
From: Houck, Linda McClosky
Sent: Friday, July 27, 2018 9:10 AM
To: McGinley, Tim; Luzerne County Council Members
Subject: Re: Budget Hearings & Work Sessions

Mr. McGinley,

1. Starting at 5 PM is not a problem for me, but it may be for others who work.
2. Without knowing exactly what type of schedule you have in mind for budget work sessions and hearings, I would prefer to keep the Tuesday evening meeting schedule as much as possible, since our regular meetings are on Tuesdays and I prefer to have one meeting per week rather than 2 in one week. For 6 1/2 years I have avoided scheduling my other regular commitments for Tuesdays, but, more importantly, I believe that keeping Tuesdays as a meeting night avoids confusion for members of the public who are interested in attending. If Tuesday is the consistent night, all that we all need to know is what time and where. If we mix up the days of the meeting it throws in another variable for everyone involved.
3. All items in the budget need to be explained, fixed or variable. I am in favor of a line-by-line review of the submitted budget; unless we look at every item, however briefly, there is no way we can confidently say we understand exactly what our tax dollars are paying for.
4. Many divisions have provided written narratives in the past few years, and I am in favor of requesting one from each division. Please ask that the narratives be prepared and available to us along with the Oct submission of the budget, as these explanations should be made to the Manager during budget preparation and there is no reason to withhold them from Council or the public once the budget is submitted to Council.
5. I suggest that we as a Council consider requiring Management to use zero-based budgeting as a strategy. Each year, when the budget is submitted, we have a discussion about whether it has been employed in the preparation of this year's budget, and the answer has been "no" since 2012. If it is "no" again this year, I suggest that we make it a discussion point.

So, in short, my recommendations are:

- to schedule Tuesday work sessions and hearings in order to maintain a consistent schedule,
- to require each division to submit in writing major points/changes to its budget along with the budget itself,
- to review the budget line-by-line with each division, and
- to encourage zero-based budgeting.

Thank you for considering these points.

Linda Houck

From: McGinley, Tim
Sent: Thursday, July 26, 2018 3:52 PM

To: Luzerne County Council Members
Subject: Budget Hearings & Work Sessions

Council Members,

In trying to prepare for the budget process, there are several issues that I am requesting council's feedback.

1. Can we start budget hearings & work sessions at 5 PM with a finish time of 7:30 PM.
2. Is Monday evening a good night for budget sessions?
3. I have asked Mr. Pedri & Mr. Swetz to identify fixed costs in the budget. Hopefully, this will allow council to focus on costs that can be modified.
4. Also, I have asked Mr. Pedri if each division and/or department can provide a narrative to explain any major changes in the draft budget.

Please provide any feedback and possible recommendations.

Thanks,

Tim McGinley

From: Haas, Harry
Sent: Friday, July 27, 2018 8:26 AM
To: McGinley, Tim; Luzerne County Council Members
Subject: Re: Budget Hearings & Work Sessions

Mr. Chair,

Here are my questions and comments:

- 1) Will these budget hearings replace the ones we have followed over the past few years with the same format? If yes, then I have no problem meeting weekly on Mondays.
- 2) Identifying fixed costs in #3 is a good idea, but narratives should be supplied for both fixed costs and new requests.
- 3) Please communicate to management to the importance of following charter guidelines with the budget submission, and most importantly, include the correct amount of previous budget years for comparison purposes.

Thank you,

Harry Haas
Luzerne County Councilman

From: McGinley, Tim
Sent: Thursday, July 26, 2018 3:52:14 PM
To: Luzerne County Council Members
Subject: Budget Hearings & Work Sessions

Council Members,

In trying to prepare for the budget process, there are several issues that I am requesting council's feedback.

1. Can we start budget hearings & work sessions at 5 PM with a finish time of 7:30 PM.
2. Is Monday evening a good night for budget sessions?
3. I have asked Mr. Pedri & Mr. Swetz to identify fixed costs in the budget. Hopefully, this will allow council to focus on costs that can be modified.
4. Also, I have asked Mr. Pedri if each division and/or department can provide a narrative to explain any major changes in the draft budget.

Please provide any feedback and possible recommendations.

Thanks,

Tim McGinley

From: Walsh Waitkus, Jane
Sent: Thursday, July 26, 2018 8:42 PM
To: McGinley, Tim
Subject: Re: Budget Hearings & Work Sessions

Hi Tim,
Sounds like a great idea.
Best,
Jane

On Jul 26, 2018, at 3:52 PM, McGinley, Tim <Tim.McGinley@luzernecounty.org> wrote:

Council Members,

In trying to prepare for the budget process, there are several issues that I am requesting council's feedback.

1. Can we start budget hearings & work sessions at 5 PM with a finish time of 7:30 PM.
2. Is Monday evening a good night for budget sessions?
3. I have asked Mr. Pedri & Mr. Swetz to identify fixed costs in the budget. Hopefully, this will allow council to focus on costs that can be modified.
4. Also, I have asked Mr. Pedri if each division and/or department can provide a narrative to explain any major changes in the draft budget.

Please provide any feedback and possible recommendations.

Thanks,

Tim McGinley

From: Haas, Harry
Sent: Tuesday, July 24, 2018 7:04 PM
To: Lawrence, Sharon
Cc: Vough, Matthew;Walsh Waitkus, Jane
Subject: ACT 13 Amendment

REPORTING (create #3)

"3. Variations in project expenditures and/or timeline progress must be immediately reported to the clerk of county council. Deviations from the original total project cost or inability to meet project timeline may result in adjustments to the final funding amount."

Thanks,

Harry

Get [Outlook for iOS](#)

From: McGinley, Tim
Sent: Tuesday, July 24, 2018 10:13 AM
To: Houck, Linda McClosky
Subject: RE: Letter

Email with attachment will be sent.

Tim McGinley

From: Houck, Linda McClosky
Sent: Tuesday, July 24, 2018 10:12 AM
To: McGinley, Tim <Tim.McGinley@luzernecounty.org>; Luzerne County Council Members <LCCM@luzernecounty.org>
Subject: Re: Letter

Nothing was attached.

Linda Houck

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: "McGinley, Tim" <Tim.McGinley@luzernecounty.org>
Date: 7/24/18 10:11 AM (GMT-05:00)
To: Luzerne County Council Members <LCCM@luzernecounty.org>
Subject: Letter

To Council Members,

This letter that is attached was received at the courthouse.

I have provided the letter to the Ms. Crocamo, county solicitor.

This may result in an Executive Session tonight.

Tim McGinley

From: Houck, Linda McClosky
Sent: Tuesday, July 24, 2018 10:12 AM
To: McGinley, Tim; Luzerne County Council Members
Subject: Re: Letter

Nothing was attached.

Linda Houck

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: "McGinley, Tim" <Tim.McGinley@luzernecounty.org>
Date: 7/24/18 10:11 AM (GMT-05:00)
To: Luzerne County Council Members <LCCM@luzernecounty.org>
Subject: Letter

To Council Members,

This letter that is attached was received at the courthouse.

I have provided the letter to the Ms. Crocamo, county solicitor.

This may result in an Executive Session tonight.

Tim McGinley

Subject: FW: Moules Memo

Start: Wed 7/18/2018 9:00 AM
End: Wed 7/18/2018 10:00 AM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Haas, Harry
Required Attendees: Luzerne County Council Members; Pedri, David