

Township General Appropriations Act  
Township of Lapeer  
Fiscal Year 2007-2008

A resolution to establish a general appropriations act for Lapeer Township; to define the powers and duties of the Lapeer Township officers in relation to the administration of the budget; and to provide remedies for refusal or neglect to comply with the requirements of this resolution.

The Board of Trustees of Lapeer Township resolves:

Section 1: Title

This resolution shall be known as the Lapeer Township 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

For general law townships: Pursuant to MCLA 141.412; MCLA 141.413, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on May 31, 2007, and a public hearing on the proposed budget was held on Monday June 11, 2007.

Section 5: Estimated Revenues

Estimated township general fund revenues for fiscal year 2007-2008, including an allocated millage of 1.6072 mills; and various miscellaneous revenues shall total \$ 1,028,771.50.

Section 6: Millage Levy

The Lapeer 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 1.6072 mills as authorized under state law and approved by the electorate.

## Section 7: Estimated Expenditures

Estimated township general fund expenditures for fiscal year 2007-2008 for the various township activities are as follows:

101101 – Trustees & Governing Body	16,556.00
101171 – Supervisor	30,876.00
101181 – Committee Members Per Diem	5,200.00
101191 – Elections	11,200.00
101201 – Audit	6,400.00
101209 – Assessor	43,750.00
101210 – Attorney	13,850.00
101215 – Clerk	43,060.00
101218 – General Office	47,330.00
101247 – Board of Review	1,875.00
101253 – Treasurer	36,831.00
101265 – Township Hall Grounds	51,600.00
101276 – Cemetery	17,250.00
101651 – Health & Welfare, Ambulance	15,250.00
800000 – Other Township Functions	57,812.00
101301 – Law Enforcement	114,850.00
101336 – Fire Service	179,900.00
101371 – Inspection & Enforcement	750.00
101400 – Planning Commission	41,900.00
101410 – Zoning Board of Appeals	3,600.00
101440 – General Public Works	1,800.00
101445 – Drains at Large	800.00
101446 – Roads & Bridges	220,400.00
101448 – Streetlights	8,000.00
101841 – Employee Benefits	52,306.00
101966 – Contribution to Other Funds	0.00
Total Expense	1,023,145.00

## Section 8: Adoption of Budget by Reference

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

### Section 8.01: Adoption of 212 - Liquor Law Enforcement

The liquor law enforcement budget of Lapeer Township is hereby adopted by reference, with revenues budgeted of \$803.00, and activity expenditures budgeted of \$800.00.

#### Section 8.02: Adoption of 246 – Revolving Improvement Fund

The revolving improving fund budget of Lapeer Township is hereby adopted by reference, with revenues budgeted of \$5,000.00, and activity expenditures budgeted of \$185,400.00.

#### Section 8.03: Adoption of 258 – Disaster Contingency Fund

The disaster contingency fund budget of Lapeer Township is hereby adopted by reference, with revenues budgeted of \$1.50, and activity expenditures budgeted of \$1.50.

#### Section 8.04: Adoption of 471 – Capital Improvement Fund

The capital improvement fund budget of Lapeer Township is hereby adopted by reference, with revenues budgeted of \$5,000.00, and activity expenditures budgeted of \$15,000.00.

#### Section 8.05: Adoption of 150 – Cemetery Trust Fund

The cemetery trust fund budget of Lapeer Township is hereby adopted by reference, with revenues budgeted of \$1,000.00, and activity expenditures budgeted of \$1,000.00.

#### Section 9: Adoption of Budget by Cost Center

The Board of Trustees of Lapeer Township adopts the 2007-2008 fiscal year general fund budget by cost center. 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 cost center, 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 10: Appropriation not a Mandate to Spend

Appropriations will be deemed maximum authorizations to incur expenditures. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any township 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 summary statement of the actual financial condition of the general fund at the end of the previous quarter (month); a summary statement showing the receipts and expenditures and encumbrances for the previous quarter (month) and for the current fiscal year to the end of the previous quarter (month).

#### 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 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 Act

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

#### Section 15: Board Adoption

Motion made by Stack, support by Rutzen to adopt the foregoing resolution.

Upon a roll call vote, the following voted, aye: Stack, Rutzen, Jarvis, Taylor, Walker.

Nays: none.

Abstain: none.

The Supervisor declared the motion carried and the resolution duly adopted on the 11th day of June 2006.

*I, Dawn M. Walker, Clerk of the Township of Lapeer, do hereby certify that the above is a true account of the actions taken by the Lapeer Township Board at the Board meeting on Monday, June 11, 2007 according to the best of my ability.*

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Dawn M. Walker  
Lapeer Township Clerk