

**2022 LENAWEE COUNTY
GENERAL APPROPRIATIONS ACT**

WHEREAS Public Act 621 of 1978, titled "The Uniform Budgeting and Accounting Act" provides for a system of uniform procedures to guide the preparation and execution of budgets in all local units of government in Michigan; and

WHEREAS the Act requires the legislative body of each local unit to pass a general appropriations measure in compliance with provisions of the Uniform Budgeting and Accounting Act, as the method of adopting its budget; and

WHEREAS the County Board has deliberated upon the budget, presented it for public hearing and received and reviewed comments from the public and from County officials;

NOW THEREFORE the Lenawee County Board of Commissioners resolves:

SECTION 1. APPROPRIATION

The 2022 General Fund Budget, comprised of revenues and expenditures in the amount of **\$32,746,440** as specified in the attached 2022 General Fund Budget document, is hereby adopted and made part of this resolution. Authorization for expenditure of the various appropriations is hereby granted; provided that such expenditures are in compliance with this resolution, applicable County policies and State law.

"Appropriation" as used in this resolution shall mean the designation of funds to be used for a specific purpose including the operation of a County department, agency or office; and the allocation to an agency, board, commission, department or other entity whose expenditures and revenues are not accounted for through the General Fund.

Section 16(1) of the Uniform Budgeting and Accounting Act requires that the legislative body of each local unit pass a general appropriations act for certain designated funds.

These funds and their adopted budgets include:

NON-GENERAL FUND BUDGETS

FUND	Total Exp Budget
208 Parks	37,572
211 AG Committee	12,000
214 Sobriety Court	224,127
215 Friend of the Court	318,500
216 Caseload Assistance	21,000
217 Enhanced Treatment Court	99,108
218 Adult Drug Treatment Court	230,044
221 Health Department	4,007,328
223 Lenawee Transportation	284,195

FUND	Total Exp Budget
230 Drug Testing Facility	85,080
232 Solid Waste	66,000
234 Lenawee Local Emergency	10,000
236 Criminal Justice Comm Allocation	44,500
245 Public Improvement	10,000
251 Drain Commission	2,370,771
252 MCF Millage	735,000
253 Indigent Defense	1,953,024
254 Survey/Remonumentation	60,127
255 Land Bank	44,750
256 Register of Deeds Automation	100,000
257 Concealed Pistol Licensing	118,477
258 Disaster Contingency	100
260 Mobile Data Terminal	49,500
261 911 Service	3,198,291
262 Hard Labor	24,192
263 Marine Law Enforcement	23,350
264 Local Corrections Officer Training	20,064
265 Drug Law Enforcement	5,050
266 Law Enforcement	8,500
269 Law Library	29,900
273 Comm Oriented Police Serv	20,972
274 Homeland Security	96,794
280 Secondary Road Patrol	80,206
285 ARP Funds	9,561,477
286 Veteran Service	98,976
287 Housing Rehabilitation	35,000
292 Child Care - Maurice Spear Campus	4,880,420
293 Veterans Relief	199,815
296 Department on Aging	4,675,838
297 Child Care - Dept of Human Services	348,500
298 Lilley	15,500
299 Other Special Revenue	25,000

SECTION 2. APPROVED MILLAGE RATE

As provided in MCL 141.436 Section 16(2), the Truth in Budgeting Act; the Board of Commissioners approves the following 2022 millage rates: County Operating 5.4000; Lenawee Medical Care Facility Special .1893; Department on Aging Special .749; and Veterans Relief .0000; or the maximum allowable millage after applicable millage reduction under MCL 211.34d.

SECTION 3. APPROPRIATION NOT A MANDATE TO SPEND

The various appropriations specified in the budget represent the maximum authorization to incur expenditures for the purposes specified. It is expected that all elected and appointed County officials shall exercise necessary judgment in the use of appropriated funds in order to achieve the objectives of their program with minimum expenditures.

SECTION 4. ALLOTMENT OF APPROPRIATION

When financial circumstances warrant, the Board may adopt a schedule for allotting the annual appropriation contained within the budget on a periodic basis of no less than one calendar quarter. Under this provision, the authorization to spend the annual appropriation provided in the budget shall be limited to the time limits and amounts established in such schedule. No elected or appointed official shall cause obligations to be incurred against, and no payment shall be made from, an appropriation in excess of the limits provided in the schedule.

SECTION 5. LIMIT ON OBLIGATION AND PAYMENTS

No elected or appointed County official shall cause an obligation to be incurred against, and no payment shall be made from, any appropriation unless there is sufficient unencumbered balance in the appropriation or allotment. Any obligation incurred or payment authorized in violation of this resolution shall be void and any payment so made illegal. Expenditures made in violation of this resolution shall be subject to the penalties specified in P.A. 621 of 1978, titled the Uniform Budgeting and Accounting Act.

The power to authorize agreements binding the County rest with the Board of Commissioners, unless some other statutory agreement exists or the Board of Commissioners specifically authorize elected officials to sign certain contracts within established guidelines, that are not otherwise prohibited by statute. Moreover, as part of the County's budgetary and appropriations policies the Board of Commissioners may require that the County be named as an additional insured on contractor's insurance policies along with a copy of the contractor's insurance policies and copy of the contractor's licenses be kept on file with the County Administrator.

Each claim against the County shall be approved and signed by the elected or appointed County official responsible for expenditure of the appropriation and shall specify the fund, appropriation account and the activity number assigned in the Budget in accordance with the State Accounting Classification System. Such claims shall be submitted on a timely basis as prescribed in the Accounts Payable Policies & Procedure. Claims against the County shall be approved by the Board. In no case shall money be drawn from the County treasury except as properly authorized in the pursuance of an

appropriation provided for in the budget and no expenditures shall be charged directly to any contingent or general account.

SECTION 6. TRANSFER & PURCHASES

Transfers of any unencumbered balance, or any portion thereof, of any appropriation to any other appropriation may not be made without amendment of the General Fund Budget by regular action of the County Board of Commissioners. An elected or appointed County official responsible for an appropriation may, within the limits of the total appropriation, transfer funds between line items; except that funds may not be transferred between a salary line item and any non-salary line item, nor may such official create a staff position, alter salaries, or purchase equipment without prior authorization of the Board of Commissioners. Purchase of supplies, vehicles, service and equipment shall be in compliance with County purchasing policies adopted by the County Board of Commissioners. Establishment of salary levels and adjustments thereto shall be made as authorized in the adopted County personnel policies and negotiated labor contracts.

SECTION 7. ADMINISTRATOR CONTINGENCY

The Administrator is authorized to approve expenditures using the Administrator Contingency in single amounts not to exceed \$10,000 and make necessary budget adjustments to reflect those expenditures. Such expenditures will be tabulated and reported to the Board of Commissioners prior to year end.

SECTION 8. REVIEW OF FINANCIAL ACCOUNTS

On at least a monthly basis, the County Administrator shall review the status of expenditures and revenues as compared to the adopted budget, and shall report the findings to the Board, noting areas in which there are significant variations with the budget and providing recommendations where appropriate. A monthly status report of revenues and expenses shall be provided as appropriate to elected and appointed County officials by the Administrator.

SECTION 9. BALANCES REDUCED TO ZERO

As soon as practical after the start of the County fiscal year, the County Administrator shall examine each appropriation account for the following funds to determine whether a balance of County funds remains from the preceding fiscal year in excess of the budgeted balance and shall report the findings to the Board: Parks Commission, Agriculture Committee, Health Department, Drain Commission, Marine Law Enforcement, Central Dispatcher, Law Library, County Library, Department of Human Services, Child Care Maurice Spear Campus, Child Care Department of Human Services and County Airport. If an excess cash balance of County funds is found in any such account, the County Board may reduce the appropriation to that account by the amount of the cash balance in excess of the budgeted anticipated balance, or any portion thereof, and transfer that amount to the General Fund Contingency Account.

Elected and appointed officials are responsible for maintaining expenditures within the limits of an appropriation as provided in this resolution. Should it become apparent to the official that the rate of expenditures of the appropriation shall exhaust that appropriation before the end of the budget period or allotment period, the official shall

immediately take steps to reduce the rate of expenditures. The official may request a supplemental appropriation from the County Board of Commissioners, who may in its discretion approve or deny the request.

Whenever it is reported to the County Board of Commissioners that actual and probable revenues in any fund may be less than the estimated revenues upon which appropriations from such fund were based, the Board of Commissioners shall take such actions which in its sole discretion are deemed necessary to prevent expenditures from exceeding available revenues for the current fiscal year. Such actions may include reductions or adjustments in periodic allotments and appropriations for any or all appropriations, implementation of hiring freezes, layoff of personnel, renegotiation of labor contracts, and elimination of capital outlays and equipment purchases; provided, however, that all elected and appointed officials shall be given the opportunity for review and comment on any proposed action prior to its adoption.

PASSED BY ROLL CALL VOTE of the Lenawee County Board of Commissioners at a regular meeting held Wednesday, November 10, 2021, in the Old County Courthouse, Adrian, Michigan.


David Stimpson, Chair


Roxann Holloway, County Clerk