

TO: Board of Trustees

FROM: Michael Dolan, Township Clerk

DATE: December 11, 2025

AGENDA ITEM TOPIC: General Fund, Fund Balance Policy

Requested Action

- Motion to approve the General Fund – Fund Balance Policy and add to the Administrative Policy Procedure Manual

Background

It is recommended that we have a General Fund Balance Policy. Previous Boards have discussed such a policy however never enacted one. I present a policy for discussion purposes.

Fiscal Considerations

Does the agenda item require the expenditure of funds? Yes ☐ No ☒

Are funds budgeted? Yes ☐ No ☒

Fiscal year affected: Choose an item.

Is a budget amendment required? Yes ☐ No ☒

General Ledger numbers affected: _____