

Funding Source: Funding for the pedestrian and bicycle bridge will come from future debt issuance, State grant, the City of Cleveland and Hotel project funds, if available. Temporary use of reserves.

D. 40A069 – Capital Projects Future Debt Issuance	BA1400356
CC768531 – Hunter Building and Men’s Shelter	
Personal Services	\$253,513.00
Other Expenses	\$106,936.00
Capital Outlays	\$2,788,643.00

Funding Source: Funding for the men’s shelter roof will come from future debt issuance. Temporary use of reserves.

d) Preliminary Second Quarter Financial Report

6. MATTERS REFERRED TO COMMITTEE

- a) R2014-0176: A Resolution making an award on RQ27440 to AT&T Corp. in the amount not-to-exceed \$4,300,000.00 for Voice over Internet Protocol provider services for the period 7/1/2014 - 12/31/2018; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

- b) O2014-0021: An Ordinance amending Chapter 701 of the Cuyahoga County Code by adding Sections 701.06 and 701.07 to establish guidelines for the County’s investment policy and financial reporting requirements for Cuyahoga County.

7. MISCELLANEOUS BUSINESS

8. OTHER PUBLIC COMMENT

9. ADJOURNMENT

*Please see the Clerk to obtain a complimentary parking pass.



MINUTES

CUYAHOGA COUNTY FINANCE & BUDGETING COMMITTEE MEETING
MONDAY, JULY 21, 2014
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
1:00 PM

1. CALL TO ORDER

Chairman Miller called the meeting to order at 1:04 p.m.

2. ROLL CALL

Mr. Miller asked Ms. Culek to call the roll. Committee members Miller, Jones, Connally and Brady were in attendance and a quorum was determined. Committee member Schron entered the meeting shortly after the roll call was taken. Committee members Greenspan and Gallagher were absent from the meeting.

3. PUBLIC COMMENT RELATED TO THE AGENDA

No public comments were given.

4. APPROVAL OF MINUTES FROM THE JULY 1, 2014 MEETING

A motion was made by Mr. Brady, seconded by Ms. Connally and approved by unanimous vote to approve the minutes of the July 1, 2014 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) R2014-0176: A Resolution making an award on RQ27440 to AT&T Corp. in the amount not-to-exceed \$4,300,000.00 for Voice over Internet Protocol provider services for the period 7/1/2014 - 12/31/2018; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Mr. Jeff Mowry, Chief Information Officer, and Mr. Dave Kroger, Product Sales Specialist at Cisco Systems, addressed the Committee regarding Resolution No. R2014-0176. Discussion ensued.

Committee members asked question of Mr. Mowry and Mr. Kroger pertaining to the item, which they answered accordingly.

No further legislative action was taken on Resolution No. R2014-0176.

6. MISCELLANEOUS BUSINESS

a) Discussion regarding financing County Debt

Mr. Miller postponed the discussion regarding financing County debt and announced that the next Finance & Budgeting Committee meeting will be held on Monday, August 4, 2014 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 Mr. Brady with a second by Ms. Connally, the meeting was adjourned at 1:31 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2014-0176

Sponsored by: County Executive FitzGerald/Department of Information Technology	A Resolution making an award on RQ27440 to AT&T Corp. in the amount not-to-exceed \$4,300,000.00 for Voice over Internet Protocol provider services for the period 7/1/2014 - 12/31/2018; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Information Technology has recommended making an award on RQ27440 to AT&T Corp. in the amount not-to-exceed \$4,300,000.00 for Voice over Internet Protocol (VoIP) provider services for the period 7/1/2014 - 12/31/2018; and

WHEREAS, the primary goal of this project is to provide upgrade and redesign services for the VoIP; and

WHEREAS, this project is funded by the Capital Plan Fund under WAN & Telecom; 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 RQ27440 to AT&T Corp. in the amount not-to-exceed \$4,300,000.00 for Voice over Internet Protocol provider services for the period 7/1/2014 - 12/31/2018.

SECTION 2. That the County Executive is authorized to execute a contract in connection with said award and all documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County and the 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 8, 2014

Committee(s) Assigned: Finance & Budgeting

Journal _____

_____, 20__

County Council of Cuyahoga County, Ohio

Ordinance No. O2014-0021

Sponsored by: Councilmember Miller	An Ordinance amending Chapter 701 of the Cuyahoga County Code by adding sections 701.06 and 701.07 to establish guidelines for the County's investment policy and financial reporting requirements for Cuyahoga County.
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WHEREAS, Sections 2.03(9) and 2.03(10) of the Cuyahoga County Charter require the County Executive to submit to Council on a biennial basis a proposed operating budget, capital improvements plan, and detailed supporting financial information on revenues and expenditures; and,

WHEREAS, Section 3.09(5) of the Cuyahoga County Charter gives Council the power to adopt and amend the County's biennial operating budget and capital improvements program and to make appropriations for the County; and,

WHEREAS, the County Office of Budget and Management (OBM) within the Fiscal Office manages the County's budgeting process on behalf of the County Executive; and,

WHEREAS, Cuyahoga County adopted a biennial budget process through Ordinance No. O2011-0036 on 9/13/2011 and the power for a biennial operating budget was incorporated into the County Charter by the voters on November 6, 2012; and,

WHEREAS, Executive and Council collaboration on the budget process would be facilitated by a regular pattern of financial reporting.

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

SECTION 1. The Cuyahoga County Council hereby amends Chapter 701 of the Cuyahoga County Code by adding Sections 701.06 and 701.07 to establish guidelines for the County's investment policy and financial reporting requirements for Cuyahoga County and shall read as follows:

Chapter 701

Section 701.06: Investment Policy

- (A) The Fiscal Officer shall publish on its website the County's written investment policies, as established and revised by the Investment Advisory Committee.

- (B) The Investment Advisory Committee shall provide written notice to County Council of any proposed changes to the County's written investment policies at least seven (7) days before such changes are scheduled to be voted on by the Committee.
- (C) The County Treasurer shall conduct an ongoing analysis of the performance of the County's investment portfolio against the County's investment objectives, policies, procedures, and generally recognized performance benchmarks and shall use this analysis to better align the County's investments with the objectives, policies, and procedures and to improve performance against recognized benchmarks, consistent with safety and liquidity. The County Treasurer shall refer any recommendations for investment policy changes resulting from portfolio performance analysis to the Investment Advisory Committee and shall send a copy to County Council.

Section 701.07: Financial Reporting

- (A) Not later than March 31st of each year of the year, OBM shall prepare, publish, and submit to Council a public presentation on the budget, which shall include the following:
 - (1) An overview of County operations, programs, and finances;
 - (2) A presentation of key financial schedules;
 - (3) A presentation of reserves on General Fund balance, describing each item and the likelihood that funds set aside for each item will actually need to be expended.
 - (4) A detailed description of the budget process;
 - (5) An analysis of County revenues;
 - (6) A description and analysis of the various fund types;
 - (7) Information related to departmental performance measurement;
 - (8) A presentation of program budgets for each department, office, or agency;
 - (9) A description of the Capital Improvements Plan;
 - (10) A list of the County's outstanding debt obligations and discussion of the County's debt management plan;
 - (11) The list of outstanding loans made by the County, as provided for in Subsection E of this section.
 - (12) A brief overview of the most important aspects of the Biennial Operating Budget, written in non-technical language and available as a separate document.

The budget presentation made in the second year of the biennium may be a summary of changes to the information required above, rather than a full report.

- (B) OBM shall prepare, publish, and submit to Council a quarterly financial report not later than the last day of the month immediately following the end of each

calendar quarter. Such reports may be submitted in preliminary form, with the final report provided within 30 days thereafter.

Quarterly reports shall contain the following:

- (1) A presentation of key financial schedules;
 - (2) A presentation of reserves on General Fund balance, describing each item and the likelihood that funds set aside for each item will actually need to be expended.
 - (3) A schedule of expenditures to date compared to budget for all departments, agencies, and other accounts within the General Fund and the Health and Human Services Levy Fund;
 - (4) An update of projected revenues and expenses for the General Fund, the Health and Human Services Levy Fund, and all funds combined, and a discussion of the likely impact of actual and potential revenue and expenditure variations from the budget plan; and
 - (5) A list of changes to the schedule of the County's bonds, notes, and other obligations.
- (C) OBM shall prepare, publish, and submit to Council a monthly financial report not later than fifteen (15) days after the end of each month, which shall be a brief narrative regarding any of the following that may have occurred during the preceding month:
- (1) Changes to the County's overall revenue and/or expense projections or to any major individual revenue or expense item;
 - (2) Significant changes to the performance of any department or agency relative to its budget;
 - (3) Any significant unexpected revenue or expense obligation;
 - (4) Changes to the projected performance of the County's General Fund and/or Health and Human Services Levy Fund against its reserve target.
- (D) The Fiscal Officer, County Treasurer, and the Investment Advisory Committee shall provide Council a copy of any investment reports generated through its office or committee.
- (E) OBM, in coordination with the Department of Development and other County agencies, as needed, shall maintain and publish annually by March 31st of each year a list of all outstanding loans made by the County, including the amount, interest rate, and term of each loan and the amount of each loan that may be forgivable, if any. OBM shall determine a written process for determining a reasonable and prudent portion of the total loan amount to hold in reserve against nonpayment of loans or the exercise of forgivable loan provisions. This reserve amount shall be reported as a reserve on balance against the General Fund, and it shall be updated at least quarterly with respect to new loans and at least annually with respect to the status of existing loans.

- (F) The county shall use best efforts to ensure timely completion of its work for the county's external audit to enable the external audit to be completed and filed by the next September 30th following each calendar year.
- (G) The Fiscal Officer shall post all reports required to be published under this section on his/her website. Such posting shall be the primary means of publication, but the Fiscal Officer may provide printed copies as needed. Reports required to be sent to Council may be sent electronically to the Clerk of Council, who shall send them to the members of Council.

SECTION 2. It is found and determined that all formal actions of this Council 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: July 22, 2014

Committee(s) Assigned: Finance & Budgeting

Journal _____
 _____, 20__