



## **MINUTES**

**CUYAHOGA COUNTY FINANCE & BUDGETING COMMITTEE MEETING**

**MONDAY, MARCH 5, 2012**

**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 1:08 p.m.**

**2. ROLL CALL**

**The Clerk called the roll. Committee members Miller, Gallagher, Germana, Jones and Greenspan were in attendance and a quorum was determined. Committee member Simon entered the meeting shortly after the roll call was taken. Committee member Schron was absent from the meeting.**

**3. PUBLIC COMMENT RELATED TO THE AGENDA**

**No public comments were given.**

**4. APPROVAL OF MINUTES FROM THE FEBRUARY 21, 2012 MEETING**

**A motion was made by Mr. Greenspan, seconded by Mr. Jones and approved by unanimous vote to approve the minutes from the February 21, 2012 meeting.**

**5. DISCUSSION OF THE 2011 YEAR-END FINANCIAL REPORT**

**Mr. Matt Rubino, Director of the Office of Budget and Management, addressed the Committee regarding the 2011 Year-end Financial Report. Discussion ensued.**

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

## 6. MATTERS REFERRED TO COMMITTEE

- a) R2012-0035: A Resolution amending the 2012/2013 Biennial Operating Budget for 2012 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. Rubino, Mr. Wade Steen, Fiscal Officer, Mr. Nathan Kelly, Deputy Chief of Staff for Economic Development, and Mr. Larry Benders, Director of Development, addressed the Committee regarding Resolution No. R2012-0035. Discussion ensued.**

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

**On a motion by Ms. Simon, with a second by Mr. Germana, Resolution No. R2012-0035 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 rules.**

- b) O2011-0056: An Ordinance establishing a General Fund, Fund Balance Reserve Policy and Replenishment Plan, and declaring the necessity that this Ordinance become immediately effective.

**A motion was made by Mr. Miller with a second by Mr. Germana and approved by unanimous vote to amend Sections 3 and 4 of Ordinance No. O2011-0056 to read**

### **SECTION 3**

***A. Any legislation that results in reducing General Fund reserves below the twenty-five percent (25%) threshold shall contain a provision authorizing the use of reserves.***

***B. The County Executive, with the assistance of the Director of Budget and Management, shall inform the Council, with at least on hundred twenty (120) days' notice whenever possible, whenever the County has obligations that would reasonably be expected to result in the General Fund reserve declining below the twenty-five percent (25%) threshold.***

***C. At any other time that the Council determines that the use of General Fund reserves within the twenty-five percent (25%) threshold is needed for one or more of the reasons provided for in Section 2, the Council shall by resolution, authorize the use of such reserves.***

#### **SECTION 4**

***Not later than one hundred twenty (120) days after the enactment of legislation containing the authorization described in Section 3A, receipt of notification as described in Section 3B, or enactment of a resolution as provided for in Section 3C, the Council shall, in cooperation with the County Executive, enact a General Fund Reserve Replenishment Plan, which shall include all of the following:***

***A. An estimate of the extent to which reserves within the twenty-five percent (25%) threshold shall need to be expended;***

***B. A timetable for restoring the General Fund Reserve to the twenty-five percent (25%) threshold or greater; and***

***C. The ways and means to be used to replenish the General Fund Reserve. Following enactment of a General Fund Reserve Replenishment Plan, the County Council shall monitor performance under the plan on at least a quarterly basis and amend the plan as needed to respond to changing circumstances.***

**Ordinance No. O2011-0056 was postponed from further consideration at this time.**

- c) O2011-0058: An Ordinance establishing a Health and Human Services Levy Fund, Fund Balance Reserve Policy and Replenishment Plan, and declaring the necessity that this Ordinance become immediately effective.

**A motion was made by Mr. Miller, seconded by Mr. Gallagher and approved by unanimous vote to amend Sections 3 and 4 of Ordinance No. O2011-0058 to read:**

#### **SECTION 3**

***A. Any legislation that results in reducing Health and Human Services Levy Fund reserves below the fifteen percent (15%) threshold shall contain a provision authorizing the use of reserves.***

***B. The County Executive, with the assistance of the Director of Budget and Management, shall inform the Council, with at least on hundred twenty (120) days' notice whenever possible, whenever the County has obligations that would reasonably be expected to result in the Health and Human Services Levy Fund reserve declining below the fifteen percent (15%) threshold.***

***C. At any other time that the Council determines that the use of Health and Human Services Levy Fund reserves within the fifteen percent (15%) threshold is needed for one or more of the reasons provided for in Section 2, the Council shall by resolution, authorize the use of such reserves.***

#### **SECTION 4**

***Not later than one hundred twenty (120) days after the enactment of legislation containing the authorization described in Section 3A, receipt of notification as described in Section 3B, or enactment of a resolution as provided for in Section 3C, the Council shall, in cooperation with the County Executive, enact a Health and Human Services Levy Fund Reserve Replenishment Plan, which shall include all of the following:***

***A. An estimate of the extent to which reserves within the fifteen percent (15%) threshold shall need to be expended;***

***B. A timetable for restoring the Health and Human Services Levy Fund Reserve to the fifteen percent (15%) threshold or greater; and***

***C. The ways and means to be used to replenish the Health and Human Services Levy Fund Reserve.***

***Following enactment of a Health and Human Services Levy Fund Reserve Replenishment Plan, the County Council shall monitor performance under the plan on at least a quarterly basis and amend the plan as needed to respond to changing circumstances.***

**Ordinance No. O2011-0058 was postponed from further consideration at this time.**

#### **7. MISCELLANEOUS BUSINESS**

**Chairman Miller requested information from Mr. Rubino regarding intended legislation pertaining to the budget.**

**Chairman Miller announced that the next meeting of the Finance & Budgeting Committee would take place on Monday, April 2, 2012.**

#### **8. OTHER PUBLIC COMMENT**

**No public comments were given.**

#### **9. ADJOURNMENT**

**With no further business to discuss and on a motion by Ms. Simon with a second by Mr. Germana, the meeting was adjourned at 2:44 p.m., without objection.**