

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Jeremy Howard, City Manager and Shannon Sirpilla, Treasurer
Date: June 13, 2023
Regarding: Fiscal Year 2022/23 Budget Amendments

For the Agenda of June 19, 2023

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 prior to 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 2022/2023 budget on June 5, 2023, and has amended the budget as needed throughout the year. However, there remain some additional "housekeeping" type budget amendments that will be required to be considered during the final City Commission meeting of the current fiscal year to be held on Monday, June 19, 2023.

Issues & Questions Specified Should the City Commission approve the recommended budget amendments for the fiscal year 2022/23?

Alternatives

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

Financial Impact As outlined in Resolution 2023-042.

Recommendation It is the recommendation of the City's Treasurer and Finance Director that the proposed budget amendments be approved by adoption of Resolution 2023-042.

Attachments

1. Resolution 2023-042.

RESOLUTION 2023-042

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING AMENDMENTS TO THE CITY OF CLARE'S FISCAL 2022/23 BUDGET.

WHEREAS, it has been determined by city management that various housekeeping-type budget amendments to the City of Clare's adopted 2022/23 budget are required;

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 2022/23:

<u>General Fund</u>	<u>Fund / Activity Number</u>	<u>Prior Budget</u>	<u>Amended Budget</u>	<u>Increase / (Decrease)</u>
CURRENT PROPERTY TAXES	101-000.000-403.000	1,646,577.19	1,707,706.96	\$ 61,129.77
INTEREST AND PENALTIES TAXES	101-000.000-445.000	5,000.00	10,174.92	\$ 5,174.92
TELECOMMUNICATIONS PERMIT FEE	101-000.000-477.000	-	750.00	\$ 750.00
PEDDLER/SOLICITOR PERMITS	101-000.000-490.006	150.00	400.00	\$ 250.00
SITE PLANS AND SPECIAL USE PERMITS	101-000.000-490.007	9,000.00	29,350.00	\$ 20,350.00
STATE GRANTS	101-000.000-539.000	-	2,940.00	\$ 2,940.00
STATE LIQUOR LICENSES	101-000.000-567.000	6,000.00	6,675.35	\$ 675.35
LOCAL COMMUNITY STABILIZATION SHARE APPR	101-000.000-573.000	180,000.00	257,904.54	\$ 77,904.54
CHARGES FOR SERVICES	101-000.000-607.000	2,000.00	34,590.66	\$ 32,590.66
CHARGES FOR SERVICES - POLICE	101-000.000-626.301	74,552.40	80,538.82	\$ 5,986.42
CHARGES FOR SERVICES - PD SALVAGE INSP	101-000.000-626.304	-	11,950.00	\$ 11,950.00
CEMETERY FOUNDATIONS	101-000.000-633.000	3,000.00	4,557.40	\$ 1,557.40
GRAVE OPENINGS	101-000.000-634.000	10,000.00	11,371.52	\$ 1,371.52
INTEREST AND DIVIDENDS	101-000.000-664.000	300.00	1,582.18	\$ 1,282.18
WIRELESS-RENTAL	101-000.000-670.000	-	7,000.00	\$ 7,000.00
CABLE FRANCHISE FEES	101-000.000-671.000	45,000.00	48,569.96	\$ 3,569.96
LAND LEASES	101-000.000-671.003	17,000.00	17,653.87	\$ 653.87
AIRPORT FUEL SALES	101-000.000-671.008	100,000.00	131,068.12	\$ 31,068.12
AIRPORT T-HANGAR RENT	101-000.000-671.011	10,000.00	11,845.00	\$ 1,845.00
PD CAMERA DONATIONS	101-000.000-675.307	-	5,450.00	\$ 5,450.00
YOUTH POLICE ACADEMY DONATIONS	101-000.000-675.308	-	620.00	\$ 620.00
REFUNDS AND REIMBURSEMENTS	101-000.000-676.000	500.00	37,357.12	\$ 36,857.12
SALVAGE INSPECTION SUPPLIES	101-301.000-956.304	-	8,721.28	\$ 8,721.28
INSURANCE	101-441.000-963.000	-	3,375.33	\$ 3,375.33
FRINGE BENEFITS	101-448.000-716.000	274.40	869.30	\$ 594.90
AVIATION FUEL	101-595.000-731.000	90,000.00	182,099.67	\$ 92,099.67
TRANSFER OUT – MAJOR STREETS	101-999.000-999.202	-	10,000.00	10,000.00
TRANSFER (OUT) – LOCAL STREET	101-999.000-999.203	5,000.00	15,000.00	10,000.00
TRANSFER (OUT) - PUBLIC SAFETY DEBT SERV	101-999.000-999.303	28,878.00	63,982.67	\$ 35,104.67
<u>Major Street Fund</u>				
TRUNKLINE MAINTENANCE	202-000.000-550.000	40,000.00	62,383.19	\$ 22,383.19
GRANTS - OTHER	202-000.000-569.000	-	1,500.00	\$ 1,500.00
TRANSFERS IN – GENERAL FUND	202-931.000-699.101		10,000.00	10,000.00
WAGES	202-446.001-702.000	19,361.68	25,361.68	\$ 6,000.00
FRINGE BENEFITS	202-446.001-716.000	6,963.47	10,963.47	\$ 4,000.00
RETIREMENT	202-446.001-718.000	5,859.84	7,859.84	\$ 2,000.00
MISCELLANEOUS	202-446.001-956.000	-	17,000.00	\$ 17,000.00
FRINGE BENEFITS	202-449.002-716.000	15,498.47	17,498.47	\$ 2,000.00
<u>Local</u>				
TTRANSFERS IN – GENERAL FUND	203-931.000-699.101	5,000.00	15,000.00	10,000.00
<u>Municipal Street Fund</u>				
CURRENT PROPERTY TAXES	204-000.000-403.000	267,008.60	277,245.41	\$ 10,236.81
REFUNDS AND REIMBURSEMENTS	204-000.000-676.000	-	41,513.75	\$ 41,513.75
CAPITAL OUTLAY	204-449.001-970.000	194,642.00	385,900.30	\$ 129,979.15
<u>Fire Fund</u>				

TRANSFER (OUT) - PUBLIC SAFETY DEBT SERV	206-999.000-999.303	19,252.00	23,403.11	\$	4,151.11
<u>Parks & Recreation</u>					
STATE GRANTS	208-000.000-539.000	30,000.00	311,196.22	\$	281,196.22
SPECIAL ASSESSMENTS	208-000.000-672.000	49,409.76	70,181.42	\$	20,771.66
DONATIONS - RAILROAD DEPOT	208-000.000-675.005	200.00	5,351.66	\$	5,151.66
REFUNDS AND REIMBURSEMENTS	208-000.000-676.000	-	2,654.98	\$	2,654.98
SUPPLIES	208-751.002-728.000	11,500.00	14,922.64	\$	3,422.64
INSURANCE	208-751.003-963.000	300.00	2,257.06	\$	1,957.06
CAPITAL OUTLAY	208-751.003-970.000	-	2,706.21	\$	2,706.21
PROFESSIONAL AND CONTRACTUAL SERVICES	208-751.004-801.000	15,000.00	17,370.00	\$	2,370.00
INSURANCE	208-751.004-963.000	300.00	1,072.33	\$	772.33
CAPITAL OUTLAY	208-751.004-970.000	-	68,239.36	\$	68,239.36
<u>Local Development Finance Authority</u>					
CAPTURED TAXES	214-000.000-428.000	4,446.46	5,085.05	\$	638.59
ELECTRICITY	214-222.000-922.000	1.50	701.50	\$	700.00
<u>Downtown Development Authority</u>					
CAPTURED PROPERTY TAXES	248-000.000-428.000	91,347.13	103,731.84	\$	12,384.71
REFUNDS AND REIMBURSEMENTS	248-000.000-676.000	-	5,582.88	\$	5,582.88
CAPITAL OUTLAY	248-737.001-970.000	-	31,000.00	\$	31,000.00
PRINCIPAL	248-906.000-991.000	63,000.00	65,000.00	\$	2,000.00
<u>Drug Law Enforcement</u>					
SUPPLIES	265-301.000-727.000	-	2,913.14	\$	2,913.14
<u>Police Training 302</u>					
POLICE TRAINING 302	287-000.000-675.301	-	1,562.26	\$	1,562.26
<u>Public Safety Building Debt Service</u>					
TRANSFER IN - GENERAL FUND	303-931.000-699.101	28,878.00	63,982.67	\$	35,104.67
TRANSFER IN - FIRE FUND	303-931.000-699.206	19,252.00	23,403.11	\$	4,151.11
<u>Water System Fund</u>					
PRP AIR STRIPPER REIMB	591-000.000-628.001	149,296.28	202,952.74	\$	53,656.46
CAPITAL OUTLAY	591-536.003-970.000	-	328,195.15	\$	328,195.15
DRAIN IMPROVEMENTS	591-536.004-801.970	-	18,030.92	\$	18,030.92
<u>Data Processing</u>					
PROFESSIONAL AND CONTRACTUAL SERVICES	636-228.000-801.000	30,000.00	50,000.00	\$	20,000.00
<u>DPW Equipment Fund</u>					
FEDERAL GRANTS	640-000.000-502.000	-	27,000.00	\$	27,000.00
STATE GRANTS	640-000.000-539.000	-	98,845.28	\$	98,845.28
CAPITAL OUTLAY	640-441.000-970.000	37,250.00	105,250.00	\$	68,000.00

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 2022/23.

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

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

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 19th day of June, 2023.

Diane Lyon, City Clerk