

2023-24 Budget Amendments

June 17, 2024

The Honorable Mayor North and Members of the City Council:

Attached please find the recommended City budget amendment for all funds for the year ending June 30, 2024.

Michigan's Uniform Budgeting and Accounting Act, as amended by P.A 621 of 1978, requires subsequent amendments to the original adopted budget (General Appropriations Resolutions) for any function that exceeds its budget's appropriation.

General Fund Highlights

As I'm sure you are aware, interest rates have been significantly higher in the past two years than they were for the better part of the previous 15 years. In FY2023, interest income in the General Fund was approximately \$57,000. For FY2024, the City appropriately and conservatively budgeted \$0 for interest income with the expectation that any received would be a bonus. The attached amendment includes an increase to interest income of \$180,000. While we are not making a prediction, it is possible, perhaps probable, that interest rates will begin to decrease over this next year. For FY2025, the City has again budgeted \$0 for interest income. The actual revenue should provide additional coverage in the event other revenues fail to meet expectations or when unexpected expenditures invariably occur.

For expenditures, the General Fund amendments are a collection of "clean up" adjustments. In total, the amendment reduces General Fund expenditures by \$61,500. The individual department adjustments are a combination of reductions for unspent expenditures such as the update to the master plan that was postponed until FY2025 and some modest overages such as higher than expected equipment rental in the Building & Grounds department.

Altogether, the amendment to General Fund decreases the currently planned reduction to fund balance by \$241,500 (\$180,000 more revenue plus \$61,500 less expenditures). Absent the purchase of 415 Wiley, the General Fund would have achieved a significant surplus for the year.

Other Funds

The only fund with an amendment that reduces fund balance or net position is the Water and Sewer Fund. The original budgeted increase to the capital charge was more significant than what the City actually implemented. Some of this is just a timing issue. In addition, the potholing and lead service inventory projects funded by the DWAM grant will not be completed before June 30, 2024 and thus a portion of the reimbursement the City will receive from the State of Michigan will be pushed to FY2025.

In all other funds, this proposed budget amendment increases fund balance or net position as a result of spending less than budgeted.

We anticipate this is the final amendment to be presented to the Council for this fiscal year.

Recommended Motion:

I move to amend the City of the Village of Douglas 2023-2024 fiscal year budget to cover the anticipated activity for each of the funds in the attached summary of amendments.

Respectfully submitted,

Approved,

Your Plante Moran accounting team

Brian Camiller, CPA Monika Fontaine, CPA Lisa Nocerini City Manager The following are the proposed budget amendments by fund:

Fund	Proposed Amendment to Revenues		Proposed Amendment to Expenditures		Proposed Net Revenues Over/(Under) Expenditures
General Fund (101)	\$	180,000 increase	\$	(61,500) decrease	\$ 241,500 Increase to fund balance
Major Streets (202)	\$	(10,500) decrease	\$	(45,50b) decrease	\$ 35,000 Increase to fund balance
Local Streets (203)	\$	13,500 increase	\$	(18,800) decrease	\$ 32,300 Increase to fund balance
Schultz Park Launch Ramp (213)	\$	- no change	\$	- no change	\$ -
Brownfield Redevelopment Authority (243)	\$	4,715 increase	\$	(39,785) decrease	\$ 44,500 Increase to fund balance
Kalamazoo Harbor Authority (245)	\$	(14,000) decrease	\$	(15,000) decrease	\$ 1,000 Increase to fund balance
Downtown Development Authority (248)	\$	15,500 increase	\$	- no change	\$ 15,500 Increase to net position
Blue Star Corridor Improvement (403)	\$	15,900 increase	\$	- no change	\$ 15,900 Increase to fund balance
Water & Sewer Fund (450)	\$	(190,000) decrease	\$	17,800 increase	\$ (207,800) Decrease to net position
Municipal Building Fund (470)	\$	- no change	\$	- no change	\$ -
Douglas Marina (594)	\$	3,300 increase	\$	(30,000) decrease	\$ 33,300 Increase to fund balance
Equipment Rental Fund (660)	\$	- no change	\$	(15,000) decrease	\$ 15,000 Increase to net position

Revenue	City of the Village of Douglas Fiscal Year 2024 Budget Amendment	Summary (BA-1)	Current Amended Budget	Proposed Budget Amendment	Proposed Amended Budget
Pote 100	General Fund (101) Combined with M	larina Fund (594) for financial statement purposes			
State Stat	Revenue: Positive/ (Negative) Change	9			
Page	Dept 000	Interest Income		180,000	
Dept 255 - CLERK	Total Revenues		3,579,094	180,000	\$ 3,759,094
Dept 255 - CLERK	Expenditures: (Positive)/ Negative Ch	nange			
Dept 265 - EMILDING & GROUNDS Wages, insurance, equipment rent, capital outlay 34,500 Dept 301 - POLICE Contractual attorney, vehicle maintenance & repair 4,250 Dept 301 - POLICE Contractual attorney, vehicle maintenance & repair (74,500) Dept 303 - FOLICE Contractual attorney, vehicle maintenance & repair (74,500) Dept 301 - POLICE Contractual attorney, vehicle maintenance & repair (74,500) Dept 301 - POLICE Contractual attorney, vehicle maintenance & repair (74,500) Dept 301 - POLICE Contractual attorney, vehicle maintenance & repair (74,500) Dept 301 - POLICE Contractual attorney, vehicle maintenance & repair (74,500) Dept 301 - POLICE Contractual attorney, vehicle maintenance & repair (74,500) Dept 301 - POLICE Contractual attorney, vehicle maintenance & repair (74,500) Dept 402 - COMMUNITY PROMOTION Hazardous waste budgeted but did not occur (1,500) 4,768,985 Net Revenues and Expenditures (1,251,391) 241,500 (1,009,891 Beginning Fund Balance at July 1, 2023 Sonw Removal (22,27,664 2,227,464 Dept 403 - GENERAL STREETS & ROW				(2,500)	
Dept 266 - CONTRACTUAL ATTORNEY Dept 301 - POLICE Attorney services (20,000) (14,500) (1	Dept 265 - BUILDING & GROUNDS			34,500	
Dep 301 - POLICE Dep 1463 - GENERAL STREETS Capital outlay Dept 463 - GENERAL STREETS CAPITAL OUTLAY Wages, insurance, contractual services, capital outlay Dept 701 - PLANNING & ZONING CONTRACTUAL SERVICES, capital outlay Dept 701 - PLANNING & ZONING CONTRACTUAL SERVICES, capital outlay Dept 802 - COMMUNITY PROMOTIONS CONTRACTUAL SERVICES, capital outlay Dept 802 - COMMUNITY PROMOTIONS CONTRACTUAL SERVICES, capital outlay Dept 802 - COMMUNITY PROMOTIONS CONTRACTUAL SERVICES, capital outlay Contractual Services, capital Contractual Services, capital Outlay Contractual Services, capital Outlay Contractual Services, capital Contractual Services, capita				(20,000)	
Dep TO1 - PLANNING & ZONING Dept 301 - PARKS & RECREATION Wages, insurance, contractual services, capital outlay per 802 - COMMUNITY PROMOTIONS Hazardous waste budgeted but did not occur (4,000) 30,600 (4,000) TOtal Expenditures 4,830,485 (61,500) 4,768,985 Net Revenues and Expenditures (1,251,331) 241,500 (1,009,891) Beginning Fund Balance at July 1, 2023 2,227,464 2,227,464 Projected Ending Fund Balance at July 1, 2024 5976,073 22,227,464 Major Streets (202) Snow Removal (22,500) 22,227,464 Popt 000 Grants: Highways and Streets (County) 12,000 30,000 30,000 Total Revenues Popt 000 Grants: Highways and Streets (County) 2(2,500) 329,600 Expenditures Positive/ (Negative) Charges Popt 304 (1,500) 329,600 Expenditures Positive/ (Negative) Charges Repairs & Maintenance, capital outlay (27,000) 31,500 31,500 31,510 Popt 364 - GENERAL STREETS & ROW Dept 364 - GENERAL STREETS WITER Repairs & Maintenance, capital outlay (51,115) 35,000 116,115 35,000 161,515 Beginning Fund Balance at July 1, 2023 211,424 31	Dept 301 - POLICE	•			
Dep TO1 - PLANNING & ZONING Dept 301 - PARKS & RECREATION Wages, insurance, contractual services, capital outlay per 802 - COMMUNITY PROMOTIONS Hazardous waste budgeted but did not occur (4,000) 30,600 (4,000) TOtal Expenditures 4,830,485 (61,500) 4,768,985 Net Revenues and Expenditures (1,251,331) 241,500 (1,009,891) Beginning Fund Balance at July 1, 2023 2,227,464 2,227,464 Projected Ending Fund Balance at July 1, 2024 5976,073 22,227,464 Major Streets (202) Snow Removal (22,500) 22,227,464 Popt 000 Grants: Highways and Streets (County) 12,000 30,000 30,000 Total Revenues Popt 000 Grants: Highways and Streets (County) 2(2,500) 329,600 Expenditures Positive/ (Negative) Charges Popt 304 (1,500) 329,600 Expenditures Positive/ (Negative) Charges Repairs & Maintenance, capital outlay (27,000) 31,500 31,500 31,510 Popt 364 - GENERAL STREETS & ROW Dept 364 - GENERAL STREETS WITER Repairs & Maintenance, capital outlay (51,115) 35,000 116,115 35,000 161,515 Beginning Fund Balance at July 1, 2023 211,424 31	Dept 463 - GENERAL STREETS				
Dept 751 - PARKS & RECREATION Dept 802 - COMMUNITY PROMOTIONS Wages, insurance, contractual services, capital outlay (4,000) 31,350 (4,000) Total Expenditures 4,830,485 (61,500) 4,768,985 Net Revenues and Expenditures (1,251,331) 241,500 (1,009,891) Beginning Fund Balance at July 1, 2023 2,227,464 (597,607) 2,227,400 (597,607) 2,227,400 (597,607) 2,227,400 (597,607) 2,227,400 (597,607) 2,227,400 (597,607) 2,227,400 (597,607)	Dept 701 - PLANNING & ZONING				
Dept 802 - COMMUNITY PROMOTIONS					
Net Revenues and Expenditures (1,251,391) 241,500 (1,009,891) Beginning Fund Balance at July 1, 2023 2,227,464 2,227,464 5,76,073 5,217,573 Major Streets (202) Revenue: Positive/ (Negative) Change C22,500 12,000		-			
Reginning Fund Balance at July 1, 2023 2,227,464 5,976,073 5,1217,573	Total Expenditures		4,830,485	(61,500)	4,768,985
Projected Ending Fund Balance at June 30, 2024 \$ 976,073 \$ 1,217,573 Major Streets (202) Revenue: Positive/ (Negative) Change Dept 000 Snow Removal Dept 000 (22,500) 1 2,000 1 2,000 \$ 340,100 (10,500) \$ 329,600 Expenditures Positive/ (Negative) Change Expenditures Subjects (Subjects	Net Revenues and Expenditures		(1,251,391)	241,500	(1,009,891)
Projected Ending Fund Balance at June 30, 2024 \$ 976,073 \$ 1,217,573 Major Streets (202) Revenue: Positive/ (Negative) Change Dept 000 Snow Removal Dept 000 (22,500) 1 2,000 1 2,000 \$ 340,100 (10,500) \$ 329,600 Expenditures Positive/ (Negative) Change Expenditures Subjects (Subjects	Reginning Fund Ralance at July 1, 202	3	2 227 464		2 227 464
Major Streets (202) Revenue: Positive/ (Negative) Change					
Dept 000 Sinow Removal (22,500) Dept 000 Grants: Highways and Streets (County) (22,500)	Trojected Ending Fand Balance at Jan	30, 2027	*************************************		+ 1,211,616
Dept 000 Grants: Highways and Streets (County) 12,000 12,0	Major Streets (202)				
Dept 000 Grants: Highways and Streets (County) 12,000 12,000 10,500 \$ 329,600	Revenue: Positive/ (Negative) Change	9			
Total Revenues \$ 340,100 \$ 10,500 \$ 329,600	Dept 000				
Expenditures Positive/ (Negative) Change Dept 463 - GENERAL STREETS & ROW Dept 364 - GENERAL STREETS & ROW Sidewalk plowing Dept 364 - GENERAL STREETS WINTER Sidewalk plowing Sidewalk plowi	•	Grants: Highways and Streets (County)		12,000	
Dept 463 - GENERAL STREETS & ROW Repairs & Maintenance, capital outlay (27,000) (18,500)	Total Revenues		\$ 340,100	(10,500)	\$ 329,600
Dept 364 - GENERAL STREETS WINTER Sidewalk plowing Sidewalk plow	Expenditures Positive/ (Negative) Cha	ange			
Dept 364 - GENERAL STREETS WINTER Sidewalk plowing Sidewalk plow	Dept 463 - GENERAL STREETS & ROW	Repairs & Maintenance, capital outlay		(27,000)	
Total Expenditures 391,215 (45,500) 345,715 Net Revenues and Expenditures (51,115) 35,000 (16,115) Beginning Fund Balance at July 1, 2023 211,424 211,424 Projected Ending Fund Balance at June 30, 2024 \$ 160,309 \$ 195,309 Local Streets (203) *** *** Revenue: Positive/ (Negative) Change (3,500) 17,000 Dept 000 Snow Removal (3,500) 17,000 Total Revenues \$ 272,950 13,500 \$ 286,450 Expenditures Positive/ (Negative) Change *** (9,000) \$ 286,450 Total Expenditures Sidewalk plowing (9,800) ** Total Expenditures (68,854) 32,300 (36,554) Beginning Fund Balance at July 1, 2023 172,688 172,688	Dept 364 - GENERAL STREETS WINTER				
Beginning Fund Balance at July 1, 2023 211,424 \$ 160,309 \$ 195,309	Total Expenditures		391,215		345,715
Projected Ending Fund Balance at June 30, 2024 \$ 160,309 \$ 195,309	Net Revenues and Expenditures		(51,115)	35,000	(16,115)
Projected Ending Fund Balance at June 30, 2024 \$ 160,309 \$ 195,309	Paginning Fund Palance at July 1, 202	2	211 424		211 424
Local Streets (203) Revenue: Positive/ (Negative) Change Dept 000 Snow Removal (3,500) Dept 000 Grants: Highways and Streets (County) 17,000 Total Revenues \$ 272,950 13,500 \$ 286,450 Expenditures Positive/ (Negative) Change Dept 463 - GENERAL STREETS & ROW Capital outlay (9,000) Dept 364 - GENERAL STREETS WINTER Sidewalk plowing (9,800) Total Expenditures Net Revenues and Expenditures (68,854) 32,300 (36,554) Beginning Fund Balance at July 1, 2023					
Revenue: Positive/ (Negative) Change Dept 000 Snow Removal (3,500) Dept 000 Grants: Highways and Streets (County) 17,000 Total Revenues \$272,950 13,500 \$286,450 Expenditures Positive/ (Negative) Change Dept 463 - GENERAL STREETS & ROW Capital outlay (9,000) Dept 364 - GENERAL STREETS WINTER Sidewalk plowing (9,800) Total Expenditures (68,854) 32,300 (36,554) Beginning Fund Balance at July 1, 2023 172,688	riojected Liiding Fund Balance at Jun	e 30, 2024	→ 100,303		Ş 133,303
Dept 000 Snow Removal (3,500) Dept 000 Grants: Highways and Streets (County) 17,000 Total Revenues Expenditures Positive/ (Negative) Change Dept 463 - GENERAL STREETS & ROW Capital outlay (9,000) Dept 364 - GENERAL STREETS WINTER Sidewalk plowing (9,800) Total Expenditures 341,804 (18,800) 323,004 Net Revenues and Expenditures (68,854) 32,300 (36,554) Beginning Fund Balance at July 1, 2023 172,688 172,688	Local Streets (203)				
Dept 000 Grants: Highways and Streets (County) Total Revenues \$ 272,950					
Total Revenues \$ 272,950 13,500 \$ 286,450					
Expenditures Positive/ (Negative) Change Dept 463 - GENERAL STREETS & ROW Capital outlay (9,000) Dept 364 - GENERAL STREETS WINTER Sidewalk plowing (9,800) Total Expenditures 341,804 (18,800) 323,004 Net Revenues and Expenditures (68,854) 32,300 (36,554) Beginning Fund Balance at July 1, 2023 172,688		Grants: Highways and Streets (County)			
Dept 463 - GENERAL STREETS & ROW Dept 364 - GENERAL STREETS WINTER Capital outlay Sidewalk plowing (9,000) Total Expenditures 341,804 (18,800) 323,004 Net Revenues and Expenditures (68,854) 32,300 (36,554) Beginning Fund Balance at July 1, 2023 172,688 172,688	Total Revenues		\$ 272,950	13,500	\$ 286,450
Dept 364 - GENERAL STREETS WINTER Sidewalk plowing (9,800) Total Expenditures 341,804 (18,800) 323,004 Net Revenues and Expenditures (68,854) 32,300 (36,554) Beginning Fund Balance at July 1, 2023 172,688 172,688	Expenditures Positive/ (Negative) Cha	ange			
Total Expenditures 341,804 (18,800) 323,004 Net Revenues and Expenditures (68,854) 32,300 (36,554) Beginning Fund Balance at July 1, 2023 172,688 172,688	Dept 463 - GENERAL STREETS & ROW	Capital outlay		(9,000)	
Net Revenues and Expenditures (68,854) 32,300 (36,554) Beginning Fund Balance at July 1, 2023 172,688 172,688	Dept 364 - GENERAL STREETS WINTER	Sidewalk plowing		(9,800)	
Beginning Fund Balance at July 1, 2023 172,688 172,688	Total Expenditures		341,804	(18,800)	323,004
	Net Revenues and Expenditures		(68,854)	32,300	(36,554)
	Beginning Fund Balance at July 1, 202	3	172.688		172.688
					\$ 136,134

City of the Village of Douglas Fiscal Year 2024 Budget Ame	ity of the Village of Douglas scal Year 2024 Budget Amendment Summary (BA-1)		Current Amended Budget	Proposed Budget Amendment	Α	roposed mended Budget
Schultz Park Launch Ramp (2:	13)					
Revenue: Positive/ (Negative) Change					
Dept 000				-		
Total Revenues		\$	25,100	-	\$	25,100
Expenditures Positive/ (Nega	tive) Change					
Total Expenditures		<u> </u>	28,050	-		28,050
Net Revenues and Expenditu	res		(2,950)	-		(2,950)
Beginning Fund Balance at Ju Projected Ending Fund Balance	• •	\$	123,873 120,923		\$	123,873 120,923
Brownfield Redevelopment A	uthority (243)					
Revenue: Positive/ (Negative) Change					
Dept 000	DPA Grant			4,715		
Total Revenues		\$	164,294	4,715	\$	169,009
Expenditures Positive/ (Nega	tive) Change					
Dept 000	Blight removal		170,000	(39,785)		
Total Expenditures			170,000	(39,785)		130,215
Net Revenues and Expenditu	res		(5,706)	44,500		38,794
Note: Fund Balance is not rep	orted since the Brownfield Redevelopment A	Authority is a component	: unit (full-ac	crual) activity.		

Kalamazoo Harbor Authority	(245)			
Revenue: Positive/ (Negative	e) Change			
Dept 000	Contributions		(14,000)	
Total Revenues		\$ 14,000	(14,000)	\$
Expenditures Positive/ (Nega	ative) Change			
Dept 745 - HARBOR	Navigational lighting project did not occur	15,000	(15,000)	
Total Expenditures		 15,000	(15,000)	
Net Revenues and Expenditu	ıres	 (1,000)	1,000	

Note: Fund Balance is not reported since the Kalamazoo Harbor Authority is a component unit (full-accrual) activity.

City of the Village of Douglas Fiscal Year 2024 Budget Amendment Summary (BA-1)		ļ	Current Amended Budget	Proposed Budget Amendment	Α	roposed mended Budget
Downtown Development Author						
Revenue: Positive/ (Negative) Cl	_					
Dept 000	DDA Grant Award	_		15,500		
Total Revenues		\$	50,264	15,500	\$	65,764
Expenditures Positive/ (Negative	e) Change					
Total Expenditures			103,800	-		103,800
Net Revenues and Expenditures			(53,536)	15,500		(38,036)
Note: Fund Balance is not report	ed since the Downtown Development Authority is a	component u	nit (full-accru	ial) activity.		
Blue Star Corridor Improvement	Fund (403)					
Revenue: Positive/ (Negative) Cl						
Dept 000	Marihuana retailers excise tax			15,900		
Total Revenues		\$	103,000	15,900	\$	118,900
Expenditures Positive/ (Negative	e) Change					
Total Expenditures		_	62,500	-		62,500
Net Revenues and Expenditures			40,500	15,900		56,400
Beginning Fund Balance at July 1 Projected Ending Fund Balance a		\$	130,322 170,822		\$	130,322 186,722
Water and Sewer Fund (450)						
Revenue: Positive/ (Negative) Cl	nange					
Dept 000	Capital charge			(90,000)		
Dept 000	DWAM Grant reimbursement			(100,000)		
Total Revenues		\$	548,978	(190,000)	\$	358,978
Expenditures Positive/ (Negative	e) Change					
Dept 536 - WATER SYSTEM	Wages, insurance, equipment rent		454,068	17,800		
Total Expenditures			454,068	17,800		471,868
Net Revenues and Expenditures			94,910	(207,800)		(112,890)
Designing Found Delegate at India	2022		116 251			116 251
Beginning Fund Balance at July 1 Projected Ending Fund Balance a		\$	116,251 211,161		\$	116,251 3,361
Building Fund (470)						
Revenue: Positive/ (Negative) Cl	nange					
Dept 000						
Total Revenues		\$	1,512,298	-	\$	1,512,298
Expenditures Positive/ (Negative	e) Change					
Total Expenditures			1,512,298	-	:	1,512,298
Net Revenues and Expenditures		_	-	-		-
Designation Front Balance at 1 1 4	2022					
Beginning Fund Balance at July 1 Projected Ending Fund Balance a		\$			\$	-
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City of the Village of Douglas Fiscal Year 2024 Budget Amendr		Current Amended Budget		Proposed Budget Amendment	A	Proposed Imended Budget
	with General Fund (101) for financial statement purposes					
Revenue: Positive/ (Negative) Cl	nange					
Dept 000.00	Seasonal slip fees			3,300		
Total Revenues		\$	135,087	3,300	\$	138,387
Expenditures Positive/ (Negative	e) Change					
Dept 597 - DOUGLAS MARINA	Marina demolition, capital outaly			(30,000)		
Total Expenditures			150,850	(30,000)		120,850
Net Revenues and Expenditures			(15,763)	33,300		17,537
Beginning Fund Balance at July 1	. 2023		40,356			40,356
Projected Ending Fund Balance a		\$	24,593		\$	57,893
Equipment Rental Fund (660)						
Revenue: Positive/ (Negative) Cl	nange					
Dept 000						
Total Revenues		\$	223,836	-	\$	223,836
Expenditures Positive/ (Negative	e) Change					
Dept 903 - EQUIPMENT REPAIRS &	MAIN Gas & oil, vehicle maintenance			(15,000)		
Total Expenditures			245,600	(15,000)		230,600
Net Revenues and Expenditures			(21,764)	15,000		(6,764)
Beginning Fund Balance at July 1	, 2023		1,079,613			1,079,613
Projected Ending Fund Balance a		\$	1,057,849		\$	1,072,849