

**BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

Meeting Date: October 17, 2007

Division: **BOCC**

Bulk Item: Yes  No

Department: Neugent – District 2

Staff Contact Person/Phone #:  
Terri Marble X4512

---

**AGENDA ITEM WORDING:**

**Proposal to revisit the County Administrator’s 2008/2009 Budget Action Plan to acquire consultant.**

---

**ITEM BACKGROUND:**

**September 21, 2007, Agenda Item #D1, Administrator’s Budget Action Plan was a last minute item.**

---

**PREVIOUS RELEVANT BOCC ACTION:**

**Budget Action Plan was approved by BOCC in unanimous vote without review.**

---

**CONTRACT/AGREEMENT CHANGES:**

---

**STAFF RECOMMENDATIONS:**

---

**TOTAL COST:**  na  **BUDGETED:** Yes  No

**COST TO COUNTY:**  na  **SOURCE OF FUNDS:** \_\_\_\_\_

**REVENUE PRODUCING:** Yes  No  **AMOUNT PER MONTH** \_\_\_\_ **Year** \_\_\_\_

**APPROVED BY:** County Atty \_\_\_\_\_ OMB/Purchasing \_\_\_\_\_ Risk Management \_\_\_\_\_

**DOCUMENTATION:** Included  Not Required

**DISPOSITION:** \_\_\_\_\_ **AGENDA ITEM #** \_\_\_\_\_

Revised 11/06

# *Office of the County Administrator*

## *Memorandum*

To: Mayor and County Commissioners

From: Thomas J. Willi, County Administrator

Date: September 21, 2007

**RE: County Administrator Recommended 2008/2009 Budget Action Plan**

---

During budget hearings, the County Administrator has recommended a number of actions necessary to prepare the county for the possibility of additional revenue constraints, escalating operational costs and reduced Fund Balance issues, which will affect the FY2009 county budget and beyond.

The County Administrator recommends the following actions:

- Direction to County Administrator and County Attorney to acquire needed consultant services for Fire Assessment methodology. Recommend assessment fee structure to BOCC for their approval. Meet State Statute deadline requirements for new assessments (late 2007) to allow for collection of assessment in 2008.
- Prepare for BOCC consideration and approval of new user fee revenue structures (building, planning, engineering, fire marshal, record retention, technology fee) for inclusion in future year's operating budget (October and November 2007). Projected revenue generated from these fees has not been booked in the current FY to allow fund balances to increase.
- Evaluate the feasibility of the implementation of a stormwater assessment to assist in keeping up with infrastructure demands (late 2007)
- Evaluate an increase in the collection of gas taxes to assist in keeping up with infrastructure demands.
- Evaluate Trauma Star revenue trends and identify other possible funding sources.
- County Commission workshops for December 2007 and January and February 2008 be dedicated in large part to budget discussions.
- Complete the financing of county capital projects by closing a revenue bond (amount to be determined) (January 2008) Revise county capital budget to allocate funding proceeds.

- In late 2008, begin the public education process on the uses of Infrastructure Sales Surtax proceeds with a goal of extending the tax collection through referendum approval (November 2009).
- Critically review our operations, seek additional efficiencies, and cost savings (ongoing).
- Define a minimum level of fund balance for each fund and promulgate fund balance policy for future use (BOCC December 2007 workshop)

To ensure the financial future of Monroe County will take hard work and many difficult decisions. The financial solvency of the county can be preserved with a two-pronged approach of increasing revenues and reducing operating costs. Both activities will be necessary to meet our goals. FY 2008 is the year of “transition”.