



# MEMORANDUM

## REGULAR CITY COUNCIL MEETING

September 6, 2023 at 7:00 PM

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**TO:**

**FROM:** Matt Smith, Treasurer

**DATE:** August 30, 2023

**SUBJECT:** Budget Amendment Fiscal Year 23-24 Resolution 30-2023

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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.

budget amendments noted were:

- DDA fund and Blue Star Corridor Improvement Fund - Wayfinding contract was entered into in the prior fiscal year, but work will be completed in the current fiscal year. The prior year budget is being rolled forward into the current fiscal year.
- Water Sewer Fund – DWAM grant began in the prior fiscal year and continues into this year. The original budget was based on projections of prior fiscal year activity and is being updated now based on invoices received for the prior year.

**I recommend City Council adopt Resolution 30-2023 which outlines the amendments to the City of Douglas annual budget for fiscal year 2023-2024.**

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

**RESOLUTION NO. 30-2023**

**RESOLUTION AMENDING THE BUDGET OF THE  
2023/2024 GENERAL APPROPRIATIONS ACT  
(Various Funds)**

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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 6th day of September, 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, 2023, and ending June 30, 2024.

**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 2023/2024 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 2023/2024 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 21<sup>st</sup> day of February 2023

**CITY OF THE VILLAGE OF DOUGLAS**

BY: \_\_\_\_\_  
Jerome Donovan, Mayor

BY: \_\_\_\_\_  
Laura Kasper, Interim City Clerk

**CERTIFICATION**

I, Laura Kasper, 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 September 6, 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: \_\_\_\_\_  
Laura Kasper, Interim City Clerk

**City of the Village of Douglas**  
**Proposed Budget Amendment**  
**FY 2023-2024**

	Current Budget	Increase	Decrease	Proposed Amended Budget
<b>DDA FUND EXPENSES</b>	69,800	34,000	-	103,800
Revenue/Transfer In	49,942	-	-	49,942
Surplus/(Deficit)	(19,858)			(53,858)
<b>BLUE STAR CORRIDOR EXPENSES</b>	50,000	12,500	-	62,500
Revenue/Transfer In	103,000	-	-	103,000
Surplus/(Deficit)	53,000			40,500
<b>WATER &amp; SEWER FUND EXPENSES</b>	567,359	-	43,291	524,068
Revenue/Transfers In	444,687	-	53,119	391,568
Surplus/(Deficit)	(122,672)			(132,500)

Explanation: MID YEAR BUDGET ADJUSTMENT FOR FISCAL YEAR ACTIVITY