



**AGENDA**  
**CUYAHOGA COUNTY FINANCE & BUDGETING COMMITTEE SPECIAL MEETING**  
**TUESDAY, FEBRUARY 21, 2012**  
**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 FEBRUARY 6, 2012 MEETING**
- 5. DISCUSSION OF 2011 YEAR-END FINANCIAL REPORT**
- 6. MATTERS REFERRED TO COMMITTEE**
  - a) O2011-0056: An Ordinance establishing a General Fund, Fund Balance Reserve Policy and Replenish Plan, and declaring the necessity that this Ordinance become immediately effective.
  - b) O2011-0058: An Ordinance establishing a Health and Human Services Fund, Fund Balance Reserve Policy and Replenish Plan, and declaring the necessity that this Ordinance become immediately effective.
- 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, FEBRUARY 6, 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 1:07 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. Committee member Simon entered the meeting shortly after the roll call was taken.**

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

**No public comments were given.**

**4. APPROVAL OF MINUTES FROM THE JANUARY 30, 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 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.

**Mr. Matt Rubino, Director of the Office of Budget & Management, 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.**

**On a motion by Mr. Schron with a second by Mr. Germana, Resolution No. R2012-0015 was considered and approved by unanimous vote to be referred to the full Council agenda for consideration with a recommendation for passage.**

- 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.

**Chairman Miller announced that Ordinance Nos. O2011-0056, O2011-0057, O2011-0058 and O2011-0059 would be heard and considered collectively.**

**Councilmember Greenspan; Mr. Wade Steen, Fiscal Officer; Mr. Rubino and Mr. Rick Werner, Director of Health and Human Services, addressed the Committee regarding Ordinance Nos. O2011-0056, O2011-0057, O2011-0058 and O2011-0059. Discussion ensued.**

**Committee members asked questions of Mr. Greenspan, Mr. Steen, Mr. Rubino and Mr. Werner, which they answered accordingly.**

**Mr. Greenspan introduced a substitute Ordinance No. O2011-0056.**

**A motion was made by Ms. Simon, seconded by Mr. Jones and approved by unanimous vote to amend the proposed substitute Ordinance No. O2011-0056 by deleting Section 3 and renumbering subsequent sections.**

**A motion was made by Mr. Greenspan, seconded by Mr. Germana and approved by unanimous vote, to accept the proposed substitute to Ordinance No. O2011-0056 as the official version before the Committee, as amended.**

**Mr. Greenspan introduced a substitute Ordinance No. O2011-0058.**

**A motion was made by Mr. Greenspan, seconded by Mr. Germana and approved by unanimous vote, to amend substitute Ordinance No. O2011-0058 by deleting Section 3 and renumbering subsequent sections, and to accept the proposed substitute as the official version before the Committee.**

**Chairman Miller postponed Ordinance Nos. O2011-0056, O2011-0057, O2011-0058 and O2011-0059 from further consideration at this time.**

6. DISCUSSION OF 2011 YEAR-END FINANCIAL REPORT

**Mr. Rubino distributed materials to the Committee pertaining to the 2011 Year-end Financial Report.**

**Chairman Miller postponed discussion of the 2011 Year-end Financial Report until the next meeting of the Finance & Budgeting Committee.**

7. MISCELLANEOUS BUSINESS

**Chairman Miller announced that the next meeting of the Finance & Budgeting Committee will take place on February 21, 2012 at 1:00 p.m.**

8. OTHER PUBLIC COMMENT

**No public comments were given.**

9. ADJOURNMENT

**With no further business to discuss and on a motion by Mr. Germana with a second by Chairman Miller, the meeting was adjourned at 2:27 p.m., without objection.**

# County Council of Cuyahoga County, Ohio

## Ordinance No. O2011-0056

Sponsored by: <b>Councilmember Greenspan</b>	<b>An Ordinance</b> establishing a General Fund, Fund Balance Reserve Policy and Replenish 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 a General Fund, Fund Balance Reserve Policy and Replenish Plan; and,

WHEREAS, the County Council has, through the 2012-2013 Biennial Budget Goals, strived 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, fund balance reserve; and,

WHEREAS, the County Council is desirous of replenishing the General Fund, Fund Balance Reserve should the County Council vote to use any such funds; and,

WHEREAS, a formal reserve policy and a replenishment plan 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) of the General Fund as an undedicated General Fund, fund balance

reserve of the current fiscal period's ongoing budgeted operating expenditures as a General Fund, fund balance 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.** If the General Fund, Fund Balance Reserve level is below the stated 25% threshold then that fund shall be replenished at the rate of 100% (one-hundred percent) of the amount utilized below the 25% threshold.

**SECTION 4.** A replenishment plan shall be submitted concurrently with any proposal that would cause the General Fund, Fund Balance Reserve to be below the 25% General Fund, Fund Balance Reserve threshold.

**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

# County Council of Cuyahoga County, Ohio

## Ordinance No. O2011-0058

Sponsored by: <b>Councilmember Greenspan</b>	<b>An Ordinance</b> establishing a Health and Human Services Fund, Fund Balance Reserve Policy and Replenish 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 a Health and Human Services Fund Balance Reserve Policy and Replenishment Plan; and,

WHEREAS, the County Council has, through the 2012-2013 Biennial Budget Goals, indicated strived 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, fund balance reserve; and,

WHEREAS, the County Council is desirous of replenishing the Health and Human Services Fund, Fund Balance Reserve should the County Council vote to use any such funds; and,

WHEREAS, a formal reserve policy and a replenishment plan 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, fund balance reserve of the current fiscal period's ongoing budgeted operating expenditures as a Health and Human Services Fund, fund balance 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.** If the Health and Human Services Fund, Fund Balance Reserve level is below the stated 15% threshold then that fund shall be replenished at the rate of 100% (one-hundred percent) of the amount utilized below the 15% threshold.

**SECTION 4.** A replenishment plan shall be submitted concurrently with any proposal that would cause the Health and Human Services Fund, Fund Balance Reserve to be below the 15% Health and Human Services Fund, Fund Balance Reserve threshold.

**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