

**RESOLUTION TO ADOPT
THE HEATH TOWNSHIP BUDGET FOR 2024 - 2025**

Heath Township, Allegan County
(Resolution No. 2024-3)

WHEREAS, the Township Board for Heath Township has held a public hearing on the proposed Township budget for 2024 -2025 on June 10, 2024, for which proper notice was published in the newspaper on May 17, 2024 as required by law; and

WHEREAS, the Township Board wishes to adopt the 2024 -2025 budget and this Resolution shall constitute the Township's general appropriations act ("Act") for 2024 -2025, as amended.

NOW, THEREFORE, BE IT RESOLVED by the Township Board as follows:

Section 1: Title

This Resolution shall be known as the "Heath Township General Appropriations Act".

Section 2: Chief Administrative Officer

The Township 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 Township 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 141.412, notice of a public hearing on the proposed 2024-2025 budget was published in a newspaper of general circulation on May 17, 2024, and a public hearing on the proposed budget was held on June 10, 2024.

Section 5: Estimated Revenues

Estimated Township general fund revenues for fiscal year 2024 -2025, including an allocated millage of 1.0421 mills, voter-authorized millage's of, 1.9481 mills for fire, and 2.4352 mills for roads, and various miscellaneous revenues shall total \$ 1,897,135.00

Section 6: Millage Levy

The Heath Township Board shall levy the following general property taxes on all taxable real and personal property within the Township on December 1, 2024:

Allocated:	1.0421 mills
Roads:	2.4352 mills
Fire:	1.9481 mills

The Township Board certifies that the above millages have been reduced, if necessary, to comply with Headlee, MCL 211.34d, and the Truth-in-Taxation Act, MCL 211.24e.

The Township Supervisor and Township Clerk are hereby authorized and directed to sign and transmit the 2024 Tax Rate Request on Michigan Department of Treasury Form L-4029 to the Allegan County Clerk and the Allegan County Equalization Department.

Section 7: Estimated Expenditures

Estimated Township general fund expenditures for fiscal year 2024 - 2025 for the various Township activities are as follows: *(account numbers, cost centers and totals here)*.

\$ 1,628,258.00 SEE ATTACHED SPREADSHEETS

Section 8: Adoption of Budget by Reference

The general fund budget of Heath Township for 2024-2025 (attached as Exhibit A) is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 7 of this Act.

Section 9 (Note: Choose one of the two options below. It is also possible to use a “hybrid” budget, with some departments managed by cost center and others by line item.)

Section 9: Adoption of Amended Budget by Cost Center *(if desired)*

The Board of Trustees of Heath Township adopts the 2024 - 2025 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 Township Board approval by budget amendment.

[or]

Section 9: Adoption of Amended Budget by Line Item *(if desired)*

The Board of Trustees of Heath Township adopts the 2024-2025 fiscal year general fund budget by line item. 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 line item. No transfers of line item appropriations shall be made without prior Township 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 Township 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 *(month)*;

- b. 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*);
- c. A detailed list of:
 - i. Expected revenues by major source as estimated in the budget; actual receipts to date for the current fiscal year compared with actual receipts for the same period in the prior fiscal year; the balance of estimated revenues to be collected in the then current fiscal year; and any revisions in revenue estimates resulting from collection experience to date.
 - ii. For each cost center: the amount appropriated; the amount charged to each appropriation in the previous quarter (month) for the current fiscal year and as compared with the same period in the prior fiscal year; the unencumbered balance of appropriations; and any revisions in the estimate of expenditures.

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 Public Act 621 of 1978) and the Heath Township policy manual.

Adopted on motion by Boerman, second by Lindholm -Roll Call Vote:

Ron Jones	<input checked="" type="checkbox"/> x___aye	<input type="checkbox"/> ___nay
Missy Harvey	<input checked="" type="checkbox"/> x___aye	<input type="checkbox"/> ___nay
Misti Lindholm	<input checked="" type="checkbox"/> x___aye	<input type="checkbox"/> ___nay
Hilda Boerman	<input checked="" type="checkbox"/> x___aye	<input type="checkbox"/> ___nay
Bill Harvey	<input checked="" type="checkbox"/> x___aye	<input type="checkbox"/> ___nay

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
COUNTY OF ALLEGAN)

I, Missy Harvey, Clerk of the Township of Heath, Allegan County, Michigan, hear by certify that the above is a true and correct copy of the Resolution which was adopted by the Township Board at a meeting held on June 10, 2024.

Signed: _____
Missy Harvey, Township Clerk

Dated: June 10, 2024