

# County Council of Cuyahoga County, Ohio

## Ordinance No. O2014-0013

Sponsored by: <b>Councilmember Greenspan</b>	<b>An Ordinance</b> amending Chapter 701 of the Cuyahoga County Code by adding Section 701.04 to establish a policy for any requests for new programs or services that require an additional appropriation as part of the biennial budget process or throughout the year.
Co-sponsored by: <b>Councilmembers Miller and Germana</b>	

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, Chapter 701 of the Cuyahoga County Code was enacted 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 11/6/2012; and,

WHEREAS, County Council desires to enact a policy for any requests for new programs or services that require an additional appropriation as part of the biennial budget process or throughout the year.

**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 Section 701.04 to establish a policy for any requests for new programs or services that require an additional appropriation as part of the biennial budget process or throughout the year to read as follows:

**Section 701.04: Requests for New Programs or Services Requiring an Additional Appropriation**

Any requests for new programs or services that require an additional appropriation as a part of the biennial budget process or throughout the fiscal year shall include the following information and sections as part of the request for Council’s consideration by the requesting department, board, agency, commission or other authority:

- (A) Program or service overview – detailing the request for additional appropriation
- (B) Program or service budget – itemize expenses related to personnel, other operating and capital outlays
- (C) Program or service Milestones/Timeline – outline the program or service’s goals and objectives as well as key performance measures in order to ensure these goals or objectives are met
- (D) Program or service Staffing Levels – document the projected staffing levels required for the program or service including titles and salary and benefits

The requirements of this section shall also apply to existing programs or services only if there is a major expansion or shift in policy to existing programs or services but does not apply to additional appropriations that do not expand the goals or objectives of existing programs or services.

**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 Mr. Miller, seconded by Mr. Greenspan, the foregoing Ordinance was duly enacted.

Yeas: Miller, Brady, Germana, Gallagher, Schron, Conwell, Jones, Hairston, Greenspan and Connally

Nays: Simon

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County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: April 22, 2014

Committee(s) Assigned: Finance & Budgeting

Additional Sponsorship Requested on the Floor: April 22, 2014

Committee Report/Second Reading: June 10, 2014

Additional Sponsorship Requested on the Floor: June 24, 2014

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