

**KAREGNONDI WATER AUTHORITY  
ACTING IN GENESEE COUNTY, MICHIGAN**

**RESOLUTION NO. 2019-02**

A RESOLUTION TO ESTABLISH A GENERAL APPROPRIATIONS ACT  
FOR THE KAREGNONDI WATER AUTHORITY; TO DEFINE THE  
POWERS AND DUTIES OF THE KAREGNONDI WATER AUTHORITY  
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

At a regular meeting of the Karegnondi Water Authority Board, acting in Genesee County, Michigan, held on August 21, 2019, at 2 p.m., local time.

PRESENT: Kevin Sylvester; Dave Jansen; Larry Green; Dale Kerbyson; Joseph Suma; Tom Svrcek; Paula Zelenko; Greg Alexander

ABSENT: Ted Henry; Lisa Anderson; Scott Bennett; Eric Mays; Sheldon Neeley; Tim Sneller; Martin Cousineau; Karen Weaver

The following preamble and resolution were offered by Dale Kerbyson, and seconded by Tom Svrcek:

**Section 1: Title**

This resolution shall be known as the Karegnondi Water Authority General Appropriations Act.

**Section 2: Chief Administrative Officer**

The Chief Executive Officer is designated as the Chief Administrative Officer under the Uniform Budgeting and Accounting Act and is the responsible party for the administration of the Karegnondi Water Authority budget.

**Section 3: Fiscal Officer**

The Treasurer shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this resolution.

**Section 4: Public Hearings on the Budget**

Pursuant to MCL § 141.412; MCL § 141.413 notice of the public hearing on the proposed budget was published in The Flint Journal on July 21, 2019; The Sandusky Tribune Recorder on July 24, 2019; and The Lapeer County Press on July 24, 2019, all newspapers of general circulation; the proposed budget has been available for public inspection in advance of the hearing, and a public hearing on the proposed budget was held on August 21, 2019, at 2 p.m., local time.

**Section 5: Estimated Revenues and Expenditures**

Be it resolved, the expenditures for the fiscal year commencing October 1, 2019, and ending September 30, 2020, are hereby appropriated on a departmental and activity basis as follows:

Expenditures	
Professional Services .....	\$221,000
Insurances.....	\$99,750
Administration.....	\$323,472

Chemicals.....	\$100,000
Utilities .....	\$1,030,000
Supplies .....	\$2,000
Permits, Print, Publications .....	\$2,000
<u>Repairs and Maintenance.....</u>	<u>\$661,450</u>
<b>TOTAL EXPENDITURES.....</b>	<b>\$2,439,672</b>

And be it further resolved, revenues for the 2019 fiscal year are estimated as follows:

Revenues	
Commodity Charge .....	\$2,439,672
<u>Interest Income .....</u>	<u>\$4,500</u>
<b>TOTAL REVENUE .....</b>	<b>\$2,444,172</b>

**Section 6: Millage Levy**

The Karegnondi Water Authority SHALL NOT cause any millage to be levied or collected on real or personal property within the district boundaries of the Karegnondi Water Authority.

**Section 7: Adoption of Budget by Reference**

The budget of the Karegnondi Water Authority is hereby adopted by reference, with revenues and activity expenditures as indicated in Section 5 of this Resolution.

**Section 8: Adoption of Budget by Activity/Department**

The Board of the Karegnondi Water Authority adopts the 2020 fiscal year budget by Activity/Department. The Karegnondi Water Authority officials responsible for the expenditures authorized in the budget may expend Karegnondi Water Authority funds up to, but not to exceed, the total appropriation authorized for each Activity/Department, and may transfer among the various line items contained in the Activity/Department appropriation.

**Section 9: 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 10: Transfer Authority**

The Chief Administrative Officer shall have the authority to make transfers among the various Activities/Departments without prior board approval, if the amount to be transferred does not exceed twenty-five percent (25%) of the appropriation item from which the transfer is to be made. The Board shall be notified at its next meeting of any such transfers made, and reserves the right to modify, amend, or nullify any such transfers made. Under no circumstances may the total budget be changed without prior approval from the Karegnondi Water Authority Board.

**Section 11: Periodic Fiscal Reports**

The Chief Administrative Officer with assistance from the Treasurer shall transmit to the Karegnondi Water Authority Board at the end of each quarter a report of financial operations, including, but not limited to:

- a. A cash balance report showing the amount of funds available in each of the various accounts.
- b. A revenue and expenditure report which shows for each Activity/Department in the various funds the original, the amended budget, and the year to date actual amounts.

**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 Karegnondi Water Authority 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 Karegnondi Water Authority 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: Payment of Bills**

All claims (bills) against the Karegnondi Water Authority that are budgeted and within the limitations of the appropriated amount budgeted in the Activity/Department in which the expense is budgeted are pre-approved for payment by the Authority Board. The Karegnondi Water Authority Treasurer and Secretary may pay these bills prior to approval by the Karegnondi Water Authority Board. The Karegnondi Water Authority Board shall receive a list of claims (bills) that were budgeted and within the limitations of each Activity/Department in which the expense is budgeted that have been paid by the Karegnondi Water Authority Treasurer and Secretary. This list shall be approved at the next regular meeting of the Karegnondi Water Authority Board. For any claims (bills) against the Karegnondi Water Authority that were not budgeted or that are in excess of the limitations of the appropriated amount budgeted in the Activity/Department in which the expense is budgeted, the Karegnondi Water Authority Board shall approve the claim (bills) prior to being paid.

**Section 15: Authorized Salary, hourly and per diem rates**

Included in the various Activities/Departments are amounts of the salary, hourly and per diem rates for the officials and employees of the Karegnondi Water Authority as follows:

Per Diem – No individual shall receive a per diem rate to attend any meeting of the Karegnondi Water Authority.

CEO – Rate established by Contract, if applicable.

Deputy CEO - Rate established by Contract, if applicable.

Secretary - Rate established by Contract, if applicable.

Deputy Secretary - Rate established by Contract, if applicable.

Treasurer - Rate established by Contract, if applicable.

Deputy Treasurer - Rate established by Contract, if applicable.

