



**AGENDA**  
**CUYAHOGA COUNTY FINANCE & BUDGETING COMMITTEE MEETING**  
**MONDAY, SEPTEMBER 9, 2013**  
**CUYAHOGA COUNTY JUSTICE CENTER**  
**COUNCIL CHAMBERS – 1<sup>ST</sup> FLOOR**  
**1:00 PM**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT RELATED TO THE AGENDA**
- 4. APPROVAL OF MINUTES FROM THE AUGUST 19, 2013 MEETING**
- 5. PRESENTATION AND DISCUSSION OF SECOND QUARTER UPDATE REGARDING COUNTY FINANCES**
- 6. MATTERS REFERRED TO COMMITTEE**
  - a) R2013-0172: A Resolution making an award on RQ27791 to KeyBank Inc. for various banking and treasury services, including implementation of the County's College Savings Account Program, for the period 8/24/2013 - 8/23/2017; and declaring the necessity that this Resolution become immediately effective.
  - b) R2013-0192: A Resolution amending the 2012/2013 Biennial Operating Budget for 2013 by providing for an additional fiscal appropriation from the General Fund in order to meet the budgetary needs of a County department; and declaring the necessity that this Resolution become immediately effective.
- 7. MISCELLANEOUS BUSINESS**
- 8. OTHER PUBLIC COMMENT**

## 9. ADJOURNMENT

\*In accordance with Section 108.01 of the Cuyahoga County Code, complimentary parking in the Huntington Park Garage will be available for the public on any day when the Council or any of its committees holds meetings. Please see the Clerk to obtain a parking pass.



## MINUTES

CUYAHOGA COUNTY FINANCE & BUDGETING COMMITTEE MEETING  
MONDAY, AUGUST 19, 2013  
CUYAHOGA COUNTY JUSTICE CENTER  
COUNCIL CHAMBERS – 1<sup>ST</sup> FLOOR  
1:00 PM

1. CALL TO ORDER

**Chairman Miller called the meeting to order at 1:05 p.m.**

2. ROLL CALL

**Mr. Miller asked Assistant Deputy Clerk Carter to call the roll. Committee members Miller, Gallagher, Jones, Connally, Greenspan and Schron were in attendance and a quorum was determined. Committee member Brady entered the meeting shortly after the roll call was taken. Councilmember Simon was also in attendance.**

3. PUBLIC COMMENT RELATED TO THE AGENDA

**No public comments were given.**

4. APPROVAL OF MINUTES FROM THE AUGUST 5, 2013 MEETING

**No public comments were given.**

5. MATTERS REFERRED TO COMMITTEE

- a) R2013-0175: A Resolution amending the 2012/2013 Biennial Operating Budget for 2013 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts, and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices, and agencies; and declaring the necessity that this Resolution become immediately effective.

**Mr. Matthew Rubino, Director of the Office of Budget and Management; Mr. Hugh Shannon, Administrator of the Office of the Medical Examiner; Mr. Frank Bova, Sheriff; Mr. Mike Chambers, Fiscal Officer for the Department of Public Works; Ms. Beth Supan, Fiscal Officer for the Sheriff's Department; Mr. Michael King, Assistant Law Director; Mr. Wade Steen, Fiscal Officer; and Mr. Kenneth Surratt, Special Assistant to County Executive FitzGerald, addressed the Committee regarding Resolution No. R2013-017. Discussion ensued.**

**Committee members and Councilmembers asked questions of Mr. Rubino, Mr. Shannon, Sheriff Bova, Mr. Chambers, Ms. Supan, Mr. King, Mr. Steen and Mr. Surratt pertaining to the item, which they answered accordingly.**

**A motion was then made by Ms. Connally, seconded by Mr. Greenspan and approved by unanimous vote to amend Resolution No. R2013-0175 by deleting "Item H" relating to the College Savings Program in Section 1.**

**On a motion by Mr. Schron with a second by Ms. Connally, Resolution No. R2013-0175 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules, as amended.**

- b) R2013-0180: A Resolution authorizing an agreement with State of Ohio, Office of the Auditor in the amount not-to-exceed \$647,800.00 for an annual audit for Calendar Year 2012 for the period 4/30/2013 - 12/31/2013; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

**Mr. Steen addressed the Committee regarding Resolution No. R2013-0180. Discussion ensued.**

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

**On a motion by Mr. Schron with a second by Mr. Greenspan, Resolution No. R2013-0180 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.**

- c) O2013-0019: An Ordinance amending Sections 704.01 to 704.03 of the Cuyahoga County Code to designate that the Additional DTAC Fee commence on 1/1/2014 and continue through 12/31/2018, and declaring the necessity that this Ordinance become immediately effective.

**Mr. Steen and Mr. Gus Frangos, President and General Counsel of the Cuyahoga County Land Reutilization Corp., addressed the Committee regarding Ordinance No. O2013-0019. Discussion ensued.**

**Committee members and Councilmembers asked questions of Mr. Steen and Mr. Frangos pertaining to the item, which they answered accordingly.**

**No further legislative action was taken on Ordinance No. O2013-0019.**

- d) O2013-0021: An Ordinance enacting Chapter 713 of the Cuyahoga County Code to establish various dog license fees, effective 12/1/2013; and declaring the necessity that this Ordinance become immediately effective.

**Mr. Steen addressed the Committee regarding Ordinance No. O2013-0021. Discussion ensued.**

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

**A motion was made by Mr. Miller, seconded by Mr. Brady and approved by unanimous vote to amend Ordinance No. O2013-0021 by inserting "*Effective December 1, 2013*" in Section 713.01, deleting "*Section 2*" and renumbering the subsequent section.**

**A motion was then made by Mr. Miller, seconded by Mr. Gallagher and approved by unanimous vote to amend Ordinance No. O2013-0021 by deleting ".10" and inserting "10" and deleting ".30" and inserting "30" in Section 713.01(E).**

**On a motion by Mr. Greenspan with a second by Ms. Connally, Ordinance No. O2013-0021 was referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules, as amended.**

## **6. MISCELLANEOUS BUSINESS**

- a) Presentation of source document for financial policies draft

**Mr. Miller addressed the Committee regarding the source document for the financial policies draft.**

- b) Discussion regarding infrastructure proposal for municipalities

**Mr. Steen and Mr. Nathan Kelly, Deputy Chief of Staff for Development, addressed the Committee regarding the Committee regarding the infrastructure proposal for municipalities. Discussion ensued.**

**Committee members and Councilmembers asked questions of Mr. Steen and Mr. Kelly pertaining to the item, which they answered accordingly.**

**Mr. Miller announced that the Finance & Budgeting Committee is tentatively scheduled to meet on Monday, September 10, 2013 at 1:00 p.m. and Monday, September 30, 2013 at 1:00 p.m.**

**7. OTHER PUBLIC COMMENT**

**No public comments were given.**

**8. ADJOURNMENT**

**With no further business to discuss and on a motion by Ms. Connally with a second by Mr. Brady, the meeting was adjourned at 2:58 p.m., without objection.**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2013-0172

Sponsored by: <b>County Executive FitzGerald/Fiscal Officer/County Treasurer</b>	<b>A Resolution</b> making an award on RQ27791 to KeyBank Inc. for various banking and treasury services, including implementation of the County's College Savings Account Program, for the period 8/24/2013 - 8/23/2017; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Fiscal Officer/County Treasurer have recommended an award on RQ27791 to KeyBank Inc. for various banking and treasury services, including depository and lockbox services, travel card services, procurement card services and implementation of the County's College Savings Account Program, for the period 8/24/2013 – 8/23/2017; and,

WHEREAS, KeyBank Inc. has agreed to establish the College Savings Account Program in accordance with Section 804.02 of the Cuyahoga County Code; and,

WHEREAS, the expenses for all the aforementioned banking and treasury services depend on volume, but are reasonably anticipated to be approximately \$255,000.00 annually; and,

WHEREAS, the cost of providing a \$100.00 seed investment per eligible student for the College Savings Account Program depends on volume, but is anticipated not-to-exceed \$1,700,000.00 in the first year of the program; and,

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ27791 to KeyBank Inc. for various banking and treasury services, including implementation of the County's College Savings Account Program, for the period 8/24/2013 – 8/23/2017.

**SECTION 2.** That the Cuyahoga County Council hereby authorizes the County Treasurer to deposit an amount not-to-exceed \$1,700,000.00 with KeyBank Inc. to make \$100.00 seed investments for each eligible student, as defined in Section 804.02

of the Cuyahoga County Code. This deposit shall fund the first year of the College Savings Account Program, and all subsequent deposits shall be authorized by Resolution of Council.

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** 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: July 23, 2013

Committee(s) Assigned: Finance & Budgeting and Education, Environment & Sustainability



Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

# [PROPOSED SUBSTITUTE RESOLUTION]

## County Council of Cuyahoga County, Ohio

### Resolution No. R2013-0172

Sponsored by: <b>County Executive FitzGerald/Fiscal Officer/County Treasurer</b>	<b>A Resolution</b> making an award on RQ27791 to KeyBank Inc. for various banking and treasury services for the period 8/24/2013 - 8/23/2017; authorizing the County Executive to execute the contract and all related documents; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Fiscal Officer/County Treasurer have recommended an award on RQ27791 to KeyBank Inc. for the period 8/24/2013 – 8/23/2017 for various banking and treasury services, including the following:

- (1) Depository and treasury management services;
- (2) Positive pay services;
- (3) Account reconciliation services;
- (4) Web access to account information;
- (5) Web wire service - incoming and outgoing;
- (6) Wire transfer service- incoming and outgoing;
- (7) Zero balance account service;
- (8) Controlled disbursement;
- (9) Image service;
- (10) CD ROM imaging (front and back) of all cleared checks;
- (11) Retail lockbox service – high speed & low speed processing;
- (12) Automated clearing house services – incoming and outgoing;
- (13) Debit filters and blocks;
- (14) Branch services – county warrant cashing for non-bank customers;
- (15) Cash vault services – cash deposits via armored courier;
- (16) Electronic deposit services – image cash letter;
- (17) Electronic data interchange information services;
- (18) Limited international banking service – wires and international check deposits;
- (19) Earned credit rate credits to offset service charges;
- (20) Procurement card services;
- (21) Corporate credit card services; and
- (22) Key Accounts Manager services and other custom services for the County's College Savings Account Program.

WHEREAS, the expenses for all the aforementioned banking and treasury services depend on volume, but are reasonably anticipated to be approximately \$255,000.00 annually; and,

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ27791 to KeyBank Inc. for the period 8/24/2013 – 8/23/2017 for various banking and treasury services, including the following:

- (1) Depository and treasury management services;
- (2) Positive pay services;
- (3) Account reconciliation services;
- (4) Web access to account information;
- (5) Web wire service - incoming and outgoing;
- (6) Wire transfer service- incoming and outgoing;
- (7) Zero balance account service;
- (8) Controlled disbursement;
- (9) Image service;
- (10) CD ROM imaging (front and back) of all cleared checks;
- (11) Retail lockbox service – high speed & low speed processing;
- (12) Automated clearing house services – incoming and outgoing;
- (13) Debit filters and blocks;
- (14) Branch services – county warrant cashing for non-bank customers;
- (15) Cash vault services – cash deposits via armored courier;
- (16) Electronic deposit services – image cash letter;
- (17) Electronic data interchange information services;
- (18) Limited international banking service – wires and international check deposits;
- (19) Earned credit rate credits to offset service charges;
- (20) Procurement card services;
- (21) Corporate credit card services; and
- (22) Key Accounts Manager services and the development of additional custom services for the County’s College Savings Account Program.

**SECTION 2.** That the County Executive is authorized to execute a contract and all related documents consistent with this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council,

it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** 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: July 23, 2013  
 Committee(s) Assigned: Finance & Budgeting and Education, Environment & Sustainability

Journal \_\_\_\_\_  
 \_\_\_\_\_, 20\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2013-0192

Sponsored by: <b>County Executive FitzGerald/Fiscal Officer/Office of Budget &amp; Management</b>	<b>A Resolution</b> amending the 2012/2013 Biennial Operating Budget for 2013 by providing for an additional fiscal appropriation from the General Fund in order to meet the budgetary needs of a County department; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, on December 11, 2012, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program Update for 2013 (Resolution No. R2012-0232) establishing the 2013 biennial budget update for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2013 to reflect a budgetary funding increase in order to accommodate the operational needs of a County department; and

WHEREAS, it is further necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

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

**SECTION 1.** That the 2012/2013 Biennial Operating Budget for 2013 be amended to provide for the following additional appropriation increases:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
H. 01A001 – General Fund SV102053 – College Savings Program	<b>BA1301337</b>
Personal Services \$ 75,400.00	
Other Expenses \$ 1,874,600.00	

Funding Source: General Fund.

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of

Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed 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: August 27, 2013

Committee(s) Assigned: Finance & Budgeting

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_