

THE BOARD OF COUNTY COMMISSIONERS HELD AN INFORMAL REGULAR SESSION ON MONDAY, SEPTEMBER 9, 2013, WITH COMMISSIONERS EDWIN H. HUMPHREY, DAVID H. UIBLE AND ROBERT L. PROUD IN ATTENDANCE.

ALSO IN ATTENDANCE WERE STEPHEN H. RABOLT, COUNTY ADMINISTRATOR, AND CONNIE TIBBE, CLERMONT COUNTY COMMISSIONERS' OFFICE. ADDITIONAL ATTENDEES AT THE INFORMAL REGULAR SESSION ARE LISTED ON THE ATTACHED ATTENDANCE SHEET.

LET THE RECORD SHOW THAT THE SEPTEMBER 9, 2013 INFORMAL REGULAR SESSION WAS VIDEOTAPED AND IS AVAILABLE FOR PUBLIC INSPECTION MONDAY THROUGH FRIDAY BETWEEN THE HOURS OF 8:00 A.M. TO 4:30 P.M. LOCAL TIME. IN ADDITION, THE INFORMAL REGULAR SESSION IS AVAILABLE FOR PUBLIC VIEWING THROUGH THE COUNTY GOVERNMENT WEBSITE AT <http://www.clermontcountyohio.gov/videos-worksession.aspx>.

THE FOLLOWING ITEMS WERE PRESENTED FOR DISCUSSION:

1. Issue - 2014 Appropriations

Additional Attendees - Sukie Scheetz and Mary Rains of the Office of Management and Budget.

Discussion - A PowerPoint presentation was provided to the Board entitled "2014 General Fund Appropriation" (attached). Detailed discussion was held regarding the specifics of the following issues as outlined in the presentation provided:

- **Annual Estimate of Operating Revenue** - Including revenues for 2011 actuals through 2014 estimate.
- **Revenue Changes/Assumptions** - With a reduction in sales tax of \$450,000 being the largest reduction in the forecasted revenues impacting the 2014 appropriations.
- **2013 General Fund Operating Expenses** - With a total of \$1,292,326 in funds that can be added to the current appropriation.
- **2014 Appropriation Target** - With a 2014 operating expense target of \$49,469,803.
- **Known Expense Needs/Savings in 2014** - With a total net change of \$1,182,273 in available revenues.

Ms. Scheetz reported that the projected revenue growth of \$1,292,326 minus the known needs for expenses in 2014 (totaling \$1,182,273) leaves a balance of \$110,053 available for other expenses. She further noted that the additional appropriation requests received from the county departments/offices subsequent to the submission of the Tax Budget total \$382,325.

Additional discussion was held regarding other issues impacting the county's fiscal projections including expanding the CASC to other counties, increase in electricity costs and potential changes in county staffing.

Ms. Scheetz recommended, if the Board is in agreement with the assumptions outlined and reviewed, that the 2014 appropriation targets be distributed to the county departments/offices with the inclusion of the projected additional revenues as discussed.

Conclusion/Follow-Up Action Needed - The Board directed the Administration to proceed with the distribution of the 2014 appropriation targets as presented to the county departments/offices for their review and input for the 2014 appropriation requests. (13-0531-008)

2. **Issue - County Capital Fund Project Plan**

Additional Attendees - Sukie Scheetz and Mary Rains of the Office of Management and Budget.

Discussion - Mr. Rabolt provided to the Board an updated County Capital Fund Project Plan for their review (copy attached). The report outlines current and future county capital projects from 2013 through 2021. Mr. Rabolt indicated that the plan provided includes updates from the previous version which the Board received several months ago. He further indicated that, if this plan is followed, the Capital Fund cash balance will drop to \$120,922 in 2015. In order to avoid the depletion of the capital plan cash reserve, it is necessary for the Board to review the plan and make decisions on which projects are priorities and need to remain the capital plan.

Committed projects were identified as outlined in the documentation provided. Discretionary projects for which the Board needs to make decisions on were also identified and discussed including the Records Center, Engineer Facility, Attorney Building, Administration/Common Pleas Courthouse Generators, Tyler Content Manager (TCM)/Work Order, Board of Elections Electronic Poll Books and the Common Pleas Adult Probation Basement Renovation Project.

Additional discussion was held with regard to potentially issuing debt for some of the capital projects in order to maintain an adequate Capital Fund cash balance.

Conclusion/Follow-Up Action Needed - The Board directed the Administration to proceed with the Common Pleas Adult Probation Basement Renovation Project as discussed.

The Administration is to incorporate the potential issuance of debt into the capital plan for the Board's consideration and schedule this issue for further review and discussion in an upcoming Informal Regular Session within the next couple of weeks. (13-0531-008)

Adjournment

Informal Regular Session was adjourned.

**BOARD OF COUNTY COMMISSIONERS
CLERMONT COUNTY, OHIO**

EDWIN H. HUMPHREY, PRESIDENT

DAVID H. UIBLE, VICE PRESIDENT

ROBERT L. PROUD, MEMBER

STEPHEN H. RABOLT, COUNTY ADMINISTRATOR

DATE APPROVED