



GENERAL APPROPRIATIONS MEASURE

VILLAGE OF PECK

RESOLUTION 04-2023

Minutes of a regular meeting of the Village Council of the Village of Peck, County of Sanilac, Michigan, held in the Village Council Chambers in said Village on the 15th day of March, 2023 at 7:30 p.m., Eastern Standard Daylight Time.

The following preamble and resolution were offered by Member _____ and supported by Member _____:

WHEREAS: Public Act 621 of 1978, Titled "The Uniform Budgeting and Accounting Act" provides for a system of uniform procedures to guide the preparation and execution of budgets in all local units of government in the State of Michigan; and

WHEREAS: the Act requires the legislative body of each local unit to pass a general appropriations measure in compliance with provisions of the Uniform Budgeting and Accounting Act, as a method of adopting its budget; and

WHEREAS: the Village Council has deliberated upon the budget, presented it for public hearing and received comments from the public;

NOW, THEREFORE, the Village of Peck Council resolves:

SECTION 1. APPROPRIATION

The **2023-2024 General Fund Budget**, comprised of revenues in the amount of **\$247,850** and expenditures in the amount of **\$247,018** as specified in the attached 2023-2024 General Fund document, is hereby adopted and made part of this resolution. Authorization for expenditure of the various appropriations is hereby granted; provided that such expenditures are in compliance with this resolution, applicable Village policies and state law.

"Appropriation", as used in this resolution, shall mean the designation of funds to be used for a specific purpose including the operation of Village Departments or Offices; and the allocation and/or use of funds to and by an agency board, commission, department or other entity whose expenditures and revenues that are not accounted for through the General Fund.

Non-General Funds to which expenditures are incurred are also subject to the provisions of the Uniform Budgeting and Accounting Act. The total of these funds are as follows, and are hereby adopted.

NON GENERAL FUND NAME	TOTAL REVENUE	TOTAL EXPENDITURES
MAJOR STREET FUND (202)	\$57,500	\$57,385
LOCAL STREET FUND (203)	\$57,000	\$57,000
MUNICIPAL STREET FUND (204)	\$40,550	\$35,678
SEWER OPERATING (590)	\$107,779	\$107,779
WATER FUND (591)	\$280,150	\$279,897
MOTOR POOL FUND (661)	\$44,489	\$44,489
FRINGE BENEFIT FUND (678)	\$86,746	\$79,890
GRAND TOTAL	\$674,214	\$662,118

SECTION 2. APPROPRIATION NOT A MANDATE TO SPEND

The various appropriations specified in the budget represents the maximum authorization to incur expenditures for the purposes specified. It is expected that all elected and appointed Village Officials shall exercise necessary judgment in the use of appropriated funds in order to achieve the objectives of their program with minimum expenditures.

SECTION 3. ALLOTMENT OF APPROPRIATION

When financial circumstances warrant, the Village Council may adopt a schedule for allotting the annual appropriation contained within the budget on a periodic basis of no less than on calendar quarter. Under this provision, the authorization to spend the annual appropriation provided in the budget shall be limited to the time limits and amounts established in such schedule. No elected or appointed official shall cause obligations to be incurred against, and no payment shall be made from, an appropriation in excess of the limits provided in the schedule.

SECTION 4. LIMIT ON OBLIGATION AND PAYMENTS

No elected or appointed Village Official shall cause an obligation to be incurred against, and no payment shall be made from, any appropriation unless there is sufficient unencumbered balance in the appropriation or allotment. Any obligation incurred or payment authorized in violation of this resolution shall be void and any payment so made illegal. Expenditures made in violation of this resolution shall be subject to the penalties specified in P.A. 621 of 1978, titled "The Uniform Budgeting and Accounting Act".

SECTION 5. PROCEDURE FOR DISBURSEMENTS

In no case shall money be drawn from the Village treasury except as properly authorized in the pursuance of an appropriation provided for in the budget and no expenditures shall be charged directly to any contingent account.

SECTION 6. TRANSFERS & PURCHASES

Transfers of any unencumbered balance, or any portion thereof, of any appropriation to any other appropriation may not be made without amendment of the General Fund Budget by regular action of the Village Council. An elected or appointed Village Official responsible for an appropriation may, within the limits of the total appropriation, transfer funds between line items. The Village Supervisor is authorized to purchase any product or service of a non-emergency nature of an amount not to exceed \$5,000. Purchase of supplies, vehicles, service and equipment shall be in compliance with Village of Peck bidding requirements. The Village Supervisor may authorize purchases up to the actual budgeted amount without further Council approval. Establishment of salary levels and adjustments thereto shall be made as authorized by the Village Council. In an emergency condition, the Village Supervisor shall have the authority to purchase any product or service.

SECTION 7. REVIEW OF FINANCIAL ACCOUNTS

On at least a monthly basis, the Village Supervisor shall review the status of expenditures and revenues as compared to the adopted budget, noting areas in which there are significant variations with the budget and provide recommendations.

SECTION 8. APPROPRIATION ADJUSTMENTS

Elected Officials and the Village Supervisor are responsible for maintaining expenditures within the limits of an appropriation as provided in this resolution. Should it become apparent to the Village Supervisor that the rate of expenditures of the appropriation shall exhaust that appropriation before the end of the budget or allotment period, the Village Supervisor shall immediately take steps to reduce the rate of expenditures. The Village Supervisor recommends a supplemental appropriation in the form of a budget amendment.

Whenever it is reported to the Village Council that actual and probable revenues in any fund may be less than the estimated revenues upon which appropriations from said fund were based, the Village Council of Peck shall take such actions which are deemed necessary to prevent expenditures from exceeding available revenues for the current fiscal year. Such actions may include reductions or adjustments in periodic allotments and appropriations for any or all appropriations, implementing hiring freezes, layoff of personnel,

equipment purchases; provided, however, that all elected and appointed officials shall be given the opportunity for review and comment on any proposed action prior to its adoption.

	Aye:	Nay:	Absent:
Carie Bennett, President	_____	_____	_____
David Miller, Mayor Pro Tem	_____	_____	_____
Jason Fretenborough, Trustee	_____	_____	_____
Craig Wissel, Trustee	_____	_____	_____
Phronsie Warren, Trustee	_____	_____	_____
Andrew Warren, Trustee	_____	_____	_____
Henry Garner, Trustee	_____	_____	_____

RESOLUTION DECLARED ADOPTED: YES/NO

DATE: _____

Carie Bennett
President

Angela VanSickle
Village Clerk

CERTIFICATE

The foregoing is true and complete copy of a resolution adopted by the Village Council of the Village of Peck at a regular meeting held on March 15, 2023. Public notice was given, and the meeting was conducted in compliance with the Michigan Open Meetings Act PA 267 of 1976. Minutes of the meeting will be available as required by the Act.

Angela Van Sickle
Village Clerk

2023-2024 General Fund

GENERAL FUND NAME	TOTAL REVENUE	TOTAL EXPENDITURES
CLERK/TREASURER (111)	NA	\$89,489
PARKS (208)	NA	\$11,500
POLICE (305)	NA	\$51,000
DPW (445)	NA	\$68,000
COMMUNITY CENTER (470)	NA	\$6,500
ZONING (702)	NA	\$20,529
CURRENT PROPERTY TAXES (402)	\$104,000	NA
DELIQUNET MOWING (413)	\$1,000	NA
PERMIT INCOME (476)	\$1,500	NA
FRANCHISE FEES (477)	\$500	NA
FRANCHISE FEES THUMB CELL (477)	\$2,000	NA
FRANCHISE FEES TEC (477)	\$5,000	NA
LIQUOR LICENSES (478)	\$600	NA
POLICE CONTRACTS (479)	\$5,000	NA
STATE SALES TAX (574)	\$76,000	NA
RUBBISH COLLECTION (640)	\$42,000	NA
INTEREST (665)	\$50	NA
DONATIONS (674)	\$200	NA
ADMIN FOR REVENUE (677)	\$10,000	NA
GRAND TOTAL	\$247,850	\$247,018