



# CITY OF OTSEGO

Otsego MI 49078  
269-692-3391  
269-692-2643 (F)  
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Commissioner offered the following Resolution and moved for its adoption, supported by Commissioner .

CITY OF OTSEGO  
ALLEGAN COUNTY, MICHIGAN

RESOLUTION NO. 2023-09

RESOLUTION ADOPTING THE ANNUAL APPROPRIATIONS BILL  
JULY 1, 2023 - JUNE 30, 2024

WHEREAS, it is necessary for the Otsego City Commission to adopt a budget, for fiscal year 2023-2024 to appropriate money for the City's operations and to set the millage levy; and

WHEREAS, the City Commission of the City of Otsego did give notice of the time and place when a public budget hearing would be held in conformity with the provisions of the Michigan Uniform Budgeting and Accounting Act, Michigan Compiled Law (MCL) 141.412. Proof of publication of the Public Notice of Hearing for the 2023-2024 Budget is now on file, and which a public hearing was duly held pursuant to said notice and in conformity therewith; and

WHEREAS, the City Manager of the City of Otsego did on the fifteenth day of May 2023, prepare and furnish to the City Commission an annual estimate of expenditures and revenues for the period of July 1, 2023 through June 30, 2024, hereinafter referred to as the Annual Appropriations Bill, as provided for in Section 7, Chapter 8 of the Charter of the City of Otsego, which is now on file; and

WHEREAS, the City Commission has given due consideration to the proposed Annual Appropriations Bill, the operational requirements of the City, the proposed millage levies, the proposed Otsego City Fee and Fine Schedule and the comments made at the public hearing.

NOW THEREFORE, BE IT RESOLVED, the General Fund expenditures for the fiscal year, commencing July 1, 2023, and ending June 30, 2024, are hereby estimated and appropriated on a departmental and activity total basis as follows:

City Commission	\$	29,305
City Manager	\$	101,305
City Clerk	\$	79,060
Board of Review	\$	1,635
City Treasurer/Finance Director	\$	221,575
Assessing	\$	43,830
Elections	\$	68,675
City Hall Building & Grounds	\$	49,065
Department Of Public Works	\$	77,345

General Services	\$ 329,645
Cemetery Services	\$ 54,535
Ambulance Services	\$ 10,245
Planning Commission	\$ 13,550
Economic Development	\$ 36,120
Parks & Recreation	\$ 163,415
<u>Transfers Out</u>	<u>\$ 949,135</u>
Total Appropriations	\$ 2,228,440

BE IT FURTHER RESOLVED, General Fund revenues for the 2023-2024 fiscal year are estimated as follows:

Property Taxes	\$ 1,322,450
Local Community Stabilization Fund	\$ 265,000
State Shared Revenue	\$ 525,110
<u>Other Revenue</u>	<u>\$ 76,140</u>
Total Estimated Revenues	\$ 2,188,700

NOW THEREFORE, BE IT RESOLVED, the Major Street Fund expenditures for the fiscal year, commencing July 1, 2023, and ending June 30, 2024, are hereby estimated and appropriated on a departmental and activity total basis as follows:

Surface Maintenance	\$ 48,050
Right of Way Maintenance	\$ 21,650
Trees & Shrubs	\$ 17,400
Drainage	\$ 21,975
Bridge Maintenance	\$ 14,425
Traffic Signs & Signals	\$ 7,825
Winter Maintenance	\$ 38,675
Administration	\$ 16,710
M-89 Surface Maintenance	\$ 3,510
M-89 Trees & Shrubs	\$ 3,875
M-89 Drainage	\$ 2,400
M-89 Traffic Signs & Signals	\$ 1,150
M-89 Snow Plowing	\$ 2,935
M-89 Snow Hauling	\$ 5,555
Capital Outlay	\$ 690,565
<u>Transfers Out</u>	<u>\$ 100,000</u>
Total Appropriations	\$ 996,700

NOW THEREFORE, BE IT RESOLVED, the Local Street Fund expenditures for the fiscal year, commencing July 1, 2023, and ending June 30, 2024, are hereby estimated and appropriated on a departmental and activity total basis as follows:

Surface Maintenance	\$ 51,270
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Right Of Way Maintenance	\$	26,785
Trees & Shrubs	\$	29,425
Drainage	\$	22,645
Traffic Signs & Signals	\$	4,240
Winter Maintenance	\$	29,130
Administration	\$	13,160
Capital Outlay	\$	54,000
<u>Transfers Out</u>	\$	<u>0</u>
Total Appropriations	\$	230,655

NOW THEREFORE, BE IT RESOLVED, the Public Safety Fund expenditures for the fiscal year, commencing July 1, 2023, and ending June 30, 2024, are hereby estimated and appropriated on a departmental and activity total basis as follows:

Police Department	\$	1,054,690
Fire Department	\$	664,035
Building Inspection Departments	\$	37,760
<u>Transfers Out</u>	\$	<u>86,110</u>
Total Appropriations	\$	1,842,595

NOW THEREFORE, BE IT RESOLVED, the Solid Waste and Recycling Fund expenditures for the fiscal year, commencing July 1, 2023, and ending June 30, 2024, are hereby estimated and appropriated on a departmental and activity total basis as follows:

Recycling Services	\$	225,285
Rubbish Collection/Disposal	\$	101,930
<u>Transfers Out</u>	\$	<u>67,060</u>
Total Appropriations	\$	394,275

NOW THEREFORE, BE IT RESOLVED, the Sewer Fund expenditures for the fiscal year, commencing July 1, 2023, and ending June 30, 2024, are hereby estimated and appropriated on a departmental and activity total basis as follows:

Sewer Mains	\$	174,130
Sewer Treatment	\$	571,190
Sewer Administration	\$	72,595
Sewer Fund Depreciation	\$	258,000
Capital Improvements	\$	25,000
<u>Debt Service</u>	\$	<u>86,375</u>
Total Appropriations	\$	1,187,290

NOW THEREFORE, BE IT RESOLVED, the Water Fund expenditures for the fiscal year, commencing July 1, 2023, and ending June 30, 2024, are hereby estimated and appropriated on a departmental and activity total basis as follows:

Water Mains	\$	308,745
Water Pumping	\$	169,015

Water Fund Administration	\$	74,915
Water Fund Depreciation	\$	81,300
Capital Outlay	\$	0
<u>Debt Service</u>	\$	<u>0</u>
Total Appropriations	\$	633,975

NOW THEREFORE, BE IT RESOLVED, the Motor Pool Fund expenditures for the fiscal year, commencing July 1, 2023, and ending June 30, 2024, are hereby estimated and appropriated on a departmental and activity total basis as follows:

Motor Pool Operations	\$	244,330
<u>Capital Improvements</u>	\$	<u>85,750</u>
Total Appropriations	\$	330,080

BE IT FURTHER RESOLVED, the city commission hereby approves total estimated appropriations by fund for the period July 1, 2023, through June 30, 2024, as follows:

Street & Bridge Fund	\$	80,000
Capital Projects Fund	\$	204,000
Equipment Replacement Fund	\$	160,100
Special Assessment Capital Improvement Fund	\$	0

BE IT FURTHER RESOLVED, that the City Commission does hereby levy a tax of 11.1452 mills for the period of July 1, 2023, through June 30, 2024, on all real and personal taxable property in the City of Otsego, according to each property's taxable valuation. This tax is levied for the purpose of defraying the general operating expense and liability of the City of Otsego, and is levied pursuant to Section 5, Chapter 8 of the Charter of the City of Otsego. The maximum authorized levy according to the City Charter of 12.5000 mills is permanently reduced by provisions of the General Property Tax Act, MCL 211.34d, to 11.1452 mills for the 2023 Tax Year.

BE IT FURTHER RESOLVED, that the City Commission does hereby levy a tax of 2.0206 mills for the period of July 1, 2023, through June 30, 2024, on all real and personal taxable property in the City of Otsego, according to each property's taxable valuation. This tax is levied for the purpose of defraying the balance of the operating expense of the Otsego City Refuse Transfer Station and Recycling Center not funded by the revenues received through the Allegan County Recycling Surcharge Program. This tax is levied pursuant to Otsego City Commission Resolution 95-20, which authorizes a millage levy in accordance with provisions of the Garbage Disposal Plants Act, MCL 123.261, for the purpose of collecting and disposing of solid waste. The maximum authorized levy according to MCL 123.261 of 3.0000 mills is permanently reduced by provisions of the General Property Tax Act, MCL 211.34d, to 2.7263 mills for the 2023 Tax Year.

BE IT FURTHER RESOLVED, that the City Commission does hereby levy a tax of 4.0000 mills for the period of July 1, 2023, through June 30, 2024, on all real and personal taxable property in the City of Otsego, according to each property's taxable valuation. This tax is levied for the purpose of operating, maintaining, equipping and purchasing for the City's police and fire

departments and any other public safety purpose authorized by Law. Voters authorized the 4.0000 mill ten-year levy on May 2, 2023.

BE IT FURTHER RESOLVED, a property tax administration fee of one percent, as provided by M.C.L. 211.44(3), shall be added to the total tax bill per parcel for the summer property tax levy,

BE IT FURTHER RESOLVED, said summer taxes shall become due and payable on July 1, 2023, and that all taxes paid on or before August 15, 2023, shall be collected in full without any additional charge.

BE IT FURTHER RESOLVED, taxes collected after August 15, 2023, shall be subject to a late penalty charge of two percent and interest at the rate of one-half of one percent per month or fraction thereof, in accordance with Otsego City Charter, Chapter IX, Section 4.

BE IT FURTHER RESOLVED, if August 15, 2023, is a Saturday, Sunday or legal holiday, the last day to pay said taxes without penalties shall be extended to the next business day which is not a Saturday, Sunday or legal holiday.

BE IT FURTHER RESOLVED, the December property tax levy on behalf of other taxing units shall have a property tax administration fee of one percent added to the total tax bill per parcel, as provided by M.C.L. 211.44(3).

BE IT FURTHER RESOLVED, said December property tax levy shall become due and payable on December 1, 2023, and that all taxes paid on or before February 14, 2024, shall be collected in full without any additional charge.

BE IT FURTHER RESOLVED, taxes collected after February 14, 2024, shall be subject to a late penalty charge equal to three percent of the tax, in accordance with M.C.L. 211.44(3).

BE IT FURTHER RESOLVED, if February 14, 2024, is a Saturday, Sunday or legal holiday, the last day to pay said taxes without penalties shall be extended to the next business day which is not a Saturday, Sunday or legal holiday.

BE IT FURTHER RESOLVED, deferments of summer and winter taxes shall be available to those who qualify in accordance with M.C.L. 211.43 and M.C.L. 211.51.

BE IT FURTHER RESOLVED, interest will be waived from February 15 to the last day of February on a summer property tax deferred under M.C.L. 211.51 if a winter deferment is filed on or before February 14.

BE IT FURTHER RESOLVED, taxes will be recorded as paid on the date payments are received at the Otsego City Hall and that no regard shall be given to the date postmarked on payments received by mail or courier.

BE IT FURTHER RESOLVED, the proposed Otsego City Fee and Fine Schedule included within the Annual Appropriations Bill shall be placed into effect beginning July 1, 2023.

BE IT FURTHER RESOLVED, that as part of the budgeting workshops, future capital improvements were discussed and a summary list compiled and included in the Annual Appropriations Bill as a formal Five Year Capital Improvement Plan.

BE IT FURTHER RESOLVED, the City Treasurer, or his/her designee, is directed to pursue collection procedures necessary to collect outstanding debts for city services, fines or fees, which may include filing of claims through the small claims division of district court or representing the City in a trial before a district court judge, as provided in M.C.L. 600.8407 and 60.8408, respectively.

BE IT FURTHER RESOLVED, customer refunds or overpayments of \$5 or less shall be posted to the respective property's utility bill account in an effort to reduce administrative costs.

BE IT FURTHER RESOLVED, the City Manager is hereby authorized to make intrafund appropriation transfers not to exceed \$2,000, and that all transfers exceeding \$2,000 or which occur between funds may be made only by further action of the City Commission pursuant to provisions of the Michigan Uniform Budgeting and Accounting Act, MCL 141.439.

NOW, THEREFORE, the City Commission hereby approves the Annual Appropriations Bill containing the estimated expenditures, and revenues which include the levy of taxes, for the period of July 1, 2023, through June 30, 2024, and all sums shall be paid into the several funds to which they belong.

YEAS: Commissioners:

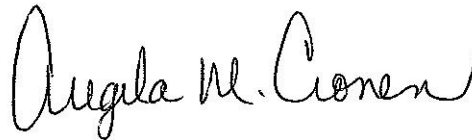
NAYS: Commissioners:

ABSTAIN: Commissioners:

ABSENT: Commissioners:

RESOLUTION DECLARED .

Dated: May 15, 2023

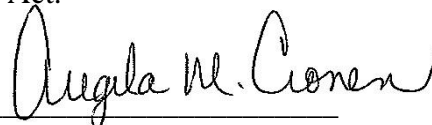


Angela M. Cronen, City Clerk

#### CERTIFICATE

I, Angela M. Cronen, the duly appointed clerk of the City of Otsego do hereby certify the foregoing is a true and complete copy of a resolution adopted by the Otsego City Commission at a regular meeting held Monday, May 15, 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.

Attest:



Angela M. Cronen, City Clerk