



**OFFICE OF THE  
CHIEF FINANCIAL OFFICER  
OFFICE OF BUDGET**

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June 14, 2024

Honorable Detroit City Council  
Coleman A. Young Municipal Center  
2 Woodward Avenue  
Detroit, MI 48226

**Re: FY 2023-2024 Year-End Close Transfers and Budget Amendments Resolution**

Honorable Detroit City Council Members:

The Administration is respectfully requesting approval of the attached resolution authorizing appropriation transfers and budget amendments to facilitate a deficit-free year-end close for Fiscal Year 2023-2024. Under Public Act 2 of 1968 (the "Uniform Budgeting and Accounting Act") and the 2012 Detroit City Charter, the City cannot incur expenditures in an appropriation account in excess of the amount appropriated by the Detroit City Council.

Similar to prior years, the Office of Budget is requesting limited authority to transfer unencumbered appropriation balances and make budget entries in fiscal year 2023-2024 to ensure final expenditures do not exceed their appropriations. Transfers will net to zero across appropriations. Subject to change, our April 2024 monthly financial report shows we now project \$2.5 million of additional overages in Police and Fire personnel, plus a \$2 million overage in Public Lighting utilities. There is \$20 million in projected personnel savings across other departments available to cover these projected overages.

Other budget entries authorized by this resolution will be for technical year-end accounting entries required under Governmental Accounting Standards Board (GASB) rules and the appropriation and consolidation of prior bond fund balances for capital projects to help facilitate timely spend. Per the resolution, the Office of Budget will report to City Council all final actions taken under this resolution.

This resolution also authorizes the fiscal year 2024-2025 reappropriation of the unspent \$1.2 million, approved by City Council in June 2023, for the Health Department's prenatal care transportation program. There were unforeseen delays in the startup of this pilot program. This resolution also corrects the appropriation language previously included in the Vehicle Installment Purchase Agreement resolution City Council approved on April 9, 2024, to facilitate vehicle procurements.

Best regards,

Steven Watson  
Deputy CFO / Budget Director

Att: FY 2023-2024 Year-End Close Transfers and Budget Amendments Resolution

Cc: Jay B. Rising, Chief Financial Officer  
Tanya Stoudemire, Chief Deputy CFO/Policy & Administration Director  
Janani Ramachandran Yates, Deputy Budget Director  
Malik Washington, City Council Liaison

## RESOLUTION

BY COUNCIL MEMBER \_\_\_\_\_

**WHEREAS**, Section 17(1) of State of Michigan Public Act 2 of 1968 (the “Uniform Budgeting and Accounting Act”) states that a deviation from the original general appropriations act shall not be made without amending the general appropriations act; and

**WHEREAS**, Section 18(3) of State of Michigan Public Act 2 of 1968 (the “Uniform Budgeting and Accounting Act”) states that an administrative officer of the local unit shall not incur expenditures against an appropriation account in excess of the amount appropriated by the legislative body; and

**WHEREAS**, Section 19 of State of Michigan Public Act 2 of 1968 (the “Uniform Budgeting and Accounting Act”) states that the legislative body in a general appropriations act may permit the chief administrative officer to execute transfers within limits stated in the act between appropriations without the prior approval of the legislative body; and

**WHEREAS**, Section 8-210 of the 2012 Detroit City Charter authorizes that if during the fiscal year the Mayor advises the City Council that there are available for appropriation revenues in excess of those estimated in the budget, the City Council may make supplemental appropriations for the year up to the amount of the excess; and

**WHEREAS**, Section 8-211 of the 2012 Detroit City Charter authorizes that any time during the fiscal year upon written request by the Mayor, the City Council may, by resolution, transfer all or part of any unencumbered appropriation balance among the programs, services or activities within an agency or from one agency to another; and

**WHEREAS**, the OCFO-Office of Budget, on behalf of the Mayor, has submitted this Year-End Close Transfers and Budget Amendments Resolution to the Detroit City Council for its consideration.

1. **NOW, THEREFORE, BE IT RESOLVED**, that the Chief Financial Officer, or their designee, may transfer, within the same department and fund, any unencumbered Fiscal Year 2023-2024 appropriation balance from one appropriation to another to address any Fiscal Year 2023-2024 expenditures in excess of appropriations that are identified subsequent to approval of this resolution; **AND BE IT FURTHER**
2. **RESOLVED**, that the Chief Financial Officer, or their designee, may transfer, across departments within the same fund, any unencumbered Fiscal Year 2023-2024 appropriation balance, up to \$1 million each, from one appropriation to another to address any Fiscal Year 2023-2024 expenditures in excess of appropriations that are identified subsequent to approval of this resolution; **AND BE IT FURTHER**
3. **RESOLVED**, That the Chief Financial Officer, or their designee, may amend Fiscal Year 2023-2024 appropriations by such amounts as are necessary to record required accounting entries related specifically to Due To/Due From Balance Sheet Adjustments, Governmental Accounting Standards Board (GASB) Pronouncements, and blended component unit activities to remain in compliance with the Uniform Budgeting and Accounting Act (Public Act 2 of 1968); **AND BE IT FURTHER**

4. **RESOLVED**, that fund balances available in excess of adopted budget amounts in Funds 4513 through 4532 of the Capital Projects Fund category are hereby appropriated for the purposes of such funds. Provided further, that the Chief Financial Officer, or their designee, may transfer, within and across Funds 4513 through 4532 of the Capital Projects Fund category any unencumbered Fiscal Year 2023-2024 appropriation balance from one appropriation to another within and across such funds to consolidate appropriation accounts; **AND BE IT FURTHER**
5. **RESOLVED**, that, the Chief Financial Officer, or their designee, shall provide a final report on any such Fiscal Year 2023-2024 appropriation changes, authorized hereinabove, to the Detroit City Council; **AND BE IT FURTHER**
6. **RESOLVED**, That the unexpended balance, up to \$1,200,000, at the end of fiscal year 2023-2024 in Fund 1000 Expenditure Appropriation No. 27250 - Resident Health Services for the Health Department's prenatal care transportation program is hereby appropriated in fiscal year 2024-2025 for the same purpose, subject to the approval of the Chief Financial Officer, or their designee; **AND BE IT FURTHER**
7. **RESOLVED**, that, the Chief Financial Officer, or their designee, upon entering a Master Installment Purchase Agreement on behalf of the City, may appropriate the expected proceeds to an appropriation designated by the Office of Budget for the purpose of paying all or part of the cost of the Equipment; **AND BE IT FINALLY**
8. **RESOLVED**, that the Chief Financial Officer, or their designee, is hereby authorized and shall take all appropriate actions necessary to implement the foregoing provisions and actions authorized by this resolution.