

**CHARTER TOWNSHIP OF YORK
WASHTENAW COUNTY, MICHIGAN
RESOLUTION #2010-04**

A RESOLUTION TO ESTABLISH A GENERAL APPROPRIATIONS ACT FOR THE CHARTER TOWNSHIP OF YORK FOR FISCAL YEAR 2010/2011; TO DEFINE THE POWERS AND DUTIES OF THE CHARTER TOWNSHIP OF YORK OFFICERS IN RELATION TO THE ADMINISTRATION OF THE BUDGET; TO PROVIDE REMEDIES FOR REFUSAL OR NEGLECT TO COMPLY WITH THE REQUIREMENTS OF THIS RESOLUTION.

Minutes of a Regular meeting of the Charter Township of York Board of Trustees, Washtenaw County, Michigan held at the York Township Hall in said Township, on the 9th day of March 2010, at 7:30 p.m.

Present: Joe Zurawski, Helen Neill, Sally Donahue, Jill Hargrove, Gary Zajac, Jane Kartje, Wayne Meier.

Absent: None.

The Board of Trustees of the Charter Township of York resolves:

Section 1: Title.

This resolution shall be known as the Charter Township of York General Appropriations Act.

Section 2: Chief Administrative Officer

The Supervisor shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act.

Section 3: Fiscal Officer

The Clerk shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.

Section 4: Public Hearings on the Budget

Pursuant to MCLA 42.26, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on February 25 and March 4, 2010 and a public hearing on the proposed budget was held on March 9, 2010.

Section 5: Estimated Revenues

Estimated township general fund revenues for fiscal year 2010/2011, including an allocated millage of one mill and various miscellaneous general fund revenues shall total \$838,300.00 with estimated revenues for the various other funds listed on page 3.

Section 6: Millage Levy

The Charter Township of York Township Board shall cause to be levied and collected, the general property tax on all real and personal property within the township upon the current tax roll an amount equal to one mill as set forth by state law.

Section 7: Estimated Expenditures

Estimated township general fund expenditures for fiscal year 2010/2011 for the various township activities (cost centers) are listed on page 3 as well as estimated expenditures for the various other funds.

Section 8: Adoption of Budget by Reference

The budget of the Charter Township of York is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 7 of this act.

Section 9: Adoption of Budget by Activity

The Board of Trustees of the Charter Township of York adopts the 2010/2011 fiscal year general fund budget by activity, Township officials responsible for the expenditures authorized in the budget may expend township funds up to, but not to exceed, the total appropriation authorized for each activity, and may make transfers among the various line items contained in the activity 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 10: Appropriation not a Mandate to Spend

Appropriations will be deemed maximum authorizations to incur expenditures. Expenditures must follow the policies set forth in the Administrative Policies and Procedures Manual and the guidelines set forth by the Chief Administrative Officer. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any town order for expenditures that exceed appropriations.

Section 11: Periodic Fiscal Reports

The fiscal officer shall transmit to the board at the end of each of the first three quarters, and at the end of each month occurring during the fourth quarter, a report of financial operations, including, but not limited to:

- a) a summary statement of the actual financial condition of the general fund at the end of the previous quarter.
- b) a summary statement showing the receipts and expenditures and encumbrances for the previous quarter and for the current fiscal year to the end of the previous quarter.

Section 12: Limit on Obligations and Payments

No obligation shall be incurred against, and no payment 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 of 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 Act

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official(s) to disciplinary action as outlined in P.A.621 (1978) and the Charter Township of York personnel manual.

Section 15: Board Adoption

Motion made by Sally Donahue, Seconded by Helen Neill to adopt the foregoing resolution. A roll call vote found the following:

Aye: Meier, Zajac, Zurawski, Donahue, Kartje, Hargrove

Nay: Neill

Absent: None

RESOLUTION DECLARED ADOPTED 6-1-0

Helen Neill, Clerk
Charter Township of York

Date

CHARTER TOWNSHIP OF YORK GENERAL APPROPRIATIONS ACT
2010/2011 Fiscal Year
RESOLUTION #2010-04

ESTIMATED GENERAL FUND (101) EXPENDITURES as per Section 7

101	Legislative	\$ 65,400.00
171	Supervisor	40,450.00
191	Elections	26,125.00
209	Assessor	62,300.00
215	Clerk	64,750.00
247	Board of Review	2,950.00
253	Treasurer	60,500.00
265	Township Hall (Bldg. & Grnds.)	44,500.00
276	Cemetery/Grounds	7,800.00
370	Developmental Services	2,000.00
374	Zoning Department	49,000.00
400	Planning Commission	21,400.00
410	Zoning Board of Appeals	0.00
445	Drains	10,000.00
449	Roads	35,000.00
751	Parks	12,875.00
752	Parks Grant	0.00
790	Milan Library	1,000.00
803	Historical Committee	0.00
865	Insurance	35,000.00
Total, General Fund Expenditures		\$ 541,050.00
Transfer to Public Safety Fund - 205		\$ 275,000.00
Transfer to Building Dept. Fund-249		\$ 21,780.00
Total of Expenditures & Transfers Out		\$ 837,830.00

AS PER SECTIONS 5 & 7:

PUBLIC SAFETY FUND - 205

Estimated Revenues:	\$485,250.00	Est. Expenditures:	\$760,250.00
Transfer from Gen. Fund:	\$275,000.00		
Total of Revenues & Transfers In:	\$760,250.00		

LIQUOR LAW FUND – 212

Estimated Revenues:	\$550.00	Estimated Expenditures:	\$550.00
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WATER & SEWER FUND – 213

Estimated Revenues:	\$250.00	Estimated Expenditures:	\$250.00
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ENVIRONMENTAL PROTECTION FUND – 225

Estimated Revenues:	\$25.00	Estimated Expenditures:	\$0.00
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BUILDING DEPARTMENT FUND - 249

Est. Revenues:	\$75,110.00	Est. Expenditures:	\$96,890.00
Transfer from Gen. Fund:	\$21,780.00		
Total of Revenues/Transfers:	\$96,890.00		

BUDGET STABILIZATION FUND – 257

Estimated Revenues:	\$200.00	Estimated Expenditures:	\$0.00
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MOOREVILLE SEWER FUND – 590

Estimated Revenues:	\$22,700.00	Estimated Expenditures:	\$22,700.00
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WATER & SEWER FUND-YCUA DIVISION – 592

Estimated Revenues:	\$235,000.00	Estimated Expenditures:	\$235,000.00
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