Appendix "A".

Issue: Administration is requesting Council's approval to reallocate funds from the respective reserves to replenish the City Manager Contingency Reserve.

Background: A few emergent, unexpected, or urgent expenses have arisen in 2024 which have been approved by the City Manager and funded through the City Manager Contingency Reserve. The nature of these expenses relates to various departments and should be reallocated from their respective reserves. The reserve was last replenished for the period ending June 30, 2024.

As per Reserves Policy No. 134-04, no resolution of Council is necessary for utilization of this reserve account and will be replenished at year-end, or as approved by Council. At this time, Administration has reconciled the reserve for actual expenditures as well as commitments as per attached Appendix "A" and requires \$371,200.59 to be reallocated. Administration will continue to report and reconcile on a quarterly basis which will ensure the reserve balance is maintained.

The City's Reserve Policy No. 134-04 states the following:

City Manager Contingency	Established for emergency situations. This reserve will not require Council approval for withdrawal. The Reserve will be replenished by the end of each year, or as approved by Council.	Purchasing threshold for City Manager
--------------------------	--	---------------------------------------

Options:

1. That Council approve replenishing the City Manager Contingency Reserve Account No. 1-100-131-36110 to a balance of \$500,000 by reallocating reserve funds as outlined in Appendix "A".
2. That Council not approve replenishing the City Manager Contingency Reserve.
3. That Council request further information and that the item be brought forward to a future Regular Council Meeting for decision.

	<p>City of Lloydminster Request for Decision (RFD)</p>
---	---

Alignment with Strategic Plan: This item is in alignment with the following strategic area:
Delivering Good Governance.

Legal Review: N/A

Governance Implications: N/A

Budget/Financial Implications: Administration proposes to reallocate funds within the unrestricted reserves.

Environmental Implications: N/A

	City of Lloydminster Request for Decision (RFD)
---	--

Report Approval Details

Document Title:	City Manager Contingency Reserve.docx
Attachments:	- Appendix A - City Manager Reserve Replenishment - Q4 2024.pdf
Final Approval Date:	Feb 27, 2025

This report and all of its attachments were approved and signed as outlined below:

Adele Wakaruk

Marilyn Lavoie

Dion Pollard