

THE CITY OF STREETSBORO, OHIO  
**FINANCE COMMITTEE MINUTES**

Monday, July 26, 2021

This Finance Committee Meeting was called to order on Monday, July 26, 2021 at 7:00 p.m. by Justin Ring, Chairman. There was a moment of silence in place of an invocation and then Mayor Broska led the Pledge of Allegiance.

**PRESENT:** Jon Hannan, Anthony Lombardo, Justin Ring, Chuck Kocisko, Jennifer Wagner

**ABSENT:** Julie Field, Mike Lampa [joined at 7:22 p.m.]

**ALSO PRESENT:** Glenn Broska, Mayor  
Frank Beni, Law Director  
Patricia Wain, Police Chief  
Rob Reinholz, Fire Chief  
Bill Miller, Service Director  
Justin Czekaj, City Engineer  
Patrick O'Malia, Economic Development Director  
Shawna Lockhart-Reese, HR Manager  
Mike Kuhstos, Bicentennial Committee Chair  
Dan D'Agostino, Residential Building Official  
Caroline Kremer, Clerk of Council  
[by Zoom video conferencing:]  
Jenny Esarey, Finance Director  
John Cieszkowski, Planning Director  
Greg Mytinger, Parks and Recreation Director  
Missy Procop, Mayor's Executive Assistant

**MOTION: TO EXCUSE MRS. FIELD.**

Moved by Mr. Lombardo, seconded by Ms. Wagner. Upon voice vote, **motion carried.**

**MOTION: TO EXCUSE MR. LAMPA.**

Moved by Ms. Wagner, seconded by Mr. Kocisko. Upon voice vote, **motion carried.**

**Disposition of Minutes**

**MOTION: TO ACCEPT THE REGULAR FINANCE COMMITTEE MEETING MINUTES OF MAY 24, 2021 AND JUNE 28, 2021 AS PRESENTED.**

Moved by Mr. Hannan, seconded by Mr. Kocisko. Upon voice vote, **motion carried.**

### **Monthly Financial Report**

Ms. Esarey said the June financial reports were distributed on July 1, 2021. Overall the budget was doing really well. The Building Department wages may need a budget amendment before the end of the year; the Building Inspector was doing the residential plan reviews and it was the busy season so it was skewing things. The Cemetery Fund had some negativity with hours because there was preparation for Memorial Day and that would even out over the rest of the year.

General Fund expenses including encumbrances were above target at 60%, Total expenses were at 65% but a lot of that was because the Notes had been retired [target was 50%]. General Fund revenue was slightly over budget at 54%, Total revenue was at 61% but that was mostly because the City had received the Bonds to pay off the Notes. Income tax collections through July should have been at 58.33% and were at 67% which was good and she hoped would continue for the rest of the year.

### **Old Business**

None.

The Chair added an item to the agenda under New Business regarding “Recycling Costs” since it had been an issue on Facebook today.

### **New Business**

#### **T-7072 Authorize Natural Gas Aggregation Supplier to Oct. 2022**

Mrs. Procop said this was a request to enter into a contract with Constellation. Back in March 2021 City Council had agreed to lock into a rate of 2.78 mcf from October 2021 to October 2022 if it reached that level. It did reach that level and the City did lock into that rate, so this was the agreement to make that whole.

**MOTION: TO MOVE THIS TO TONIGHT’S REGULAR COUNCIL MEETING.**

Moved by Mr. Hannan, seconded by Mr. Lombardo. Upon voice vote, **motion carried.**

#### **Discuss Stage for Streetsboro Bicentennial**

Mr. Hannan had mentioned in his President’s comments at the last meeting, as a member of the Bicentennial Committee, he wanted Council to discuss the need for a stage for the bicentennial celebration next year. He understood the City was to budget some money toward the bicentennial celebration and donations were to be collected also. Money was needed to buy talent too. Mr. Hannan wanted to discuss with the City to see what assistance the City would provide for getting a stage for next year. Mr. Hannan had thought the stage needed for the bicentennial would be similar to the stage considered for the Streetsboro Family Days event, but Mike Kuhstos had connections in the entertainment industry and was working on getting big-name performers which would require a bigger, more substantial, more expensive stage.

Mr. Kuhstos, 758 Diane Avenue, Bicentennial Committee Chairman, said the bicentennial was to be a once-in-a-lifetime large event with a big fireworks show, larger national music act, local artists,

and a bigger parade; it should be memorable. He said the Bicentennial Committee had talked about the music budget being about \$30,000-\$35,000 for the music acts, plus another \$15,000 for the lights/sound/production, which the Bicentennial Committee would cover. He had Michael Belkin, the booking agent, reaching out for potential talent for the bicentennial weekend (Saturday, Sunday, Monday, September 3, 4, 5, 2022). He said the size of the band would dictate the size/cost of the stage needed. He expected a cost of about \$15,000 for a stage for all three days that was large enough for the band and substantial enough to handle the lighting, etc. Mr. Ring noted that Council had considered a while ago \$10,000-\$12,000 for a mobile stage for Streetsboro Family Days, so \$15,000 was similar. Mr. Kuhstos said it was discussed a long time ago that the stage was going to be outside of the Bicentennial Committee's budget because there had been a stage at City Park and now there wasn't. Mr. Kuhstos said the Committee was pretty confident they could accomplish the fireworks and things they wanted to do for this event with local fund raising efforts and donations from businesses, which had not started yet, but not a stage.

Mr. Ring said City Council had talked about budgeting \$50,000 in 2021 and \$50,000 in 2022 for the event, plus the City had obtained some other donations through some economic development agreements. Mr. Ring clarified that the Bicentennial Committee would need the City to cover the cost of the stage.

Mr. Hannan noted the Bicentennial Committee was trying to make the bicentennial celebration not like Streetsboro Family Days since the events would be only two months apart. Streetsboro Family Days on July 28-31, 2022 had rides, a concert and fireworks, whereas, the bicentennial on September 3-5, 2022 would not have rides and the entertainment would be the big draw. Mr. Hannan thought the City should be willing to help the Bicentennial Committee financially, but also realized, as a Council Member, he needed to be concerned about the City budget. He thought it might be clearer what kind of stage was needed in a couple of months when the Bicentennial Committee had received some feedback from the available bands.

Mr. Kuhstos said he didn't need a decision tonight, but had wanted to present the information for Council's consideration. Mr. Ring said there may be more economic development agreements that may come through with donations to help with this situation, so he didn't want to commit additional tax funds this early, especially if the Bicentennial Committee didn't need the money right now. Mr. O'Malia commented that he thought the City had raised about \$13,500 through the various economic incentive agreements so far.

Mr. Kocisko told Mr. Kuhstos that Streetsboro Family Days' stage in the past had been about 40' x 40' and larger bands needed the bigger space and listed it in their contract. Mr. Kocisko said Mike Belkin looked at the up-scale acts. He added that a headliner act at \$30,000-\$35,000 would need an opening act too, which may ask for a similar amount, which may be difficult to afford. Mr. Kocisko commented that \$20,000 toward fireworks was a lot; Streetsboro Family Days spent \$3,000 on fireworks and he said the Bicentennial Committee could get a good show for \$10,000.

Mr. Hannan said that Mr. Mytinger had just text him a note that if the Bicentennial Committee was considering a big national headliner act, the City Park may not be able to accommodate that, and they may have work out an alternate location like the high school stadium with built-in seating.

Mr. Ring summarized that the band selected may require a stage of a certain size and he would hate to commit to pay for a stage at this point that would not be large enough (or too large/expensive), so he wanted to wait until the Bicentennial Committee had more information about the band and its requirements, which may be a month or two, before deciding on an amount from the City.

Mr. Hannan said the Bicentennial Committee was starting to look into the costs of other events/attractions/parade for that weekend and the more money they were required to put toward entertainment, the stage, and fireworks, the less they could provide for the overall weekend. Knowing what amount the City would provide would help the Bicentennial Committee prepare a budget. Mr. Ring said a decision would not be made tonight, so he suggested this topic be moved to the next Finance Committee Meeting for further discussion.

**MOTION: TO MOVE THIS TOPIC TO THE AUGUST FINANCE COMMITTEE MEETING.**

Moved by Mr. Hannan, seconded by Ms. Wagner. Upon voice vote, **motion carried**. Mr. Kocisko noted that with the Bicentennial Committee trying to collect donations it would make it difficult for Streetsboro Family Days to also try to collect donations for their event two month earlier. Streetsboro Family Days also wanted a big show because they had not had one for two years due to the COVID-10 pandemic. [Mr. Lampa joined the meeting at 7:22 p.m.]

T-7073 Buy Mini Bus for Parks and Recreation/Senior Center

Mr. Mytinger asked Council to consider buying a mini bus for the Parks and Recreation Department and the Senior Center. Mr. Mytinger and the City mechanic test drove a 2017 14-passenger vehicle a week or two ago with wheelchair accessibility that was in great condition. They thought it was a great deal for the price.

**MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING AS EMERGENCY LEGISLATION.**

Moved by Mr. Hannan, seconded by Mr. Lampa. Mr. Kocisko mentioned that this bus would need a driver, which would be an additional cost. Mr. Mytinger responded that one does not need a CDL to drive this bus/van and there were several people in the Parks and Recreation Department/Senior Center staff that were under the insurance and could drive the bus. Upon voice vote, **motion carried**.

T-7074 Accept DARE Grant

Chief Wain said the Department annually applied for this Drug Use Prevention Grant and was awarded \$8,334 this year which would be used to offset the in-house costs for salary and supplies for the DARE Program. She asked Council to accept the grant.

**MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.**

Moved by Mr. Hannan, seconded by Mr. Lampa. Upon voice vote, **motion carried**.

T-7075 Apply for and Accept American Rescue Plan Act Funds

Ms. Esarey said the State of Ohio Office of Budget Management portal was finally opened and during the latest round of webinars on this issue it was suggested that each community should go to their Council for authorization to apply for the funds and also get authorization to accept the monies. This ordinance would allow Streetsboro to go through the application process (it wasn't automatic like before), and then once the application was approved, to actually receive the monies. Originally it had been said that Streetsboro would get \$3.4 million, but now it had been cut in half to be \$1.7 million with the first half this year and the second half next year. The thought was to use this ARPA money for the water projects. The administration was still working with GPD for the loan for the project design. Once that was done, Ms. Esarey would come back to Council to tell them what projects they'd like to use the \$1.7 million for.

Mr. Ring clarified that the City wouldn't be able to use this money for anything other than the proposed water projects because of all the restrictions on the use of this money. Ms. Esarey added that the Department of the Treasury had really limited the use of this money and the water projects would be the most beneficial use of the money for Streetsboro.

**MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.**

Moved by Mr. Hannan, seconded by Mr. Lampa. Upon voice vote, **motion carried.**

T-7076 Amend Ordinance re Loan for Waterline Project

Mayor Broska said the name of the loan agency that was listed in the previous ordinance was incorrect, so this was to correct the name.

**MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING AS EMERGENCY LEGISLATION.**

Moved by Mr. Hannan, seconded by Mr. Lombardo. Upon voice vote, **motion carried.**

T-7077 Authorize Annual Citizenserve Subscriptions

Mr. D'Agostino said this was for subscriptions from November 1, 2021 to November 2022. It was for 7 users on the Citizenserve system. The cost was \$14,700 (\$2,100 per person) for the year. Ms. Esarey clarified that in 2020 the City used CARES money to purchase the Citizenserve system, and now every year there would be a subscription charge for the service. Mr. D'Agostino said the new service was fantastic and he hadn't had a complaint regarding plan reviews or permit issuing; it was smooth, not like it was in the past when the staff just couldn't keep up with it all.

This system was strictly for the Building Department, although the Water Department could use it for people paying their bills online. The Zoning Department staff was on the system as part of the 7 users, and Mr. D'Agostino did not foresee a need to purchase more subscriptions in the near future.

**MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.**

Moved by Mr. Hannan, seconded by Mr. Kocisko. Upon voice vote, **motion carried.**

T-7071 Amend 2021 Annual Appropriations [#8]

Ms. Esarey said this was mostly ins and outs, except for the \$50,000 for the mini bus discussed earlier tonight. It was not originally in the 2021 budget so it was being transferred from the General Fund into the Capital Fund to accommodate the purchase.

**MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.**

Moved by Mr. Lampa, seconded by Mr. Lombardo. Upon voice vote, **motion carried.**

Recycling Costs

Mr. Ring had wanted to add this to tonight's agenda to address concerns from the public regarding the decision by Portage County to move their recycling to once every two weeks instead of weekly, effectively doubling the rate to the citizens because they were getting half the service for the same cost. He said he had talked to the Law Director prior to the meeting about what options the City might have to remedy the County's decision because it was against the contract the City had with them. Any changes to service were to be agreed upon by the City and the County, unless it was an act of God, and not having enough drivers was not an act of God.

Mr. Ring said he'd been thinking about this today after seeing all the comments on Facebook. There was a lot of confusion by the residents because a lot of people put their recycle bins out for pick up today and then saw the Mayor's Facebook post about there being no pick up today. He didn't like that Portage County was breaking the contract and was in favor of moving forward with anything the City could do.

Mayor Broska said he'd talked briefly with the Law Director about this prior to the meeting. He expected they would contact the County Commissioners tomorrow to see what type of remedy there was. He said Bill Steiner, Portage County Solid Waste Management District Director, had sent an email about 2:30 Friday afternoon, and had spoken to the Mayor earlier about it, but the Mayor had not realized that the County planned on starting to skip service this week. He thought if the County had sent the email and provided service this week, it might have made it a little more palatable to have some notice a little earlier. He said they would definitely speak to the County Commissioners tomorrow to see what type of remedy there was. He said he was taken aback to hear from a couple people that the City was being blamed for it. He said Council didn't even pass the legislation until July 12, 2021 (and there was a 30 day wait period for it to take effect) so there would have been no way for the new company to have been able to take over on July 16, 2021; and Portage County was told at least a month ago that the City would not be able to begin service with the new service provider until October 1, 2021. He said he understood and wasn't happy about it either, but it got dumped in his and Council's lap. He said they would do what they could to try and make this thing as right as they could.

Mr. Ring wanted to add another topic to tonight's executive session to discuss potential legal matters. He said he'd wanted to bring this up tonight because it was fresh, and the communication from the County was wretched, and they were simply breaching the contract they had with the City.

**MOTION: TO MOVE THIS RECYCLING DISCUSSION TO THE AUGUST SERVICE COMMITTEE MEETING.**

Moved by Mr. Hannan, seconded by Mr. Lampa. Upon voice vote, **motion carried.**

Executive Session

**MOTION: TO RECESS INTO EXECUTIVE SESSION TO CONSIDER AN ECONOMIC DEVELOPMENT PACKAGE AND PENDING LITIGATION.**

Moved by Mr. Kocisko, seconded by Mr. Hannan. Upon roll call, **motion carried 6-0 and the meeting recessed at 7:40 p.m.**

**MOTION: TO RECONVENE FROM EXECUTIVE SESSION.**

Moved by Mr. Lampa, seconded by Mr. Hannan. Upon voice vote, **motion carried and the meeting reconvened at 8:15 p.m.**

Citizens' Comments

None.

Announcements

A Regular Council Meeting will immediately follow this meeting.

There being no further business to come before this Finance Committee, and upon motion by Mr. Lampa, seconded by Mr. Hannan, this meeting adjourned at 8:15 p.m.

ATTEST:

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Caroline L. Kremer, Clerk of Council

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Justin Ring, Chairman