

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Jeremy Howard, City Manager, and Vicki Corlew, City Treasurer
Date: June 12, 2025
Regarding: Fiscal Year 2024/25 Budget Amendments

For the Agenda of June 16, 2025

Background State Law requires that a budget of the revenues and expenditures of a municipality be annually approved for its general and special revenue funds before the beginning of the fiscal year and that the amendments to the said budget are to be presented for review when/as required. The Clare City Commission approved the fiscal year 2024/2025 budget on June 3, 2024, and has amended the budget as needed throughout the current fiscal year. However, there remain some additional "housekeeping" type budget amendments that are required for consideration and approval during the final City Commission meeting of the current fiscal year to be held on Monday, June 16, 2025.

Issues & Questions Specified Should the City Commission approve the recommended budget amendments for the fiscal year 2024/25?

Alternatives

1. Approve the recommended budget amendments.
2. Do not approve the budget amendments.

Financial Impact As outlined in Resolution 2025-045.

Recommendation It is the recommendation of the City's Treasurer and Finance Director that the proposed budget amendments be approved by adoption of Resolution 2025-045.

Attachments

1. Resolution 2025-045.

RESOLUTION 2025-045

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING AMENDMENTS TO THE CITY OF CLARE’S FISCAL 2024/25 BUDGET.

WHEREAS, it has been determined by city management that various housekeeping-type budget amendments to the City of Clare’s adopted 2024/25 budget are required; and

WHEREAS, a reallocation of previously approved fiscal budget funds will reduce the amount of activity-level budget amendments that are necessary.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Clare hereby approves the following fund/activity budget amendments to the previously adopted/amended fiscal 2024/25:

Fund:	Adopted Budget	Amended Budget	Difference
General Fund			
Revenue	\$3,622,891.19	\$3,487,810.78	(135,080.41)
Expenditures	\$3,582,688.84	\$3,026,588.74	(556,100.10)
Cemetery Trust Fund			
Revenue	\$4,000.00	\$14,800.00	\$10,800.00
Expenditures	\$6,600.00	\$9,000.00	\$2,400.00
Major Street			
Revenue	\$414,132.50	\$432,789.76	\$18,657.26
Expenditures	\$441,650.35	\$421,792.68	(19,857.67)
Local Street			
Revenue	\$316,965.75	\$322,824.65	\$5,858.90
Expenditures	\$316,926.09	\$333,471.39	\$16,545.30
Municipal Street Fund			
Revenue	\$296,569.16	\$362,706.42	\$66,137.26
Expenditures	\$292,971.00	\$340,000.00	\$47,029.00
Fire Fund			
Revenue	\$405,208.26	\$438,678.17	\$33,469.91
Expenditures	\$451,762.03	\$383,305.93	(68,456.10)
Parks & Rec			
Revenue	\$3,605,582.30	\$1,007,193.98	(2,598,388.32)
Expenditures	\$3,959,245.47	\$1,556,531.95	(2,402,713.52)
Local Development Finance Authority			
Revenue	\$4,592.19	\$11,306.04	\$6,713.85
Expenditures	\$4,592.19	\$11,275.00	\$6,682.81
Brownfield Authority Fund			
Revenue	\$15.00	\$85.00	\$70.00
Expenditures	\$0.00	\$0.00	\$0.00
Downtown Development Authority			
Revenue	\$110,000.00	\$146,479.44	\$36,479.44
Expenditures	\$124,413.20	\$150,791.97	\$26,378.77
Public Safety Debt Service			
Revenue	\$36,563.76	\$36,563.76	\$0.00
Expenditures	\$36,563.75	\$36,932.50	\$368.75

Sewer System Fund			
Revenue	\$1,175,000.00	\$1,442,406.12	\$267,406.12
Expenditure	\$1,075,801.84	\$1,056,226.42	(19,575.42)
Water System Fund			
Revenue	\$1,385,266.90	\$1,658,842.38	\$273,575.48
Expenditures	\$1,393,605.73	\$1,839,896.56	\$446,290.83
Data Processing			
Revenue	\$58,505.00	\$60,369.41	\$1,864.41
Expenditures	\$62,850.00	\$51,622.04	(11,227.96)
DPW Equipment Fund			
Revenue	\$583,630.00	\$574,340.25	(9,289.75)
Expenditures	\$526,861.53	\$454,799.32	(72,062.21)

FURTHERMORE, BE IT RESOLVED THAT the City Commission of the City of Clare hereby approves the above-identified fund/activity budget amendments to the previously adopted/amended fiscal 2024/25 budget.

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INsofar AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

This Resolution was introduced by Commissioner _____ and supported by Commissioner _____. The Resolution was declared adopted by the following roll call vote:

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 16th day of June 2025.

Diane M. Lyon, City Clerk