



MEMORANDUM

REGULAR CITY COUNCIL MEETING

February 21, 2023 at 7:00 PM

TO: Rich LaBombard, City Manager

FROM: Matt Smith, Treasurer

DATE: February 13, 2022

SUBJECT: Budget Amendment Fiscal Year 22-23 Resolution 06-2023

Throughout the year, revenue and expenses of the various City funds are continually monitored and compared to the approved budget. From time to time, budgets require amending due to unanticipated expenses.

The City occasionally enters into contracts for projects which end up spanning 2 fiscal years. This year most of the mid-year budget adjustments are due to this situation. The Union Street Sidewalk project, Campbell Road Project, DPW Truck Upfitting, and DDA TIF Plan Audit were approved, and contracts awarded but work on the projects continued into the current fiscal year.

Other budget amendments noted were:

- Planning and Zoning has several developments being processed resulting in higher Attorney and engineering expenditures. Additionally, we are consulting with Williams and Works for an interim Planning and Zoning Director.
- General legal fees were up to deal with employment matters as well as several other general matters.
- Escrows are being used to help cover the attorney and engineering expenditures related to developments which has resulted in higher planning and zoning revenues.
- State shared revenue estimates for the year were increased.
- Final changes to taxable values and millages resulted in some increases in tax capture for the DDA.

I recommend City Council adopt Resolution 06-2023 which outlines the amendments to the City of Douglas annual budget for fiscal year 2022-2023.

**CITY OF THE VILLAGE OF DOUGLAS
COUNTY OF ALLEGAN
STATE OF MICHIGAN**

RESOLUTION NO. 06-2023

**RESOLUTION AMENDING THE BUDGET OF THE
2022/2023 GENERAL APPROPRIATIONS ACT
(Various Funds)**

At a regular meeting of the City Council for the City of the Village of Douglas, Michigan, held at the City of the Village of Douglas City Hall, Douglas, Michigan, on the 21st day of February, 2023, at 7:00 p.m.

PRESENT:

ABSENT:

The following resolution was offered by Councilperson _____ and supported by Councilperson _____.

RESOLUTION

WHEREAS, in accordance with the Uniform Budgeting and Accounting Act, Public Act No. 2 of 1968, as amended, and Chapter IX of the City Charter, the City Council of the City of the Village of Douglas adopted a General Appropriations Act to establish and approve of the City's budget for the fiscal year commencing July 1, 2022, and ending June 30, 2023.

WHEREAS, the City Manager and City Treasurer have recommended that said budget be amended based on new information now available;

WHEREAS, the City Council is authorized by statute to amend the budget throughout the fiscal year as it becomes apparent that a deviation from the original general appropriations act is necessary;

WHEREAS, the City Council is authorized by the City Charter to transfer appropriation balances, and to make additional appropriations during the fiscal year that do not exceed the amount of

actual and anticipated revenues, and unreserved fund balances and working capital balances, as estimated in the budget.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The City Council of the City of the Village of Douglas (“Douglas”) does hereby amend the adopted and approved budget for fiscal year 2022/2023 by amending the various appropriations and interfund transfers as set forth in Exhibit A to this Resolution.

2. Any increases in funds appropriated for expenditures and interfund transfers shall be made from the unreserved fund balances or working capital balances of the various funds comprising the adopted and approved fiscal year 2022/2023 budget.

3. That any resolutions in conflict with this Resolution are deemed rescinded and revoked by the adoption of this Resolution.

YEAS: Council Members:

NAYS: Council Members:

ABSTAIN: Council Members:

ABSENT: Council Members:

ADOPTED this 21st day of February 2023

CITY OF THE VILLAGE OF DOUGLAS

BY: _____
Jerome Donovan, Mayor

BY: _____
Pamela Aalderink, City Clerk

CERTIFICATION

I, Pamela Aalderink, the duly appointed Clerk of the City of the Village of Douglas, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Douglas City Council at a regular meeting held February 21, 2023 in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

CITY OF THE VILLAGE OF DOUGLAS

BY: _____

Pamela Aalderink, City Clerk

City of the Village of Douglas
Proposed Budget Amendment
FY 2022-2023

	Current Budget	Increase	Decrease	Proposed Amended Budget
GENERAL FUND				
Legislative	\$ 22,366	\$ -	\$ -	\$ 22,366
Manager	185,515	-	13	185,502
Clerk/Treasurer	349,752	-	885	348,867
Auditor	9,400	-	-	9,400
Assessing	63,997	163	-	64,160
Election	10,328	650	-	10,978
Building & Grounds	157,710	-	-	157,710
Attorney	17,500	50,000	-	67,500
Police	752,970	9,325	-	762,295
Street & Right of Way	346,019	8,251	-	354,270
Planning & Zoning	328,560	37,299	-	365,859
Parks & Recreation	248,461	10,781	-	259,242
Community Promotions	25,000	-	2,500	22,500
Insurance Bonds	40,000	772	-	40,772
Debt Service	-	-	-	-
Transfers Out	532,000	-	-	532,000
TOTAL GENERAL FUND	3,089,578	117,241	3,398	3,203,421
Less: Transfers Out	(532,000)	-	-	(532,000)
** TOTAL EXPENDITURES	2,557,578	117,241	3,398	2,671,421
Revenue/Transfers In	3,311,823	44,543	-	3,356,366
Less: Transfers In	(4,500)	-	-	(4,500)
** TOTAL REVENUES	3,307,323	44,543	-	3,351,866
Surplus/(Deficit)	222,245	-	-	152,945
MAJOR STREET FUND EXPENSES	403,911	1,092	-	405,003
Revenue/Transfers In	509,259	-	56,998	452,261
Surplus/(Deficit)	105,348	-	-	47,258
LOCAL STREET FUND EXPENSES	284,852	233,186	-	518,038
Revenue/Transfer In	350,728	61,264	-	411,992
Surplus/(Deficit)	65,876	-	-	(106,046)
ROAD MILLAGE FUND EXPENSES	-	-	-	-
Revenue/Transfer In	100,000	-	-	100,000
Surplus/(Deficit)	100,000	-	-	100,000
SCHULTZ PARK FUND EXPENSES	7,800	949	-	8,749
Revenue/Transfer In	25,100	-	-	25,100
Surplus/(Deficit)	17,300	-	-	16,351
BROWNFIELD REDEVELOPMENT AUTHORITY FUND EXPENSES	83,000	-	-	83,000
Revenue/Transfer In	100,000	-	-	100,000
Surplus/(Deficit)	17,000	-	-	17,000
HARBOR AUTH. FUND EXPENSES	15,000	-	-	15,000
Revenue/Transfer In	14,000	-	-	14,000
Surplus/(Deficit)	(1,000)	-	-	(1,000)
DDA FUND EXPENSES	75,600	5,851	-	81,451
Revenue/Transfer In	47,188	2,236	-	49,424
Surplus/(Deficit)	(28,412)	-	-	(32,027)
BLUE STAR CORRIDOR EXPENSES	118,675	-	-	118,675
Revenue/Transfer In	112,000	-	-	112,000
Surplus/(Deficit)	(6,675)	-	-	(6,675)
WATER & SEWER FUND EXPENSES	628,800	-	-	628,800
Revenue/Transfers In	669,500	-	-	669,500
Surplus/(Deficit)	40,700	-	-	40,700
DOUGLAS MARINA FUND EXPENSES	142,750	-	505	142,245
Revenue/Transfer In	44,700	-	-	44,700
Surplus/(Deficit)	(98,050)	-	-	(97,545)
EQUIP. RENTAL FUND EXPENSES	486,186	113,021	-	599,207
Revenue/Transfers In	28,843	-	-	28,843
Surplus/(Deficit)	(457,343)	-	-	(570,364)

Explanation: MID YEAR BUDGET ADJUSTMENT FOR FISCAL YEAR ACTIVITY