



AGENDA
CUYAHOGA COUNTY FINANCE & BUDGETING COMMITTEE MEETING
MONDAY, FEBRUARY 6, 2012
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
1:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT RELATED TO THE AGENDA**
- 4. APPROVAL OF MINUTES FROM THE JANUARY 30, 2012 MEETING**
- 5. MATTERS REFERRED TO COMMITTEE**
 - a) R2012-0015: A Resolution approving the appropriation of funds for Year 2012 based on the Statement of Appropriation Status dated 12/31/2011, and declaring the necessity that this Resolution become immediately effective.
 - b) O2011-0056: An Ordinance establishing a General Fund Balance Reserve Policy, and declaring the necessity that this Ordinance become immediately effective.
 - c) O2011-0057: An Ordinance establishing a General Fund Balance Reserve Replenishment Plan, and declaring the necessity that this Ordinance become immediately effective.
 - d) O2011-0058: An Ordinance establishing a Health and Human Services Fund Balance Reserve Policy, and declaring the necessity that this Ordinance become immediately effective.
 - e) O2011-0059: An Ordinance establishing a Health and Human Services Fund Balance Reserve Replenishment Plan, and declaring the necessity that this Ordinance become immediately effective.

6. DISCUSSION OF 2011 YEAR-END FINANCIAL REPORT
7. MISCELLANEOUS BUSINESS
8. OTHER PUBLIC COMMENT
9. ADJOURNMENT

In accordance with Ordinance No. O2011-0020, complimentary parking for the public will be available **beginning at 4:00 p.m.** on any day when the Council or any of its committees holds evening meetings. Please see the Clerk to obtain a parking pass.



MINUTES

**CUYAHOGA COUNTY FINANCE & BUDGETING COMMITTEE MEETING
MONDAY, JANUARY 30, 2012
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
1:00 PM**

1. CALL TO ORDER

Chairman Miller called the meeting to order at 1:02 p.m.

2. ROLL CALL

The Clerk called the roll. Committee members Miller, Gallagher, Germana, Schron, Jones and Greenspan were in attendance and a quorum was determined. Councilmember Brady was also in attendance. Committee member Simon was absent.

3. APPROVAL OF MINUTES FROM THE JANUARY 17, 2012 MEETING

A motion was made by Mr. Greenspan, seconded by Mr. Germana and approved by unanimous vote to approve the minutes from the January 17, 2012 meeting.

4. PUBLIC COMMENT RELATED TO THE AGENDA

No public comments were given.

5. MATTERS REFERRED TO COMMITTEE

- a) R2011-0344: A Resolution reaffirming and approving a reduced dog license fee for spayed and neutered dogs, effective 12/1/2011; and declaring the necessity that this Resolution become immediately effective.

Mr. Wade Steen, Fiscal Officer, addressed the Committee regarding Resolution No. R2011-0344. Discussion ensued.

Committee members asked questions of Mr. Steen pertaining to the item, which he answered accordingly.

On a motion by Mr. Germana with a second by Mr. Greenspan, Resolution No. R2011-0344 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage.

- b) R2012-0014: A Resolution amending the 2011 Annual Appropriation Measure by providing for additional fiscal appropriations from the General Fund and other funding sources and for appropriation transfers between budget accounts, in order to meet the budgetary needs of various County departments, offices and agencies related to year-end close-out activities, in accordance with Resolution No. R2011-0320, and declaring the necessity that this Resolution become immediately effective.

Mr. Matt Rubino, Director of the Office of Budget & Management, addressed the Committee regarding Resolution No. R2012-0014. Discussion ensued.

Committee members asked questions of Mr. Rubino pertaining to the item, which he answered accordingly.

On a motion by Mr. Greenspan with a second by Mr. Germana, Resolution No. R2012-0014 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage.

- c) R2012-0015: A Resolution approving the appropriation of funds for Year 2012 based on the Statement of Appropriation Status dated 12/31/2011, and declaring the necessity that this Resolution become immediately effective.

Mr. Rubino addressed the Committee regarding Resolution No. R2012-0015. Discussion ensued.

Committee members asked questions of Mr. Rubino pertaining to the item, which he answered accordingly.

Chairman Miller postponed Resolution No. R2012-0015 from further consideration at this time.

6. MISCELLANEOUS BUSINESS

- a) Presentation on 2011 year-end financial status for Cuyahoga County – Wade Steen, Fiscal Officer, and Matt Rubino, Director of the Office of Budget and Management

Mr. Rubino addressed the Committee regarding the 2011 year-end financial status for Cuyahoga County. Discussion ensued.

Committee members asked questions of Mr. Rubino pertaining to the item, which he answered accordingly.

- b) Update regarding the preparation of the "People's Budget" summary

Mr. Rubino addressed the Committee regarding the preparation of the "People's Budget," a concise, plain-language, graphically represented summary of the County budget. Discussion ensued.

Committee members asked questions of Mr. Rubino pertaining to the item, which he answered accordingly.

- c) Update regarding the progress of research on Reserves Policy

Mr. Steen addressed the Committee regarding the progress of research on Reserves Policy. Discussion ensued.

Committee members asked questions of Mr. Steen pertaining to the item, which he answered accordingly.

- d) Discussion and decision regarding the necessity of Finance & Budgeting meeting scheduled for February 6, 2012

Chairman Miller announced that the February 6, 2012 Finance & Budgeting Committee meeting will be held as scheduled.

7. OTHER PUBLIC COMMENT

No public comments were given.

8. ADJOURNMENT

With no further business to discuss and on a motion by Mr. Germana with a second by Mr. Greenspan, the meeting was adjourned at 2:26 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0015

Sponsored by: County Executive FitzGerald/Fiscal Officer/Office of Budget & Management	A Resolution approving the appropriation of funds for Year 2012 based on the Statement of Appropriation Status dated 12/31/2011, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Fiscal Officer/Office of Budget & Management, recommends the appropriation of funds for Year 2012 based on the attached Statement of Appropriation Status dated 12/31/2011 for: a) free balances for grants and capital projects, b) encumbrances for grants and capital projects, and c) encumbrances for all other funds; and,

WHEREAS, pursuant to R.C. 5705.38, each year the County must appropriate funds for each of its non-trust and agency accounts; and,

WHEREAS, the County appropriates the full amount of a grant or capital project when it is first identified; and,

WHEREAS, the free balance (the unexpended and unencumbered appropriation) is then appropriated each following year until the grant or capital project is completed; and,

WHEREAS, encumbrances for capital projects, grant funds and all other funds must also be appropriated and these encumbrances represent payments in process or contract in place at the end of the year that span more than one (1) calendar year; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue without interruption, and to provide for the usual, daily operation of county departments.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. The County Council hereby approves the appropriation of funds for Year 2012 based on the attached Statement of Appropriation Status dated 12/31/2011 for: a) free balances for grants and capital projects, b) encumbrances for grants and capital projects, and c) encumbrances for all other funds.

SECTION 2. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue without interruption, and to provide for the usual, daily operation of the County. Provided

that this Resolution receives the affirmative vote of at least eight members of County Council, this Resolution shall become immediately effective upon the signature of the County Executive; otherwise, it shall be in full force and effect from and immediately after the earliest time permitted by law.

SECTION 3. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Resolution was duly adopted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 24, 2012

Committee(s) Assigned: Finance & Budgeting

Journal _____
_____, 2012

County Council of Cuyahoga County, Ohio

Ordinance No. O2011-0056

Sponsored by: Councilmember Greenspan	An Ordinance establishing a General Fund Balance Reserve Policy, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, the Cuyahoga County Charter provides for the transition, effective January 1, 2011, to a county governed by an elected County Executive and an eleven member elected County Council; and,

WHEREAS, the County Council has the power to establish by ordinance establishing a General Fund Balance Reserve Policy; and,

WHEREAS, the County Council has, through the 2012-2013 Budget Goals, indicated striving to achieve a goal of an unreserved fund balance of 25% (twenty-five percent) reserve balance to current year expenditure ratio of the General Fund as an undedicated General Fund reserve; and,

WHEREAS, a formal reserve policy is recommended by various finance and accounting professional organizations and independent bond rating agencies; and,

WHEREAS, it is recognized by the Government Accounting Standards Board and the Government Finance Officers Association that it is prudent for local government entities to establish a formal reserve policy for General Operating Funds; and,

WHEREAS, it is necessary that this Ordinance become immediately effective in order that critical services provided by Cuyahoga County can continue and to continue the usual and daily operation of the County.

NOW, THEREFORE, BE IT ENACTED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. The County Council hereby establishes a 25% (twenty-five percent) (*current protocol*) of the General Fund as an undedicated General Fund reserve of the current fiscal period's ongoing budgeted operating expenditures as a General Fund reserve.

SECTION 2. The reserve may only be used to stabilize revenues, mitigate a projected deficit in the current operating period, retire or defease

outstanding bonds or notes of the County, fund one-time or unanticipated expenditures and pay judgments.

SECTION 3. An affirmative vote of eight members of the County Council is required to reduce the approved General Fund reserve policy.

SECTION 4. Effective Date. It is necessary that this Ordinance become immediately effective in order that critical services being provided by Cuyahoga County can continue without interruption, and to continue the usual daily operation of the County. Provided that this Ordinance receives the affirmative vote of eight members of the County Council, this Ordinance shall become immediately effective upon signature of the County Executive.

SECTION 5. It is found and determined that all formal actions of this Council meeting and relating to the adoption of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Ordinance was duly enacted.

Yeas:

Nays:

County Council President Date

County Executive Date

Clerk of Council Date

First Reading/Referred to Committee: December 6, 2011

Committee(s) Assigned: Finance & Budgeting

Journal _____
_____, 2011

County Council of Cuyahoga County, Ohio

Ordinance No. O2011-0057

Sponsored by: Councilmember Greenspan	An Ordinance establishing a General Fund Balance Reserve Replenishment Plan, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, the Cuyahoga County Charter provides for the transition, effective January 1, 2011, to a county governed by an elected County Executive and an eleven member elected County Council; and,

WHEREAS, the County Council has the power to establish by ordinance establishing a General Fund Balance Reserve Replenishment Plan; and,

WHEREAS, the County Council has, through the 2012-2013 Budget Goals, indicated it is desirous of replenishing the General Fund Balance Reserve should the County Council vote to use any such funds; and,

WHEREAS, a formal reserve replenishment policy may be looked upon favorably by various debt rating agencies; and,

WHEREAS, it is recognized that it is prudent to establish a formal reserve replenishment policy; and,

WHEREAS, it is necessary that this Ordinance become immediately effective in order that critical services provided by Cuyahoga County can continue and to continue the usual and daily operation of the County.

NOW, THEREFORE, BE IT ENACTED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. If the General Fund Reserve is not at the level stated in General Fund Balance Reserve Ordinance then that fund shall be replenished at the rate of 100% (one-hundred percent) of any excess in stated General Fund Revenue realized in the then approved year operating budget.

SECTION 2. If the General Fund Reserve is not at the level stated in General Fund Balance Reserve Ordinance then that fund shall be replenished from the proceeds of the sale of county property.

SECTION 3. If the General Fund Reserve is not at the level stated in General Fund Balance Reserve Ordinance then that fund shall be replenished from the subsequent years operating budget.

SECTION 4. Effective Date. It is necessary that this Ordinance become immediately effective in order that critical services being provided by Cuyahoga County can continue without interruption, and to continue the usual daily operation of the County. Provided that this Ordinance receives the affirmative vote of eight members of the County Council, this Ordinance shall become immediately effective upon signature of the County Executive.

SECTION 5. It is found and determined that all formal actions of this Council meeting and relating to the adoption of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Ordinance was duly enacted.

Yeas:

Nays:

County Council President Date

County Executive Date

Clerk of Council Date

First Reading/Referred to Committee: December 6, 2011

Committee(s) Assigned: Finance & Budgeting

Journal _____
_____, 2011

County Council of Cuyahoga County, Ohio

Ordinance No. O2011-0058

Sponsored by: Councilmember Greenspan	An Ordinance establishing a Health and Human Services Fund Balance Reserve Policy, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, the Cuyahoga County Charter provides for the transition, effective January 1, 2011, to a county governed by an elected County Executive and an eleven member elected County Council; and

WHEREAS, the County Council has the power to establish by ordinance establishing a Health and Human Services Fund Balance Reserve Policy; and,

WHEREAS, the County Council has, through the 2012-2013 Budget Goals, indicated striving to achieve a goal of an unreserved fund balance of 15% (fifteen percent) reserve balance to current year expenditure ratio of the Health and Human Services Fund as an undedicated Health and Human Services Fund reserve; and,

WHEREAS, a formal reserve policy is recommended by various finance and accounting professional organizations and independent bond rating agencies; and,

WHEREAS, it is recognized by the Government Accounting Standards Board and the Government Finance Officers Association that it is prudent for local government entities to establish a formal reserve policy for Health and Human Services Operating Funds; and,

WHEREAS, it is necessary that this Ordinance become immediately effective in order that critical services provided by Cuyahoga County can continue and to continue the usual and daily operation of the County.

NOW, THEREFORE, BE IT ENACTED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. The County Council hereby establishes a 15% (fifteen percent) of the Health and Human Services Fund as an undedicated Health and Human Services Fund reserve of the current fiscal period's ongoing budgeted operating expenditures as a Health and Human Services Fund reserve.

SECTION 2. The reserve may only be used to stabilize revenues, mitigate a projected deficit in the current operating period, retire or defease outstanding bonds or notes of the County, fund one-time or unanticipated expenditures and pay judgments.

SECTION 3. An affirmative vote of eight members of the County Council is required to reduce the approved Health and Human Services Fund reserve policy.

SECTION 4. Effective Date. It is necessary that this Ordinance become immediately effective in order that critical services being provided by Cuyahoga County can continue without interruption, and to continue the usual daily operation of the County. Provided that this Ordinance receives the affirmative vote of eight members of the County Council, this Ordinance shall become immediately effective upon signature of the County Executive.

SECTION 5. It is found and determined that all formal actions of this Council meeting and relating to the adoption of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Ordinance was duly enacted.

Yeas:

Nays:

County Council President Date

County Executive Date

Clerk of Council Date

First Reading/Referred to Committee: December 6, 2011
Committee(s) Assigned: Finance & Budgeting

Journal _____
_____, 2011

County Council of Cuyahoga County, Ohio

Ordinance No. O2011-0059

Sponsored by: Councilmember Greenspan	An Ordinance establishing a Health and Human Services Fund Balance Reserve Replenishment Plan, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, the Cuyahoga County Charter provides for the transition, effective January 1, 2011, to a county governed by an elected County Executive and an eleven member elected County Council; and,

WHEREAS, the County Council has the power to establish by ordinance establishing a Health and Human Services Fund Balance Reserve Replenishment Plan; and,

WHEREAS, the County Council has, through the 2012-2013 Budget Goals, indicated it is desirous of replenishing the Health and Human Services Fund Balance Reserve should the County Council vote to use any such funds; and,

WHEREAS, a formal reserve replenishment policy may be looked upon favorably by various debt rating agencies; and,

WHEREAS, it is recognized that it is prudent to establish a formal reserve replenishment policy; and,

WHEREAS, it is necessary that this Ordinance become immediately effective in order that critical services provided by Cuyahoga County can continue and to continue the usual and daily operation of the County

NOW, THEREFORE, BE IT ENACTED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. If the Health and Human Services Fund Reserve is not at the level stated in Health and Human Services Fund Balance Reserve Ordinance then that fund shall be replenished at the rate of 100% (one-hundred percent) of any excess in stated Health and Human Services Revenue realized in the then approved year operating budget.

SECTION 2. If the Health and Human Services Fund Reserve is not at the level stated in Health and Human Services Fund Balance Reserve Ordinance then that fund shall be replenished from the proceeds of the sale of county property.

SECTION 3. If the Health and Human Services Fund Reserve is not at the level stated in Health and Human Services Fund Balance Reserve Ordinance then that fund shall be replenished from the General Fund Reserve.

SECTION 4. If the Health and Human Services Fund Reserve is not at the level stated in Health and Human Services Fund Balance Reserve Ordinance then that fund shall be replenished from the subsequent years operating budget.

SECTION 5. Effective Date. It is necessary that this Ordinance become immediately effective in order that critical services being provided by Cuyahoga County can continue without interruption, and to continue the usual daily operation of the County. Provided that this Ordinance receives the affirmative vote of eight members of the County Council, this Ordinance shall become immediately effective upon signature of the County Executive. .

SECTION 6. It is found and determined that all formal actions of this Council meeting and relating to the adoption of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Ordinance was duly enacted.

Yeas:

Nays:

County Council President Date

County Executive Date

Clerk of Council Date

First Reading/Referred to Committee: December 6, 2011
Committee(s) Assigned: Finance & Budgeting

Journal _____
_____, 2011