2026/2027 Hamburg Township General Appropriations Act

A resolution to establish a general appropriations act for Hamburg Township; to define the powers and duties of the Hamburg 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 Hamburg Township resolves:

Section 1: Title
This resolution shall be known as the 2026/2027 Hamburg 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
Pursuant to MCLA 141.412, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on June 7, 2026, and a public hearing on the proposed budget was held on June 16, 2026.

Section 5: Estimated Revenues
Estimated township general fund revenues for fiscal year 2026/2027, including an allocated millage of _________mills; voter-authorized millage of ______ mills; and various miscellaneous revenues shall total $ ________.

Section 6: Millage Levy
The Hamburg 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 ________ mills as set forth as authorized under state law and approved by the electorate.

Section 7: Estimated Expenditures
Estimated township general fund expenditures for fiscal year 2026/2027 for the various township activities are:__________.

Section 8: Adoption of Budget by Reference
The general fund budget of Hamburg Township 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 Department
The Board of Trustees of Hamburg Township adopts the 2026/2027 fiscal year general fund budget by department. 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 department. No transfers of line item appropriations shall be made without prior approval of the Township Clerk.

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 order for expenditures that exceed appropriations.

Section 13: 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 (*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 14: 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 15: 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 16: 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 Hamburg Township policies.

Section 17: Board Adoption
Motion made by_______________, seconded by ________________ to adopt the foregoing resolution. Upon roll call vote, the following voted aye:________. The following voted nay: ______ . The Clerk declared the motion carried and the resolution duly adopted on the 16th day of June , 2026.

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Michael Dolan - Township Clerk