

**RESOLUTION 08 - 002  
GENERAL APPROPRIATIONS RESOLUTION  
FISCAL YEAR ENDING March 31, 2009  
CHARTER TOWNSHIP OF BRIGHTON**

**A RESOLUTION ESTABLISHING THE GENERAL APPROPRIATIONS FOR THE CHARTER TOWNSHIP OF BRIGHTON; DEFINING POWERS AND DUTIES IN RELATION TO THE ADMINISTRATION OF THE BUDGET; AND PROVIDING REMEDIES FOR NON-COMPLIANCE WITH REQUIREMENTS.**

The Board of Trustees of the Charter Township of Brighton hereby resolves:

**Section 1: Title**

This resolution shall be the Township of Brighton General Appropriations and budget authorization for the fiscal year April 1, 2008 to March 31, 2009.

**Section 2: Chief Administrative Officer**

The Township Superintendent (known as the Manager) is designated as the Chief Administrative Officer under the Uniform Budgeting and Accounting Act and per section 2-76 (10) of the Township Code and is the responsible party for the administration of the Township budget.

**Section 3: Fiscal Officer**

The Accountant shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this resolution.

**Section 4: Public Hearings on the Budget**

Pursuant to MCLA 141.412 and MCLA 141.413, notice of public hearing on the proposed budget was published in a newspaper of general circulation on February 22, 2008; the proposed budget has been available for public inspection in advance of the hearing, and a public hearing on the proposed budget was held on Monday, March 3, 2008.

**Section 5: Estimated Revenues and Expenditures**

Be it resolved, the expenditures for the fiscal year commencing April 1, 2008 and ending March 31, 2009, are hereby appropriated on a departmental and activity basis as follows:

General Fund	
Legislative – Township Board	\$121,445
Supervisor	\$ 76,736
Administration – Manager	\$177,323
Elections	\$157,569
Assessor	\$229,476
Township Clerk	\$219,299
Treasurer	\$204,916
Township Hall/Grounds	\$141,400
Cemetery	\$ 52,000
Other	\$353,658
Fire Department	\$ 57,040
Planning	\$228,384
Code Enforcement	\$ 22,016
Emergency Preparedness	\$ 4,800
Drains	\$ 9,700
Roads	\$160,000
Municipal Refuse Collection	\$ 10,000
Sewer and Water	\$ 22,105
Parks & Recreation	\$ 65,000
Transfers	<u>\$732,041</u>
Total Expenditures	\$3,044,908

And be it further resolved, revenues for the 2008-2009 fiscal year are estimated as follows:

General Fund	
Taxes (Local)	\$ 970,350

License & Permits	\$ 185,925
Intergovernmental	\$1,146,181
Charges for Services	\$ 398,920
Interest & Rent	\$ 445,216
Other Financing Services	<u>\$ 44,760</u>
Total Revenue	\$3,191,352

And be it further resolved, the Township Board hereby approves budgets for the period of April 1, 2008 through March 31, 2009 for the following funds in the amounts set forth below:

	REVENUE	EXPENDITURES
Parks	\$ 156,000	0
Cemetery	\$ 10,000	0
Liquor Law Enforcement	\$ 23,700	\$ 12,500
Building Department	\$ 188,750	\$ 224,734
Building Authority	\$ 199,552	\$ 198,852
Water Debt Service	\$ 112,028	\$ 111,028
Municipal Water	\$ 158,809	\$ 253,528
Sewer Fund	\$ 572,800	\$ 597,557
Country Club Annex Water	\$ 47,240	\$ 47,900
Sewer Debt Service	\$1,071,371	\$1,890,908
Spencer Sewer Debt Service	\$ 36,954	\$ 28,840
Pathways	\$ 50,000	0
Future Road Improvement	\$ 250,000	\$ 72,144

**Section 6: Millage Levy**

The Brighton Charter Township Board shall cause to be levied and collected as the general property tax on all real and personal property within the township upon the current tax roll, an amount equal to .9073 mills being within the limit as set forth by the Tax Allocation Board and as authorized under State law. This rate is subject to reduction based upon current year millage reduction (Headlee) requirements.

**Section 7: Adoption of Budget by Reference**

The Board of Trustees hereby adopts the general fund budget and budgets for other funds of the Charter Township of Brighton by reference, with revenues and expenditures as indicated in Section 5 of this resolution.

**Section 8: Adoption of Budget by Cost Center**

The Board of Trustees of the Charter Township of Brighton hereby adopts the 2008/09 budgets by activity cost center. Township officials and appointed staff responsible for the expenditures of cost centers authorized in the budget may expend funds up to, but not to exceed, the total appropriation authorized for the sum total of each activity, and may make transfers among the various line items contained in the cost center appropriation. However, no transfers of appropriations for line items related to personnel or capital outlays may be made without prior board approval by budget amendment.

**Section 9: Appropriation Not a Mandate to Spend**

Approved appropriations will be deemed maximum authorizations to incur expenditures. The Township Manager shall exercise supervision and control to ensure that all expenditures are within approved appropriations, and shall not issue a purchase order for expenditures that exceed appropriations.

**Section 10: Transfer Authority**

The Chief Administrative Officer is hereby authorized to make budgetary transfers within the activity centers established throughout this budget, and that all transfers between activity centers may be made only by further action of the Township Board pursuant to Section 19.2 of the Michigan Uniform Accounting and Budget Act. Under no circumstances may the total budget of any fund be changed or personnel be added without board approval.

**Section 11: Periodic Fiscal Reports**

The Chief Administrative Officer shall transmit to the board at the end of each quarter a report of financial operations, including but not limited to:

- a. a cash balances report showing the amount of funds available in each of the various accounts
- b. a revenue and expenditure report which shows for each line item and cost center in the various funds the original, the amended budget, the year to date actual amounts, the current month actual amount, any encumbered amounts, the unencumbered balance and the percent of budget revenue received or expenditures made.

**Section 12: Limit on Obligations and Payments**

No obligation shall be incurred against, and no payments shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

**Section 13: Budget Monitoring**

Whenever it appears to the Chief Administrative Officer or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the township board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

**Section 14: Violations of This Resolution**

Any obligation incurred or payment authorized in violation of this resolution shall be void and may subject any responsible official or employees to disciplinary action as outlined in P.A. 621 (1978) and the Charter Township of Brighton Personnel Policies and Procedures.

**Section 15: Board Adoption**

Motion made by Doughty, seconded by Harmon to adopt the General Appropriations Resolution for the 2008-09 Fiscal Year.

Upon roll call vote, the following members voted:

AYE: Murphy, Prine, Harmon, Slaton, Doughty, Winship

NAY: None

ABSENT: Bollin

The motion carried and the above resolution was duly adopted by the Board of Trustees of the Charter Township of Brighton at a regular meeting on the 3<sup>rd</sup> day of March, 2008.

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H.E. Bud Prine, Supervisor

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Ann M. Bollin, Clerk

Certification

I, Ann M. Bollin, duly elected Clerk, hereby certify that the foregoing is a true and complete copy of the Resolution adopted by the Township Board of the Charter Township of Brighton, 4363 Buno Road, Brighton, Michigan, at a regular meeting held on March 3<sup>rd</sup>, 2008, and public notice of said meeting was given and minutes of said meeting were kept and will be or have been made available as required.

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Ann M. Bollin, Clerk