

FINANCE AND ASSET MANAGEMENT COMMITTEE

MEETING MINUTES



October 3, 2022,
IMMEDIATELY FOLLOWING THE GENERAL GOVERNMENT COMMITTEE MEETING
Board of Commissioners Meeting Location
304 E. Grand River Ave., Board Chambers, Howell, Michigan
Zoom Virtual Meeting ID: 399-700-0062 / Password: LCBOC
<https://us02web.zoom.us/j/3997000062>

Members Present: Mitchell Zajac, Martin Smith, Jay Drick, Carol S. Griffith

1. CALL MEETING TO ORDER

The meeting was called to order by Commissioner Zajac at 7:00 p.m.

2. ROLL CALL

Roll call by the recording secretary indicated the presence of a quorum.

3. APPROVAL OF AGENDA

Motion to approve the Agenda as presented.

It was moved by C. Griffith

Seconded by Jay Drick

Yes (4): M. Zajac, M. Smith, J. Drick, and C. Griffith

Motion Carried (4 to 0)

4. APPROVAL OF MINUTES

4.1 Minutes of meeting dated: September 6, 2022

Motion to approve the Minutes as presented.

It was moved by M. Smith

Seconded by Carol S. Griffith

Yes (4): M. Zajac, M. Smith, J. Drick, and C. Griffith

Motion Carried (4 to 0)

5. CALL TO THE PUBLIC

None.

6. DISCUSSION

6.1 Budget to Actual Revenues & Expenses

Cindy Arbanas, Finance Officer, reviewed YTD budget report as of 9.30.22, State Grants, and the MIDC Grant.

6.2 Pension Liability

Nathan Burd, County Administrator, funding ratio is at 83%. Additional MERS payments are usually brought to the BOC during this time of year, possibly in the next month.

6.3 Capital Improvement Plan Overview

Kevin Eggleston, Facility Services Department Director, updated the members on a feasibility study to move the Brighton Court to the County's West Complex. Brad Alvord, Lindhout Architects, was present to assist with the presentation and to answer questions. The Judicial Center plan is the plan recommended by stake holders and the professional recommendation of the Architect. Commissioners agreed to proceed with a preparing a plan for moving the Brighton District Court at the Judicial Center.

6.4 ARPA Requirements & Requests

Nathan Burd, County Administrator, and David Feldpausch, EMS Department Director, shared pricing estimates for community funding. 11% price increase as of October 1st, the PO is signed now, the current price can be locked in with a delayed delivery until April 2023. If Federal budget is not yet approved on December 16th, it will still be unknown if the funding will be available through the federal budget. No decision is needed tonight.

Commissioner Smith requested departments with significant requests to prioritize items.

6.5 Potential Upcoming Unbudgeted Expenditures & Revenue Reductions

Nathan Burd, County Administrator, reported cost increases over the year, but nothing too major.

6.6 Strategic Plan Overview

Commissioner Zajac expressed that this committee has provided a great avenue to keep abreast on the Strategic Plan.

7. REPORTS

7.1 2023 Budget - Level 3

Nathan Burd, County Administrator, presented the Livingston County 2023 Administrative Budget Recommendation. Highlighted Strategic Plan items addressed in the budget.

- health reserves
- legacy funding
- reduced liabilities
- AAA Bond rating
- balanced budget

The budget process was reviewed, next level will be the recommendation of the Finance Committee. Reviewed GF revenue, GF expenses, recommended positions to be funded with the GF, removed positions, COLA and wage study implementation, \$500K additional payment to MERS, contingency fund recommendation of \$300K, vision tour contingency, \$3,872,156; capital fund balance, recommended appropriation and recommended projects; summary of overall recommendation, next steps -

- November 7th: Finance Recommendation
- November 14th: Full Board Review
- November 15th: Draft available for public viewing
- November 29th: Public Hearing to consider the adoption of the proposed budget.

8. RESOLUTIONS FOR CONSIDERATION

None

9. ADJOURNMENT

Motion to adjourn the meeting at 8:26 p.m.

It was moved by M. Smith
Seconded by Carol S. Griffith

Yes (4): M. Zajac, M. Smith, J. Drick, and C. Griffith

Motion Carried (4 to 0)

Natalie Hunt, Recording Secretary

UNAPPROVED