



AGENDA

CUYAHOGA COUNTY FINANCE & BUDGETING COMMITTEE MEETING

THURSDAY, MAY 27, 2021

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS

C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR

10:00 AM

***Due to the COVID-19 pandemic, the Cuyahoga County Administration Building is closed for public meetings at this time. As this meeting is being conducted remotely, in accordance with HB 197, interested persons may access the meeting via livestream by using the following link:**
<https://www.youtube.com/CuyahogaCounty>

****Public comment for this meeting may be submitted in writing via email to arjohnson@cuyahogacounty.us no later than 9:00 a.m. on Thursday, May 27, 2021.**

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. APPROVAL OF MINUTES FROM THE MAY 24, 2021 MEETING

5. MATTERS REFERRED TO COMMITTEE

- a) O2021-0010: An Ordinance providing for modifications to and adoption of the General Fund Reserve Ordinance and the Health and Human Services Levy Fund Reserve Ordinance; and declaring the necessity that this Ordinance become immediately effective. [Pending Council Referral]

6. DISCUSSION

- a) Enterprise Resource Planning (ERP) System Project Update – Zig Berzins, ZCo Consulting, LLC

7. MISCELLANEOUS BUSINESS

8. ADJOURNMENT



MINUTES

CUYAHOGA COUNTY FINANCE & BUDGETING COMMITTEE MEETING

MONDAY, MAY 24, 2021

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS

C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR

1:00 PM

1. CALL TO ORDER

Chairman Miller called the meeting to order at 1:03 p.m.

2. ROLL CALL

Mr. Miller asked Clerk Richardson to call the roll. Committee members Miller, Tuma, Jones, Gallagher, Schron and Baker were in attendance and a quorum was determined. Committee member Brown was absent from the meeting. Councilmember Conwell was also in attendance.

3. PUBLIC COMMENT

There were no public comments submitted.

4. APPROVAL OF MINUTES FROM THE MAY 17, 2021 MEETING

A motion was made by Mr. Schron, seconded by Ms. Baker and approved by unanimous vote to approve the minutes from the May 17, 2021 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) R2021-0125: A Resolution amending the 2020/2021 Biennial Operating Budget for 2021 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, to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective.

Mr. Walter Parfejewiec, Director of the Office of Budget & Management; and Mr. Jack Rhyne, Deputy Chief Information Officer, addressed the Committee regarding Resolution No. R2021-0125. Discussion ensued.

Committee members and Councilmembers asked questions of Messrs. Parfejewiec and Rhyne pertaining to the item, which they answered accordingly.

Mr. Miller introduced a proposed substitute to Resolution No. R2021-0125. Discussion ensued.

A motion was then made by Mr. Schron, seconded by Mr. Tuma and approved by unanimous vote to accept the proposed substitute.

On a motion by Mr. Miller with a second by Mr. Schron, Resolution No. R2021-0125 was considered and approved by majority a roll-call vote of 5 yeas and 1 nay, to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules, as substituted, with Mr. Gallagher casting a dissenting vote.

6. DISCUSSION

- a) Review of the Enterprise Resource Planning (ERP) system

Mr. Rhyne provided the Committee with an overview of the Enterprise Resource Planning (ERP) system as well as presented information relating to the project status, budget, testing, staffing, production schedule and implementation plan. Discussion ensued.

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

7. MISCELLANEOUS BUSINESS

Mr. Miller announced that the Finance & Budgeting Committee will meet on Thursday, May 27, 2021 at 10:00 a.m.

8. ADJOURNMENT

With no further business to discuss and on a motion by Mr. Schron with a second by Mr. Tuma, the meeting was adjourned at 2:48 p.m., without objection.

County Council of Cuyahoga County, Ohio

Ordinance No. O2021-0010

Sponsored by: Councilmembers Miller and Sweeney	An Ordinance providing for modifications to and adoption of the General Fund Reserve Ordinance and the Health and Human Services Levy Fund Reserve Ordinance; and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Section 706.01 of the Cuyahoga County Code establishes the General Fund Reserve which sets forth such reserve to be twenty-five percent (25%) of the current fiscal year's General Fund ongoing budgeted operating expenses; and

WHEREAS, Section 707.01 of the Cuyahoga County Code establishes the Health and Human Services Levy Fund Reserve which sets forth such reserve to be ten percent (10%) of the current fiscal year's Health and Human Services Levy Fund ongoing budgeted operating expenditures; and

WHEREAS, the County Council endeavors to set policies and frameworks for the exercise of prudent fiscal management of the County budget and reserves; and

WHEREAS, the County Council has reviewed Sections 706.01 and 707.01 of the Cuyahoga County Code and has determined that various amendments are required; and

WHEREAS, it is necessary that these Ordinances 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 ENACTED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. Sections 706.01 and 707.01 of the Cuyahoga County Code are hereby amended as follows (deletions are stricken, additions are bold and underlined):

~~Section 706.01 General Fund Reserve Established~~

~~The County Council hereby establishes twenty-five percent (25%) of the current fiscal year's General Fund ongoing budgeted operating expenditures as a General Fund, fund balance reserve.~~

Section 706.01 General Fund Reserve Policy

Cuyahoga County shall maintain a General Fund Reserve Balance of at least twenty-five percent (25%) of the prior year's actual General Fund expenditures. Capital expenditures paid for from the General Fund shall be included as expenditures only to the extent of \$10 million. Expenditures, normally paid for from the General fund, that are instead paid for from a special one-time revenue source, to the extent that they exceed \$10 million, shall be included as General Fund expenditures. The Fiscal Officer shall calculate the General Fund Reserve requirement and publish it annually as part of the Results of Operations Report. Designation of a possible future expenditure as a "reserve on balance" shall not be considered an obligation which must be subtracted from the cash balance to determine available reserves.

Section 707.01 Health and Human Services Levy Fund Reserve

~~The County Council hereby establishes ten percent (10%) of the current fiscal year's Health and Human Services Levy Fund ongoing budgeted operating expenditures as a Health and Human Services Levy Fund, fund balance reserve except that the Health and Human Services Levy Fund, fund balance reserve shall be fifteen percent (15%) through December 31, 2013.~~

Section 707.01 Health and Human Services Levy Reserve Policy

Cuyahoga County shall maintain a Health and Human Services Levy Fund Reserve of at least ten percent (10%) of the prior year's actual Health and Human Services Levy Fund expenditures. Any expenditures, normally paid for by the Health and Human Services Levy Fund, that are instead paid for by a special one-time revenue source, to the extent that they exceed \$10 million, shall be included as Health and Human Services Levy Fund expenditures. The Fiscal Officer shall calculate the Health and Human Services Reserve requirement and publish it annually as part of the Results of Operations Report. Designation of a possible future expenditure as a "reserve on balance" shall not be considered an obligation which must be subtracted from the cash balance to determine available reserves.

SECTION 2. It is necessary that this Ordinance 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 Ordinance 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 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:

Committee(s) Assigned:

Journal _____

_____ 20