

**RESOLUTION NO. 10-007
GENERAL APPROPRIATIONS RESOLUTION
FISCAL YEAR ENDING March 31, 2011
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, 2010 to March 31, 2011.

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 Township Superintendent (known as the Manager) 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 MCL 141.412 and MCL 141.413, notice of public hearing on the proposed budget was published in a newspaper of general circulation on March 5th, 2010, 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 15, 2010.

Section 5: Estimated Revenues and Expenditures

Be it resolved, the expenditures for the fiscal year commencing April 1, 2010 and ending March 31, 2011, are hereby appropriated on a departmental and activity basis as follows:

General Fund	
Legislative – Township Board	\$ 84,150
Supervisor	\$ 36,579
Administration – Manager	\$187,069
Elections	\$128,597
Assessor	\$174,750
Township Clerk	\$218,297
Treasurer	\$205,405
Township Hall/Grounds	\$130,580
Cemetery	\$ 8,000
Other	\$212,874
Fire Department	\$ 57,150
Planning	\$118,591
Code Enforcement	\$ 14,814
Emergency Preparedness	\$ 4,600
Drains	\$ 16,700
Roads	\$170,000
Municipal Refuse Collection	\$ 5,000
Sewer and Water	\$ 21,700
Parks & Recreation	\$ 60,000
Contingent Liability	\$285,000
Transfers	\$290,858
Total Expenditures	\$2,430,714

And be it further resolved, revenues for the 2010-2011 Fiscal Year are estimated as follows:

General Fund	
Taxes (Local)	\$783,459
License & permits	\$ 1,430
Intergovernmental	\$1,045,000
Charges for Services	\$287,464
Interest & Rent	\$197,866
Other Financing Services	\$316,600
Total Revenue	\$2,631,819

And be it further resolved, the Charter Township of Brighton Board of Trustees hereby approves budgets for the period of April 1, 2010 through March 31, 2011 for the following funds in the amounts set forth below:

	REVENUE	EXPENDITURES
Parks	\$ 53,307	\$ 0
Cemetery	\$ 10,151	\$ 0
Liquor Law Enforcement	\$ 7,522	\$ 18,000
Building Department	\$ 54,840	\$ 54,840
Budget Stabilization Fund	\$ 2,636	\$ 1,318
Building Authority	\$1,464,845	\$ 1,638,180
Water Debt Service	\$ 108,461	\$ 108,328
Municipal Water	\$ 2,193	\$ 111,715
Sewer Capital Reserve	\$ 71,091	\$ 0
Sewer Fund	\$ 604,220	\$ 622,050
Sewer Debt Service	\$ 986,022	\$ 1,612,183
Spencer Sewer Debt Service	\$ 30,684	\$ 25,860
Pathways	\$ 1,300	\$ 150,000
Future Road Improvement	\$ 331,500	\$ 1,690,000

Section 6: Millage Levy

The Charter Township of Brighton Board of Trustees 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 Charter Township of Brighton 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 Charter Township of Brighton Board of Trustees hereby adopts the 2010/11 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 Clerk and/or 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 C. Doughty, seconded by J. Kovitz to adopt the General Appropriations Resolution for the 2010/11 Fiscal Year.

Upon roll call vote, the following members voted:

AYES: J. Rogers, J. Kovitz, C. Doughty, M. Slaton, L. Theis, A. Bollin

NAYS: None

ABSENT: T. Murphy

The motion carried and the above resolution was duly adopted by the Board of Trustees of the Charter Township of Brighton at a special meeting on the 24th day of March, 2010.

Thomas E. Murphy, Supervisor
Charter Township of Brighton

Ann M. Bollin, Clerk
Charter Township of Brighton

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 special meeting held on March 24, 2010, 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.

Ann M. Bollin, Clerk

Section 5A
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

General
 Fund 101

Fund Balance	03/31/09	\$ 7,433,055
Estimated Revenue	2009/10	\$ 2,845,504
Estimated Funds Available	2009/10	\$10,278,559
Estimated Expenditures	2009/10	\$ 2,577,126
Estimated Fund Balance	03/31/10	\$ 7,701,433
Estimated Revenue	2010/11	\$ 2,631,819
Estimated Funds Available	2010/11	\$10,333,252
Estimated Expenses	2010/11	\$ 2,430,714
Estimated Fund Balance	03/31/11	\$ 7,922,538

(Unreserved \$4,722,844, Reserved General Fund \$2,573,254 bond repayment reserves)
 (Collette Dump Reserved \$700,000 less \$93,560.41 expensed in 2009-10=\$606,439.59 remaining)
 (Capital Reserve election Equipment \$20,000)

Section 5B
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

Contingent Liability

Fund Balance	3/31/09	\$ 0
Estimated Revenues	2009/10	\$ 0
Estimated Fund Available	2009/10	\$ 0
Estimated Expenditures	2009/10	\$ 0
Estimated Fund Balance	3/31/10	\$ 0
Estimated Revenue	2010/11	\$ 265,000
Estimated Funds Available	2010/11	\$ 265,000
Estimated Expenditures	2010/11	\$ 265,000
Estimated Fund Balance	3/31/11	\$ 265,000

(Tax Appeals= \$65,000, Sewer Bond Reserve= \$200,000)

Section 5C
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

Parks
 Fund 208

Fund Balance	03/31/09	\$508,943
Estimated Revenue	2009/10	\$153,754
Estimated Funds Available	2009/10	\$662,697
Estimated Expenditures	2009/10	\$ 0
Estimated Fund Balance	03/31/10	\$662,697
Estimated Revenue	2010/11	\$ 53,307
Estimated Funds Available	2010/11	\$716,004
Estimated Expenses	2010/11	\$ 0
Estimated Fund Balance	03/31/11	\$716,004

Section 5D
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

Cemetery
 Fund 209

Fund Balance	03/31/09	\$20,153
Estimated Revenue	2009/10	\$10,100
Estimated Funds Available	2009/10	\$30,253
Estimated Expenditures	2008/10	\$ 0
Estimated Fund Balance	03/31/10	\$30,253
Estimated Revenue	2010/11	\$10,151
Estimated Funds Available	2010/11	\$40,404
Estimated Expenses	2010/11	\$ 0
Estimated Fund Balance	03/31/11	\$40,404

Section 5E
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

Liquor Law
 Fund 212

Fund Balance	03/31/089	\$55,433
Estimated Revenue	2009/10	\$23,841
Estimated Funds Available	2009/10	\$79,274
Estimated Expenditures	2009/10	\$20,300
Estimated Fund Balance	03/31/10	\$58,974
Estimated Revenue	2010/11	\$ 7,522
Estimated Funds Available	2010/11	\$66,496
Estimated Expenses	2010/11	\$18,000
Estimated Fund Balance	03/31/11	\$48,496

Section 5F
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

Building Department
 Fund 249

Fund Balance	03/31/09	\$ 82,203
Estimated Revenue	2009/10	\$ 93,784
Estimated Funds Available	2010/11	\$175,987
Estimated Expenditures	2009/10	\$175,987
Estimated Fund Balance	03/31/10	\$ 0
Estimated Revenue	2010/11	\$ 54,840
Estimated Funds Available	2010/11	\$ 54,840
Estimated Expenses	2010/11	\$ 54,840
Estimated Fund Balance	03/31/10	\$ 0

Section 5G
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

Budget Stabilization
 Fund 257

Fund Balance	03/31/089	\$262,315
Estimated Revenue	2009/10	\$ 2,100
Estimated Funds Available	2009/10	\$264,415
Estimated Expenditures	2009/10	\$ 1,400
Estimated Fund Balance	03/31/010	\$263,015
Estimated Revenue	2010/11	\$ 2,636
Estimated Funds Available	2010/11	\$265,651
Estimated Expenses	2010/11	\$ 1,318
Estimated Fund Balance	03/31/11	\$264,333

Section 5H
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

Building Authority
 Fund 369

Fund Balance	03/31/09	\$ 180,447
Estimated Revenue	2009/10	\$ 193,926
Estimated Funds Available	2009/10	\$ 374,373
Estimated Expenditures	2009/10	\$ 193,676
Estimated Fund Balance	03/31/10	\$ 180,697
Estimated Revenue	2010/11	\$ 1,464,845
Estimated Funds Available	2010/11	\$ 1,645,542
Estimated Expenses	2010/11	\$ 1,638,180
Estimated Fund Balance	03/31/11	\$ 7,362

Section 5I
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

Water Debt Service
 Fund 395

Fund Balance	03/31/09	\$ 64,680
Estimated Revenue	2009/10	\$ 109,934
Estimated Funds Available	2009/10	\$ 174,614
Estimated Expenditures	2009/10	\$ 109,734
Estimated Fund Balance	03/31/10	\$ 64,880
Estimated Revenue	2010/11	\$ 108,461
Estimated Funds Available	2010/11	\$ 173,341
Estimated Expenses	2010/11	\$ 108,328
Estimated Fund Balance	03/31/11	\$ 65,013

Section 5J
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

Water
 Fund 405

Fund Balance	3/31/09	\$ 53,495
Estimated Revenue	2009/10	\$ 237,484
Estimated Funds Available	2009/10	\$ 290,979
Estimated Expenditures	2009/10	\$ 118,560
Estimated Fund Balance	3/31/10	\$ 172,419
Estimated Revenue	2010/11	\$ 2,193
Estimated Funds Available	2010/11	\$ 174,612
Estimated Expenditures	2010/11	\$ 111,715
Estimated Fund Balance	3/31/11	\$ 62,897

Section 5K
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

Sewer Operations and Maintenance
 Fund 590

Fund Balance	03/31/09	\$ 53,800
Estimated Revenue	2009/10	\$568,200
Estimated Funds Available	2009/10	\$622,000
Estimated Expenditures	2009/10	\$563,375
Administration	\$ 33,423	
O&M	\$519,155	
Cap Outlay	\$ 6,500	
Debt Service	\$ 4,297	
Estimated Fund Balance	03/31/10	\$ 58,625
Estimated Revenue	2010/11	\$604,220
Estimated Funds Available	2010/11	\$662,845
Estimated Expenses	2010/11	\$622,050
Administration	\$ 24,400	
O&M	\$574,850	
Cap Outlay	\$ 18,500	
Debt Service	\$ 4,300	
Estimated Fund Balance	03/31/11	\$ 40,795*

*Unreserved Retained Earnings

Section 5L
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

Sewer Debt Service
 Fund 592

Fund Balance	03/31/09	\$2,065,812
Estimated Revenue	2009/10	\$ 421,864
Estimated Funds Available	2009/10	\$2,487,676
Estimated Expenditures	2009/10	\$ 805,739
Estimated Fund Balance	03/31/10	\$ 1,681,937
Estimated Revenue	2010/11	\$ 986,022
Estimated Funds Available	2010/11	\$ 2,667,959
Estimated Expenses	2010/11	\$ 1,612,183
Estimated Fund Balance	03/31/11	\$ 1,055,776

Section 5M
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

Pathways
 Fund 702

Fund Balance	03/31/09	\$ 156,506
Estimated Revenue	2009/10	\$ 12,260
Estimated Funds Available	2009/10	\$ 168,766
Estimated Expenditures	2009/10	\$ 2
Estimated Fund Balance	03/31/10	\$ 168,764
Estimated Revenue	2010/11	\$ 1,300
Estimated Funds Available	2010/11	\$ 170,064
Estimated Expenses	2010/11	\$ 150,000
Estimated Fund Balance	03/31/11	\$ 20,064

Section 5N
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

Future Road Improvement
 Fund 792

—	Fund Balance	03/31/09	\$1,763,023
	Estimated Revenue	2009/10	\$ 261,789
	Estimated Funds Available	2009/10	\$2,024,812
	Estimated Expenditures	2009/10	\$ 68,994
	Estimated Fund Balance	03/31/10	\$1,955,818
	Estimated Revenue	2010/11	\$ 331,500
	Estimated Funds Available	2010/11	\$2,287,318
	Estimated Expenses	2010/11	\$1,690,000
	Estimated Fund Balance	03/31/11	\$ 597,318

Section 5O
 Estimated Revenues, Expenses and Fund Balance
 2010/11

Lakeshore Water Improvement Fund

Fund 805

—	Fund Balance	3/31/09	-\$196,886-
	Estimated Revenue	2009/10	\$ 50,646
	Estimated Funds Available	2009/10	-\$146,240-
	Estimated Expenditures	2009/10	\$ 49,465
	Estimated Fund Balance	3/31/10	-\$195,705-
	Estimated Revenue	2010/11	\$ 47,502
	Estimated Funds Available	2010/11	-\$148,203-
	Estimated Expenditures	2010/11	\$ 17,052
	Estimated Fund Balance	3/31/11	-\$165,255-

Section 5P
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

SAD Road Maintenance
 Fund 812

Fund Balance	03/31/09	\$58,529
Estimated Revenue	2009/10	\$25,331
Estimated Funds Available	2009/10	\$83,860
Estimated Expenditures	2009/10	\$15,092
Estimated Fund Balance	03/31/10	\$68,768
Estimated Revenue	2010/11	\$26,706
Estimated Funds Available	2010/11	\$95,474
Estimated Expenses	2010/11	\$84,427
Estimated Fund Balance	03/31/11	\$11,047

Section 5Q
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

Road Projects
 Fund 814

Fund Balance	03/31/09	-\$171,507-
Estimated Revenue	2009/10	\$ 77,749
Estimated Funds Available	2009/10	-\$ 93,758-
Estimated Expenditures	2009/10	\$ 2,941
Estimated Fund Balance	03/31/10	-\$ 96,699-
Estimated Revenue	2010/11	\$ 74,078
Estimated Funds Available	2010/11	-\$ 22,621-
Estimated Expenses	2010/11	\$ 0
Estimated Fund Balance	03/31/101	-\$ 22,621-

Section 5R
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

Streetlight
 Fund 865

Fund Balance	03/31/09	\$13,357
Estimated Revenue	2009/10	\$13,912
Estimated Funds Available	2009/10	\$27,269
Estimated Expenditures	2009/10	\$13,912
Estimated Fund Balance	03/31/10	\$13,357
Estimated Revenue	2010/11	\$16,919
Estimated Funds Available	2010/11	\$30,276
Estimated Expenses	2010/11	\$16,919
Estimated Fund Balance	03/31/11	\$13,357

Section 5S
 Estimated Revenues, Expenditures and Fund Balance
 2010/11

Municipal Refuse
 Fund 871

Fund Balance	03/31/089	\$ 81,035
Estimated Revenue	2009/10	\$106,518
Estimated Funds Available	2009/10	\$187,553
Estimated Expenditures	2009/10	\$106,518
Estimated Fund Balance	03/31/10	\$ 81,035
Estimated Revenue	2010/11	\$ 95,393
Estimated Funds Available	2010/11	\$176,428
Estimated Expenses	2010/11	\$ 95,393
Estimated Fund Balance	03/31/10	\$ 81,035

Section 5T
Estimated Revenues, Expenditures and Fund Balance
2010/11

Aquatics
Fund 880

Fund Balance	03/31/089	\$118,772
Estimated Revenue	2009/10	\$ 68,125
Estimated Funds Available	2009/10	\$ 186,897
Estimated Expenditures	2009/10	\$ 61,487
Estimated Fund Balance	03/31/10	\$ 125,410
Estimated Revenue	2010/11	\$ 70,969
Estimated Funds Available	2010/11	\$196,379
Estimated Expenses	2010/11	\$179,756
Estimated Fund Balance	03/31/101	\$ 16,623