

Finance and Asset Management Committee

Meeting Minutes



October 16, 2023, Immediately Following the CPSID Committee Meeting.
Hybrid In-Person and Virtual Meeting
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: Nick Fiani, Douglas Helzerman, David Domas, Frank Sample, Wes Nakagiri, Jay Drick, Roger Deaton, Jay Gross

Members Absent: Martin Smith

1. Call Meeting to Order

The meeting was called to order by the Committee Chair, Commissioner Fiani, at 7:30 p.m.

2. Pledge of Allegiance to the Flag

3. Roll Call

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

4. Approval of Agenda

Motion to approve the Agenda as presented.

It was moved by D. Domas
Seconded by D. Helzerman

Yes (8): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, and J. Gross; No (0): None; Absent (1): M. Smith

Motion Carried (8-0-1)

5. Approval of Minutes

5.1 Meeting Minutes dated: September 18, 2023

Motion to approve the Minutes as presented.

It was moved by R. Deaton
Seconded by J. Gross

Yes (8): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, and J. Gross; No (0): None; Absent (1): M. Smith

Motion Carried (8-0-1)

6. Call to the Public

None.

7. Reports

7.1 2024 Budget - Level 3

Cindy Arbanas, Acting County Administrator, presented the Level 3 Recommended Budget for 2024. Hilery Spicer, Acting Finance Officer, assisted answering questions.

- Completed Level 1 - Base projection and Level 2 - Department Requests, brings us to Level 3 - County Administrator's recommendation. Level 4 is when Commissioners will review and make any changes at the Finance and Asset Management Committee on October 30th. Level 5 is the adopted budget that will be voted on in November.
- Reviewed Budget priorities - maintain healthy reserves, address legacy costs, reduce liabilities, plan for future costs, maintain AAA bond rating, balanced budget.
- Recommended Revenue budget
- Recommended Expenses budget
- General Fund Balance
- GF Personnel - includes 3% COLA.
- GF Recommended Capital Budget
- Summary of the 2024 Level 3 Recommendation
- Upcoming dates:
 - 10/30 FAM Meeting for Level 4 Budget - Commissioners Recommended Budget
 - 11/6 Draft Budget available for public viewing
 - 11/13 Public Hearing and vote to adopt 2024 budget.

7.2 Commissioner Reports

There will be a Closed Session during the Board of Commissioners meeting on Monday to discuss results of mediation hearing.

8. Discussion

8.1 Revenue and Expense Status

Current Revenue at 92% and courts at 66% revenue, ROD 90% revenue collected, 77% has been receipted for Sheriff Revenue, GF Revenue Forecast Committee resulted in minor changes to 2023. Overall, GF expenditures are 66% spent. Drain 77%, Drain 79% jail is 94% spent. Contingency balance reviewed, departments should be wrapping up projects and completing planned expenditures. SRS is 90% collected and spent.

8.2 Pension Liability

Administration followed up on a request for a MERS investment team meeting with commissioners. It may be a work session or a separate Teams meeting if there is not a quorum interested.

8.3 Capital Improvement Plan Update

No update at this time.

8.4 ARPA

Reviewed the ARPA obligations and that \$3.1M is unallocated.

8.5 Strategic Plan Update

No update at this time.

9. Resolutions for Consideration

9.1 Fiscal Services

Resolution to Authorize a Third Quarter Budget Amendment to the Fiscal-Year 2023 Budget

Motion to recommend the resolution to the Board of Commissioners.

Moved by: J. Gross

Seconded by: D. Domas

Hilery Spice, Acting Finance Officer, presented the resolution and answered questions from Commissioners.

Yes (8): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, and J. Gross; No (0): None; Absent (1): M. Smith

Motion Carried (8-0-1)

10. Adjournment

Motion to adjourn the meeting at 8:30 p.m.

It was moved by D. Helzerman
Seconded by F. Sample

Yes (8): N. Fiani, D. Helzerman, D. Domas, F. Sample, W. Nakagiri, J. Drick, R. Deaton, and J. Gross; No (0): None; Absent (1): M. Smith

Motion Carried (8-0-1)

Natalie Hunt, Recording Secretary