



City of Ashtabula
Ashtabula City Council
Finance & Personnel Committee Meeting
Friday, August 16, 2024 at 8:30 AM
Council Chambers
4230 Lake Avenue

Minutes

Opening of Committee Meeting

Call to Order

The Meeting was called to order at 8:33 a.m. by Committee Chair Foglio.

Roll Call

Members Present: Chair: Ward 1 Councilor Kym Foglio, Vice Chair Ward 2 Councilor Jane DiGiacomo, Member: President John Roskovics

Absent:

Officers Present: City Manager James Timonere, Finance Director Marie Yvrose Augustin, Clerk of Council Ashley Bell

Visitors: City Solicitor Cecila Cooper and Assistant Finance Director Carolyn Sheldon

Sunshine Law Certification

A quorum was established as defined by the Ashtabula City Council Rules of Order. The meeting met the requirements of the Ohio Sunshine Laws Open Meetings Act.

Welcome and Acknowledgement of Visitors

Special Guest Presentation

Finance Director's Report

Finance Director Augustin provided the report. The City is still receiving fees from real estate taxes. Approximately 2 million dollars has been received. Bed taxes are received quarterly. The City's projected expenses for this time of year is 58%. Delinquent accounts were sent to the Attorney General's office so that they may collect unpaid income taxes. Over \$500,000 in revenue has been collected. Over \$600,000 in revenue is still unpaid. The City's financial audit cannot be filed at this time; a partner in the firm that handled the audit died. Because the person owned a majority of the company, the State of Ohio will not process the audit. The City certified delinquent sewer and trash accounts to the County Auditor. The assessed amounts for these services were documented in a formal letter to the County Auditor. The spreadsheet used to document the actual delinquent parcels included a page in the workbook for county sewer. The City of Ashtabula does not certify delinquent county sewer. The City notifies the County Environmental Services Department of the delinquent accounts, who then certifies these amounts to the County Auditor. The County Auditor's office picked up every page of the workbook sent including the county sewer page. The County Auditor's office also certified delinquent county sewer sent by the County Environmental Services office. This caused a duplication in certified amounts for county sewer.

July 2024 Revenue Report

July 2024 Expenditure Report

Statement of Cash Position

City Manager's Report

The City Manager stated a summer employee from Planning and Community Development was hired by the Sanitation Department. Mowing will continue. Two Police Officers are retiring soon; the department plans on hiring lateral transfers. The Ferry Drive opening occurred this week. The designing and engineering for the Collins Boulevard Project is approximately \$132,000. Entrance exams for the Police and Fire Department will take place in 2025.

Old Business

The Finance Director sent a letter to Judge DiGiacomo on August 6, 2024, regarding the Court's new time-keeping system. The Finance Director expressed concerns about internal control issues. The committee discussed the Court's credit card purchases. The committee also discussed the court's spending more money than they were allotted for the year.

Municipal Court Credit Cards

New Business

None.

Next Meeting

September 20, 2024

Adjournment

The meeting was adjourned at 9:41 a.m. by Committee Chair Foglio.