

LENAWEE COUNTY BOARD OF COMMISSIONERS

301 N. Main St. Courthouse ~ Adrian, MI 49221

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RES#2023-18

**2024 LENAWE 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 2024 General Fund Budget, comprised of revenues and expenditures in the amount of **\$37,126,179** as specified in the attached 2024 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	51,850
211	AG Committee	12,000
214	Sobriety Court	116,541

	Fund	Total Exp Budget
215	Friend of the Court	446,384
216	Caseload Assistance	10,000
217	Enhanced Treatment Court	76,500
218	Adult Drug Treatment Court	539,233
221	Health Department	4,473,691
230	Drug Testing Facility	100,339
232	Solid Waste	105,000
234	Lenawee Local Emergency	8,000
236	Criminal Justice Comm Allocation	43,000
251	Drain Commission	2,585,768
252	MCF Millage	793,072
253	Indigent Defense	2,669,897
254	Survey/Remonumentation	82,684
255	Land Bank	168,325
256	Register of Deeds Automation	81,000
257	Concealed Pistol Licensing	6,800
260	Mobile Data Terminal	49,500
261	911 Service	3,276,871
262	Hard Labor	23,720
263	Marine Law Enforcement	28,339
264	Local Corrections Officer Training	25,000
265	Drug Law Enforcement	5,050
266	Law Enforcement	8,500
269	Law Library	40,008
274	Homeland Security	53,792
280	Secondary Road Patrol	113,403
285	ARP Funds	8,177,932
286	Veteran Service	97,864
287	Housing Rehabilitation	35,000
292	Child Care - Maurice Spear Campus	5,447,280
293	Veterans Relief	261,714

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 Policy & Procedures. 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 between a personnel line item and any non-personnel 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 budgets 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, Health Department, Solid Waste, Drain Commission, Public Defender, Law Library, Marine Law, Child Care, 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

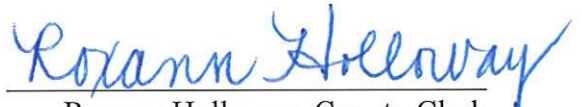
budget period or allotment period, the official shall immediately take steps to reduce the rate of expenditures. The official may request a supplemental appropriation from the County Board of Commissioners, who may in its discretion approve or deny the request.

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 8, 2023, in the Old County Courthouse, Adrian, Michigan.



James VanDoren, Chair



Roxann Holloway, County Clerk

Lenawee County
2024 Administrator's Draft Budget
General Fund Summary

Expenses by Department/Division

Department/Division	2024 Admin Budget	2023 Actual thru 10/3/2023	2023 Adopted Budget	2022 Actual Amount	2021 Actual Amount
101 Board of Commissioners	256,804.00	182,163.35	248,722.00	227,630.85	237,130.17
131 Circuit Court	826,755.00	573,637.46	794,824.00	718,419.08	631,898.96
137 Pre-Trial Services	-	1,126.50	-	126.50	-
136 District Court	1,788,087.00	1,228,400.67	1,739,730.00	1,620,767.85	1,508,182.98
141 Friend of the Court	1,647,520.00	1,080,685.87	1,570,901.00	1,360,248.01	1,418,631.37
148 Probate Court	777,252.00	522,863.32	725,382.00	651,628.16	597,654.63
149 Probate Juvenile	558,862.00	322,826.36	570,773.00	430,410.25	472,684.46
259 RTA	188,854.00	78,597.06	150,000.00	13,086.86	-
(blank) (blank)	12,800.00	1,418.95	-	-	-
151 Circuit Court Probation	3,500.00	2,495.57	3,500.00	2,013.58	1,499.64
172 Administrator	1,623,433.00	1,076,434.94	1,732,657.00	10,207,875.38	986,647.70
297 Retiree/COBRA	96,500.00	88,038.92	155,844.00	153,760.68	83,834.41
298 Jail Collections	-	-	-	3.30	-
(blank) (blank)	-	212,499.99	-	-	-
215 Clerk	730,524.00	485,954.22	676,091.00	639,599.40	602,727.95
216 Jury Board	2,600.00	2,443.33	1,900.00	2,366.27	2,041.76
223 External Audit	76,500.00	77,500.00	65,000.00	74,750.00	121,050.00
228 Information Technology	685,221.00	410,570.86	718,183.00	657,073.94	678,443.86
241 Service Contracts	630,000.00	395,708.54	520,000.00	521,728.13	661,388.68
245 Telecommunications	60,000.00	36,790.96	60,000.00	57,477.37	48,810.57
233 Printing/Purchasing	483,475.00	318,203.76	465,866.00	450,772.53	479,851.97
236 Utilities	505,000.00	360,419.60	490,000.00	504,577.12	498,097.92
237 HSB Rent	130,000.00	93,792.78	130,001.00	125,057.04	125,057.04
238 Bonds & Misc Insurance	467,000.00	11,298.44	467,000.00	433,998.81	410,865.89
244 Geographic Information Systems	242,717.00	186,518.99	307,703.00	222,688.48	219,963.84
253 Treasurer	530,995.00	343,981.52	517,606.00	473,993.39	464,655.76
257 Equalization	398,657.00	242,598.01	450,619.00	330,473.56	353,242.97
261 MSU Extension	289,024.00	189,233.53	253,746.00	250,555.61	264,398.11
262 Elections	397,376.00	95,975.59	130,910.00	164,925.66	94,222.41
265 Building & Grounds	1,071,040.00	609,527.64	958,815.00	837,965.08	796,886.18
266 Legal Counsel	80,000.00	70,854.07	30,000.00	17,129.60	39,493.17
267 Prosecuting Attorney	2,094,114.00	1,424,199.39	2,036,548.00	1,813,560.24	1,631,438.36
261 Cooperative Reimbursement	247,265.00	197,249.19	226,251.00	221,543.79	185,328.09
262 Victims Rights	168,690.00	109,161.88	160,229.00	139,276.36	136,899.59
263 DHS Contract	-	-	-	187.81	92,283.41
264 RHN	40,972.00	28,282.90	39,676.00	38,753.90	38,736.35
265 Economic Crimes Unit	97,569.00	67,494.72	93,774.00	88,114.95	88,034.62
268 Register of Deeds	345,104.00	243,636.72	309,070.00	281,162.03	264,393.71
230 Plat Board	308.00	-	307.00	-	-
271 Public Defender	315,732.00	237,333.35	259,004.00	285,800.02	289,328.28
260 Child Advocate	120,307.00	74,558.65	106,222.00	86,083.60	-
278 Surveyor	2,900.00	-	2,880.00	2,880.00	2,880.00
280 Lenawee Conservation District	40,000.00	30,000.00	40,000.00	40,000.00	40,000.00
281 River Raisin Watershed	1,500.00	500.00	1,500.00	1,266.00	500.00
282 County Farm	4,500.00	-	4,500.00	4,370.67	4,288.82
301 Sheriff	4,774,556.00	3,700,216.56	4,327,600.00	4,488,522.48	4,253,832.32
330 Liquor Law Enforcement	10,187.00	1,416.72	10,141.00	3,510.03	-
346 Court Bailiffs	377,576.00	289,320.52	366,362.00	355,554.86	342,278.59

Department/Division	2024 Admin Budget	2023 Actual thru 10/3/2023	2023 Adopted Budget	2022 Actual Amount	2021 Actual Amount
351 Jail	5,616,162.00	3,587,677.77	5,192,891.00	4,844,794.76	5,142,332.70
403 Coalition Compliance Check	-	-	5,112.00	-	-
426 Emergency Management	164,575.00	124,467.86	162,931.00	105,036.36	101,123.50
430 Animal Control	132,974.00	76,359.95	131,613.00	104,839.52	100,926.84
445 Drains - Public Benefit	150,000.00	144,588.78	150,000.00	143,047.62	160,783.34
632 Substance Abuse - Liq Tax	145,000.00	145,730.40	145,000.00	153,891.68	150,897.25
648 Medical Examiner	527,491.00	277,476.53	462,819.00	465,881.90	410,362.70
649 Hillsdale	145,174.00	74,585.90	115,485.00	112,736.95	115,562.27
650 Jackson	57,693.00	40,863.52	55,501.00	52,760.54	50,908.59
652 Lenawee Transportation	70,000.00	52,500.00	55,000.00	55,000.00	55,000.00
670 Department of Human Services	22,000.00	6,243.00	22,000.00	6,469.08	15,631.94
672 Region 2 Area Agency on Aging	6,300.00	4,725.00	6,300.00	6,300.00	6,300.00
682 Veterans Affairs	119,518.00	65,086.92	99,848.00	73,615.00	90,866.73
685 Community Mental Health	365,686.00	274,264.50	365,686.00	365,686.00	365,686.00
691 Housing	3,000.00	430.97	3,000.00	6,250.29	5,329.42
720 Planning - Region 2	26,845.00	20,133.16	27,907.00	27,907.00	27,907.00
721 Planning - County	1,500.00	880.00	1,500.00	1,000.00	1,200.00
728 Lenawee Now	-	-	-	75,000.00	150,000.00
890 Contingencies	1,000,000.00	-	695,181.00	876,461.03	(5,334.00)
899 Tax Tribunal	50,000.00	69,253.08	50,000.00	36,773.75	18,388.73
966 Transfer Out 902 Parks Commission (208)	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
904 Health Department (221)	300,000.00	300,000.00	300,000.00	300,000.00	300,000.00
911 Solid Waste (232)	100,000.00	60,000.00	60,000.00	60,000.00	60,000.00
914 Drain Commission (251)	270,000.00	270,000.00	270,000.00	270,000.00	270,000.00
915 Public Defender (253)	216,497.00	212,714.00	212,714.00	212,240.80	212,934.02
916 Law Library (269)	23,400.00	23,400.00	23,400.00	23,400.00	23,400.00
919 Secondary Road (280)	-	-	21,598.00	-	-
921 Child Care - Prob Juv (292)	170,661.00	282,336.00	282,336.00	282,336.00	282,336.00
922 Child Care-MS (292)	1,317,664.00	1,317,664.00	1,317,664.00	1,317,664.00	1,317,664.00
926 Child Care-MS IHT (292)	111,274.00	222,548.00	222,548.00	121,548.00	121,548.00
928 Child Care-DHS (297)	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00
929 Other Spec Rev (299)	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00
932 Capital (401)	1,000,000.00	1,000,000.00	1,000,000.00	1,000,000.00	1,000,000.00
934 Airport (581)	43,000.00	43,000.00	43,000.00	43,000.00	43,000.00
917 Marine Law (263)	9,989.00	-	-	-	-
931 Debt Service (301)	1,200,000.00	-	-	-	-
925 Child Care-MS Reimb/Other (292)	260,000.00	-	-	-	-
Total Expense	37,126,179.00	24,700,860.74	33,718,871.00	40,443,329.51	30,062,339.57

**Lenawee County
2024 Administrator's Draft Budget
General Fund Summary**

Revenues by Department/Division

Department/Division	2024 Admin Budget	2023 Actual thru 10/3/2023	2023 Adopted Budget	2022 Actual Amount	2021 Actual Amount
131 Circuit Court	162,448.00	121,193.48	153,948.00	149,490.94	152,037.06
137 Pre-Trial Services	2,200.00	2,000.00	-	885.00	-
136 District Court	1,251,724.00	937,629.85	1,251,424.00	1,211,477.48	1,303,813.25
141 Friend of the Court	1,136,000.00	714,831.74	1,146,000.00	1,156,850.86	1,187,236.35
148 Probate Court	295,755.00	206,574.93	254,755.00	262,314.26	270,830.73
149 Probate Juvenile	58,716.00	17,567.69	70,140.00	89,961.77	89,177.86
259 RTA	170,000.00	108,956.51	150,000.00	32,762.29	-
172 Administrator	66,600.00	73,007.79	65,000.00	9,154,145.85	186,060.93
297 Retiree/COBRA	96,787.00	80,325.45	156,395.00	163,793.50	76,653.11
215 Clerk	258,550.00	196,145.16	257,550.00	253,555.41	254,066.54
228 Information Technology	8,000.00	10,201.23	2,000.00	17,332.12	30,592.10
241 Service Contracts	-	425.00	-	510.00	1,445.00
245 Telecommunications	-	193.00	-	-	-
238 Bonds & Misc Insurance	8,000.00	7,527.00	8,000.00	461.08	14,870.86
240 Indirect Costs	777,637.00	684,016.00	717,679.00	623,889.00	561,786.00
244 Geographic Information Systems	110,000.00	72,480.47	120,000.00	144,022.76	146,870.71
253 Treasurer	28,773,009.00	22,456,256.23	26,646,910.00	25,559,695.58	25,165,040.07
257 Equalization	-	-	-	6,985.67	686.23
262 Elections	109,424.00	31,389.51	10,000.00	15,225.57	33,127.03
265 Building & Grounds	8,700.00	3,679.80	8,100.00	8,948.92	16,136.83
267 Prosecuting Attorney	81,700.00	46,705.48	232,629.00	82,447.07	68,802.60
261 Cooperative Reimbursement	215,445.00	103,210.48	125,000.00	153,073.16	124,808.02
262 Victims Rights	168,690.00	98,876.92	145,068.00	138,705.42	136,919.00
263 DHS Contract	-	-	-	17,641.61	131,972.55
264 RHN	38,400.00	28,386.99	36,000.00	38,715.20	39,992.89
265 Economic Crimes Unit	55,000.00	46,122.31	50,000.00	49,465.92	47,677.20
268 Register of Deeds	850,825.00	651,669.10	975,825.00	1,120,406.51	1,181,951.85
271 Public Defender	181,500.00	149,449.87	181,500.00	190,728.91	192,096.03
282 County Farm	29,522.00	14,760.63	29,735.00	29,521.26	29,521.26
301 Sheriff	301,050.00	382,588.74	299,100.00	324,150.20	254,096.33
330 Liquor Law Enforcement	10,127.00	11,469.70	10,127.00	12,154.45	11,587.95
346 Court Bailiffs	-	-	-	-	150.00
351 Jail	251,860.00	231,001.18	354,980.00	301,311.86	185,935.12
403 Coalition Compliance Check	-	-	5,106.00	-	-
426 Emergency Management	24,250.00	-	24,250.00	37,910.64	47,139.50
430 Animal Control	93,700.00	70,644.50	94,300.00	84,893.35	92,198.25
648 Medical Examiner	39,500.00	39,490.26	39,250.00	59,714.74	60,831.02
649 Hillsdale	97,450.00	91,513.08	98,100.00	104,575.44	121,338.25
682 Veterans Affairs	-	569.08	-	-	700.00
931 Other Financing Sources	1,393,610.00	-	-	-	-
Total Revenue	37,126,179.00	27,690,859.16	33,718,871.00	41,597,723.80	32,218,148.48