



**City of Ashtabula**  
Ashtabula City Council  
Finance & Personnel Committee Meeting  
Friday, January 16, 2026 at 8:30 AM  
Council Chambers  
4230 Lake Avenue

Minutes

**Opening of Committee Meeting**

**Call to Order**

The meeting of the Ashtabula City Council Finance and Personnel Committee was called to order at 8:30 a.m. by Committee Chair Kym Foglio.

**Roll Call**

**Members Present:** Chair: Ward 1 Councilor Kym Foglio, Vice Chair: Ward 5 Councilor Jane DiGiacomo, Member: President John Roskovics

**Absent:** None.

**Officers Present:** City Manager James Timonere, City Solicitor Cecilia Cooper, Finance Director Vladimir Kan, Clerk of Council Stacy Millberg, Assistant Finance Director Carolyn Sheldon, Water Pollution Control Superintendent Mark Verzella, Lt. Geoff Cannon, Chief Shawn Gruber

**Visitors:** Jessica Hampton

**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**

**Finance Director's Report**

Finance Director Vladimir Kan presented his report. The outstanding balance in collections with the Ohio Attorney General's Office is \$563,000. The city continues sending out assessments, with 48 letters sent in December with a balance of assessing accounts of over \$27,000. The number of accounts reconciled as of December 21, 2025 is 108 accounts with total credits of over \$622,000. For the 2024 tax fund, the number of final returns processed as of December 31, 2025 is over 4,000 accounts with an outstanding balance due on returns of over \$61,000. Accounts currently on a payment plan in December was 105.

Finance Director Vladimir Kan stated that the numbers didn't change significantly for January. The City has sent 45 assessment letters so far with a balance of approximately \$48,000. Further details will be in the second January report. President John Roskovics asked for clarification on the "net profits located outside the City" listed on the 2024 statistics report. City Manager James Timonere explained that it refers to businesses that make money (LLCs, etc.) that could have a location within the City but their home office elsewhere.

Finance Director Vladimir Kan stated that the City closed 2025 with all fund balances with no negative balances in any funds. When asked about the carryover from last year, it was noted that the ending balance in the general fund was approximately \$6 million, which was an approximately \$100,000 decrease from the previous year. He mentioned that the City now has an updated budget with actual year-to-date figures now that the year is closed, showing a solid carryover across all funds.

Committee Members discussed the court funding, which showed approximately \$1 million in deficit. It was clarified that this represents the amount the general fund supplements the court. City Manager James Timonere stated that the court is now sending many cases to the Ohio Attorney General's Office for collections, which may result in new revenue. All collections will be deposited in the general fund, in one of the court's line items.

Finance Director Vladimir Kan presented a proposed framework for penalty and interest waivers to make the process more transparent and consistent. The table presented suggested:

- For balances less than \$2,000: Payment plans are offered.
- For balances between \$2,000 and \$6,000: Penalties may be waived if income tax is paid in one lump sum within 10 business days.
- For balances over \$6,000: Penalties may be waived, and up to 50 percent of accrued interest may be waived if income taxes are paid in one lump sum within 10 business days.

There was significant discussion about the \$2,000 threshold, with committee members expressing concern that it appeared to offer better deals to wealthier individuals. After discussion, the committee recommended removing the \$2,000 threshold and applying the same waiver policy to all balances up to \$6,000.

Motion: Committee Chair Kym Foglio moved to bring the revised penalty and interest waiver policy to council, with modification to apply the same standards to all balances from \$0 to \$6,000; Vice Chair Jane DiGiacomo seconded.

VOICE VOTE

Yeas: Committee Chair Kym Foglio, Vice Chair Jane DiGiacomo, President John Roskovics

Nays: None.

Motion carried.

## **Income Tax Report - December**

## **Income Tax Report - January**

## **Statement of Cash Position**

## **Statement of Cash Position with MTD Totals**

## **Revenue Report**

## **Expense Report**

## **Expense Report with Encumbrance Detail**

## **Penalty and Interest Waivers**

## **City Manager's Report**

City Manager James Timonere stated that the County Treasurer announced that the tax duplicate was not delivered in time, extending the due date into March, which delays when the City will receive funds. The City attempted to request an advance, but was told that the request, plus a resolution from Council, was due the previous day. In addition, the City was informed that only \$40,000 was available despite having received an advance of \$200,000 in 2020. While the City is in a good cash position, this could affect planning for the paving budget.

City Manager James Timonere stated that the City is in a good staffing position with some upcoming retirements in both the fire and police departments. In March, they plan to request two dedicated sewer jet operators.

City Manager James Timonere discussed the 2026 paving projects. He stated that although it was somewhat captured in the carryover, the W. 19th Street project (joint project with Aqua) will proceed this year. He is still waiting for final number on the Collins Boulevard project. He stated that the City will save approximately \$200,000 to \$300,000 by shutting down that section during construction. He stated the City's contribution to the project, with the grant they received, is down to the \$150,000 range. He stated that the project will go out to bid soon and will be awarded in April with construction beginning shortly after that. Lake Avenue is deteriorating significantly and will likely need to be paved next year, which will consume much of the paving budget. City Manager James Timonere stated that this years budget is projected at approximately \$600,000 to \$700,000 and the requested street repairs are \$2.9 million.

City Solicitor Cecilia Cooper thanked the City Manager for approving the installation of new security cameras at the courthouse.

### **New Business**

Finance Director Vladimir Kan stated that there was an invoice from the previous fiscal year for approximately \$6,000 that needed committee approval to be paid from the new budget. This was necessary because the sanitation fund didn't have sufficient cash at the time.

Motion: Committee Chair Kym Foglio moved to bring an ordinance to Council to approve payment of the prior year invoice; Vice Chair Jane DiGiacomo seconded.

VOICE VOTE

Yeas: Committee Chair Kym Foglio, Vice Chair Jane DiGiacomo, President John Roskovics

Nays: None.

Motion carried.

### **Next Meeting**

**February 20, 2026**

### **Adjournment**

The meeting was adjourned at 9:14 a.m. by Committee Chair Kym Foglio.