

RESOLUTION NO. 09-005
GENERAL APPROPRIATIONS RESOLUTION
FISCAL YEAR ENDING March 31, 2010
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 Charter Township of Brighton General Appropriations and budget authorization for the fiscal year April 1, 2009 to March 31, 2010.

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 20, 2009, 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 2, 2009.

Section 5: Estimated Revenues and Expenditures

Be it resolved, the expenditures for the fiscal year commencing April 1, 2009 and ending March 31, 2010, are hereby appropriated on a departmental and activity basis as follows:

General Fund	
Legislative – Township Board	\$ 98,291
Supervisor	\$ 46,055
Administration – Manager	\$172,041
Elections	\$ 63,869
Assessor	\$203,174
Township Clerk	\$237,099
Treasurer	\$208,550
Township Hall/Grounds	\$128,005
Cemetery	\$ 9,000
Other	\$200,800
Fire Department	\$ 56,000
Planning	\$218,644
Code Enforcement	\$ 19,103
Emergency Preparedness	\$ 4,800
Drains	\$ 12,700
Roads	\$ 60,000
Municipal Refuse Collection	\$ 10,000
Sewer and Water	\$ 21,700
Parks & Recreation	\$ 65,000
Transfers	\$742,304
Total Expenditures	\$2,577,135

And be it further resolved, revenues for the 2009-2010 fiscal year are estimated as follows:

General Fund	
Taxes (Local)	\$921,716
License & permits	\$ 1,430
Intergovernmental	\$1,100,000
Charges for Services	\$389,595
Interest & Rent	\$236,315
Other Financing Services	\$196,448
Total Revenue	\$2,845,504

And be it further resolved, the Township Board hereby approves budgets for the period of April 1, 2009 through March 31, 2010 for the following funds in the amounts set forth below:

	REVENUE	EXPENDITURES
Parks	\$ 152,500	\$ 0
Cemetery	\$ 10,100	\$ 0
Liquor Law Enforcement	\$ 23,600	\$ 20,300
Building Department	\$ 169,100	\$ 198,814
Budget Stabilization Fund	\$ 2,800	\$ 1,400
Building Authority	\$ 193,926	\$ 193,676
Water Debt Service	\$ 109,934	\$ 109,734
Municipal Water	\$ 299,302	\$ 205,234
Sewer Capital Reserve	\$ 31,975	\$ 0
Sewer Fund	\$ 568,200	\$ 563,375
Country Club Annex Water	\$ 41,817	\$ 41,817
Sewer Debt Service	\$ 903,455	\$ 1,719,340
Spencer Sewer Debt Service	\$ 34,268	\$ 27,360
Pathways	\$ 10,000	\$ 0
Future Road Improvement	\$ 292,480	\$ 150,000

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 2009/10 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 A. Bollin, seconded by C. Doughty to adopt the General Appropriations Resolution for the 2009/10 Fiscal Year.

Upon roll call vote, the following members voted:

AYE: Kovitz, Doughty, Theis, Slaton, Rogers, Bollin, Murphy

NAY: None

ABSENT: None

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 2nd day of March, 2009

Thomas E. Murphy, Supervisor

Ann M. Bollin, Clerk

Certification

I, Ann M. Bollin, Clerk of the Charter Township of Brighton, County of Livingston, Michigan, do hereby certify that the foregoing is a true and complete copy of the Resolution adopted by the Charter Township of Brighton Board of Trustees on the 2nd day of March, 2009.

In witness hereof, I have hereunto affixed my official seal this 9th day of March, 2009.

Ann M. Bollin, Clerk

Section 5A
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

General
 Fund 101

Fund Balance	03/31/08	\$ 4,667,138
Estimated Revenue	2008/09	\$ 3,191,352
Plus Contingent Liability In		\$ 3,273,254
Estimated Funds Available	2008/09	\$11,131,744
Estimated Expenditures	2008/09	\$ 3,355,502
Estimated Fund Balance	03/31/09	\$ 7,776,242
Estimated Revenue	2009/10	\$ 2,845,504
Estimated Funds Available	2009/10	\$10,621,746
Estimated Expenses	2009/10	\$ 2,577,135
Estimated Fund Balance	03/31/10	\$ 8,044,611

(Contingent Liability money previously expensed to Collett Dump)
 (Unreserved \$4,771,357, Reserved Collett Dump \$700,000, Reserved General Fund \$2,573,254)

Section 5B
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

Liquor Law
 Fund 212

Fund Balance	03/31/08	\$40,845
Estimated Revenue	2008/09	\$24,129
Estimated Funds Available	2008/09	\$64,974
Estimated Expenditures	2008/09	\$12,500
Estimated Fund Balance	03/31/09	\$52,474
Estimated Revenue	2009/10	\$23,600
Estimated Funds Available	2009/10	\$76,074
Estimated Expenses	2009/10	\$20,300
Estimated Fund Balance	03/31/10	\$55,774

Section 5C
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

Building Department
 Fund 249

Fund Balance	03/31/08	\$ 94,702
Estimated Revenue	2008/09	\$188,750
Estimated Funds Available	2008/09	\$283,452
Estimated Expenditures	2008/09	\$214,580
Estimated Fund Balance	03/31/09	\$ 68,872
Estimated Revenue	2009/10	\$169,100
Estimated Funds Available	2009/10	\$237,972
Estimated Expenses	2009/10	\$198,814
Estimated Fund Balance	03/31/10	\$ 39,158

Section 5D
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

Budget Stabilization
 Fund 257

Fund Balance	03/31/08	\$262,266
Estimated Revenue	2008/09	\$ 10,000
Estimated Funds Available	2008/09	\$272,266
Estimated Expenditures	2008/09	\$ 10,000
Estimated Fund Balance	03/31/09	\$262,266
Estimated Revenue	2009/10	\$ 2,800
Estimated Funds Available	2009/10	\$265,066
Estimated Expenses	2009/10	\$ 1,400
Estimated Fund Balance	03/31/10	\$263,666

Section 5E
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

Building Authority
 Fund 369

Fund Balance	03/31/08	\$ 29,115
Estimated Revenue	2008/09	\$199,552
Estimated Funds Available	2008/09	\$228,667
Estimated Expenditures	2008/09	\$198,852
Estimated Fund Balance	03/31/09	\$ 29,815
Estimated Revenue	2009/10	\$193,926
Estimated Funds Available	2009/10	\$223,741
Estimated Expenses	2009/10	\$193,676
Estimated Fund Balance	03/31/10	\$ 30,065

Section 5F
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

Water Debt Service
 Fund 395

Fund Balance	03/31/08	\$ 0
Estimated Revenue	2008/09	\$137,039
Estimated Funds Available	2008/09	\$137,039
Estimated Expenditures	2008/09	\$111,028
Estimated Fund Balance	03/31/09	\$ 26,011
Estimated Revenue	2009/10	\$109,934
Estimated Funds Available	2009/10	\$135,945
Estimated Expenses	2009/10	\$109,734
Estimated Fund Balance	03/31/10	\$ 26,211

Section 5G
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

Sewer Operations and Maintenance
 Fund 590

Fund Balance	03/31/08	\$ 67,703
Estimated Revenue	2008/09	\$573,703
Estimated Funds Available	2008/09	\$641,406
Estimated Expenditures	2008/09	\$597,557
Administration	\$ 32,760	
O&M	\$544,500	
Cap Outlay	\$ 16,000	
Debt Service	\$ 4,297	
Estimated Fund Balance	03/31/09	\$ 43,849
Estimated Revenue	2009/10	\$568,200
Estimated Funds Available	2009/10	\$612,049
Estimated Expenses	2009/10	\$563,375
Administration	\$ 33,423	
O&M	\$507,155	
Cap Outlay	\$ 18,500	
Debt Service	\$ 4,297	
Estimated Fund Balance	03/31/10	\$ 48,674

Section 5H
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

Water
 Fund 591

Fund Balance	03/31/08	\$467,877
Estimated Revenue	2008/09	\$ 47,240
Estimated Funds Available	2008/09	\$515,117
Estimated Expenditures	2008/09	\$ 47,900
Estimated Fund Balance	03/31/09	\$467,217
Estimated Revenue	2009/10	\$ 41,817
Estimated Funds Available	2009/10	\$509,034
Estimated Expenses	2009/10	\$ 41,817
Estimated Fund Balance	03/31/10	\$467,217

Section 5I
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

Sewer Debt Service
 Fund 592

Fund Balance	03/31/08	\$2,393,692
Estimated Revenue	2008/09	\$1,071,371
Estimated Funds Available	2008/09	\$3,465,063
Estimated Expenditures	2008/09	\$1,890,908
Estimated Fund Balance	03/31/09	\$1,574,155
Estimated Revenue	2009/10	\$ 903,455
Estimated Funds Available	2009/10	\$2,477,610
Estimated Expenses	2009/10	\$1,719,340
Estimated Fund Balance	03/31/10	\$ 758,270

Section 5J
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

Future Road Improvement
 Fund 792

Fund Balance	03/31/08	\$1,471,654
Estimated Revenue	2008/09	\$ 250,000
Estimated Funds Available	2008/09	\$1,721,654
Estimated Expenditures	2008/09	\$ 81,200
Estimated Fund Balance	03/31/09	\$1,640,454
Estimated Revenue	2009/10	\$ 292,480
Estimated Funds Available	2009/10	\$1,932,934
Estimated Expenses	2009/10	\$ 150,000
Estimated Fund Balance	03/31/10	\$1,782,934

Section 5K
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

Parks
 Fund 208

Fund Balance	03/31/08	\$347,659
Estimated Revenue	2008/09	\$160,102
Estimated Funds Available	2008/09	\$507,761
Estimated Expenditures	2008/09	\$ 0
Estimated Fund Balance	03/31/09	\$507,761
Estimated Revenue	2009/10	\$152,500
Estimated Funds Available	2009/10	\$660,261
Estimated Expenses	2009/10	\$ 0
Estimated Fund Balance	03/31/10	\$660,261

Section 5L
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

Cemetery
 Fund 209

Fund Balance	03/31/08	\$10,004
Estimated Revenue	2008/09	\$10,500
Estimated Funds Available	2008/09	\$20,504
Estimated Expenditures	2008/09	\$ 0
Estimated Fund Balance	03/31/09	\$20,504
Estimated Revenue	2009/10	\$10,100
Estimated Funds Available	2009/10	\$30,604
Estimated Expenses	2009/10	\$ 0
Estimated Fund Balance	03/31/10	\$30,604

Section 5M
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

SAD Road Maintenance
 Fund 812

Fund Balance	03/31/08	\$58,529
Estimated Revenue	2008/09	\$23,794
Estimated Funds Available	2008/09	\$82,323
Estimated Expenditures	2008/09	\$30,000
Estimated Fund Balance	03/31/09	\$52,323
Estimated Revenue	2009/10	\$25,331
Estimated Funds Available	2009/10	\$77,654
Estimated Expenses	2009/10	\$73,125
Estimated Fund Balance	03/31/10	\$ 4,529

Section 5N
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

Aquatics
 Fund 880

Fund Balance	03/31/08	\$114,291
Estimated Revenue	2008/09	\$ 70,000
Estimated Funds Available	2008/09	\$184,291
Estimated Expenditures	2008/09	\$ 67,699
Estimated Fund Balance	03/31/09	\$116,592
Estimated Revenue	2009/10	\$ 68,125
Estimated Funds Available	2009/10	\$184,717
Estimated Expenses	2009/10	\$155,859
Estimated Fund Balance	03/31/10	\$ 28,858

Section 5O
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

Road Projects
 Fund 814

Fund Balance	03/31/08	\$ 77,459
Estimated Revenue	2008/09	\$164,152
Estimated Funds Available	2008/09	\$241,611
Estimated Expenditures	2008/09	\$ 89,216
Estimated Fund Balance	03/31/09	\$152,395
Estimated Revenue	2009/10	\$ 77,749
Estimated Funds Available	2009/10	\$230,144
Estimated Expenses	2009/10	\$ 0
Estimated Fund Balance	03/31/10	\$230,144

Section 5P
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

Streetlight
 Fund 865

Fund Balance	03/31/08	\$13,543
Estimated Revenue	2008/09	\$14,175
Estimated Funds Available	2008/09	\$27,718
Estimated Expenditures	2008/09	\$14,175
Estimated Fund Balance	03/31/09	\$13,543
Estimated Revenue	2009/10	\$13,912
Estimated Funds Available	2009/10	\$27,455
Estimated Expenses	2009/10	\$13,912
Estimated Fund Balance	03/31/10	\$13,543

Section 5Q
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

Municipal Refuse
 Fund 871

Fund Balance	03/31/08	\$ 80,256
Estimated Revenue	2008/09	\$ 93,994
Estimated Funds Available	2008/09	\$174,250
Estimated Expenditures	2008/09	\$ 92,594
Estimated Fund Balance	03/31/09	\$ 81,656
Estimated Revenue	2009/10	\$106,518
Estimated Funds Available	2009/10	\$188,174
Estimated Expenses	2009/10	\$106,518
Estimated Fund Balance	03/31/10	\$ 81,656

Section 5R
 Estimated Revenues, Expenditures and Fund Balance
 2009/10

Pathways
 Fund 702

Fund Balance	03/31/08	\$ 67,123
Estimated Revenue	2008/09	\$ 88,806
Estimated Funds Available	2008/09	\$155,929
Estimated Expenditures	2008/09	\$ 0
Estimated Fund Balance	03/31/09	\$155,929
Estimated Revenue	2009/10	\$ 10,000
Estimated Funds Available	2009/10	\$165,929
Estimated Expenses	2009/10	\$ 0
Estimated Fund Balance	03/31/10	\$165,929