

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

Monday, April 11, 2022

This Special Finance Committee Meeting was called to order on Monday, April 11, 2022 at 8:49 p.m. by Justin Ring, Chairman.

**PRESENT:** Mike Lampa, Justin Ring, Anthony Lombardo, Jennifer Wagner, Julie Field, Steve Michniak

**ABSENT:** Jon Hannan

**ALSO PRESENT:** Glenn Broska, Mayor  
Frank Beni, Law Director  
Patricia Wain, Police Chief  
Robert Reinholz, Fire Chief  
Matt Miller, Finance Director  
Kara Dolansky, Financial Assistant  
Justin Czekaj, Municipal Engineer  
John Cieszkowski, Planning Director  
Greg Mytinger, Parks and Recreation Director  
Shawna Lockhart-Reese, HR Manager  
Mike Kuhstos, Bicentennial Committee Chairman  
Caroline Kremer, Clerk of Council  
[by Zoom video conferencing:]  
None.

**MOTION: TO EXCUSE MR. HANNAN.**

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

**Special Business**

**New Financial Software Presentation**

Matt Miller said the City would be losing support for the current financial software by July 2023. The software was needed to stick to the revenue budget and the expense budget and provide Council and the departments the financial information they needed to run the City. He said the Finance Department wanted to move into a more modern realm where the department heads would have access to the system to get the information they needed whenever they needed it. They hoped it would lead to more information led decisions around the City. They had just finished their demonstrations from the vendors and had provided City Council with a decision matrix that summarized the options.

Kara Donalsky confirmed the City was very limited with the current system the Finance Department was utilizing. The Finance Department staff was doing a lot of manual processing, but was looking

for a tool/system that would do the work for them, and then the staff could do more analytical things in the future and propel the City into the future. The Finance team took a wholistic approach to reviewing these financial systems with the various vendors including cost, ability to handle future specs, technical integration with existing external systems, and vendor support for installation and ongoing use [see attached decision matrix].

Ms. Dolansky said it came down to BS&A and Tyler Technologies and after further inquiry with reference calls, the Finance Department recommended going with BS&A, especially because the water billing system was already changing to BS&A so it would help with the efficiency of the City, and it was the lower cost.

Mr. Ring commented that the Finance Department had noted that BS&A was a smaller vendor than the others, but Mr. Ring said they had been doing this since 1987 and had a portfolio of other cities they worked with so smaller wasn't necessarily a negative, smaller might even offer better service. Matt Miller noted BS&A had gone to a web-based/cloud-based system which would lower Streetsboro's costs because Streetsboro would not have to upgrade the City servers to handle a larger number of users (approx. 30). The grand vision was to have everything in one system, so it seemed BS&A was the clear winner. Matt Miller noted the City could do without one of the unneeded modules and save about \$3,200. Mr. Ring agreed BS&A was the best choice, with the lowest annual fee.

Mr. Ring asked if the BS&A software had a query-able database. Ms. Dolansky said the software had better capabilities to do customizable reporting, unlike the existing system. Mr. Lampa supported the choice of BS&A and was pleased Streetsboro would be the first in Portage County to use BS&A.

Matt Miller said the City handled a lot of transactions and he wanted to simplify it and be able to analyze things quicker and get the directors the information they needed quickly. He wanted to have a contract prepared for Council's review at the next Finance Committee Meeting in two weeks. The transition would be a year long project, so the City needed to get started now and move into the next system way before the old system was not supported at all.

#### T-7214 Donate \$50,000 to Heritage Foundation for Bicentennial

Matt Miller said this was discussed at the previous Finance Committee Meeting and the administration had spent the last two weeks to clear up a few things. This ordinance and the next agenda item needed to be in place to make sure the City was covered for the next audit. He had talked with the State Auditor's Office in regard to some things that were important to the City to make it through the audit without any issues. The amended version of this legislation would authorize the transfer of the next \$50,000 to the Heritage Foundation on an as needed basis.

The next legislation clarified the Bicentennial would be a City event; the City was financing most of the event. By making it a City event it would clarify the insurance, the police coverage, etc. to make things run smoother.

The Clerk mentioned that the Law Director had prepared a revised version of T-7214 that had the

changes indicated in red for discussion. She asked Council to clarify which version of T-7214 Council would send forward to tonight's Regular Council Meeting.

**MOTION: TO ADOPT THE REVISED LANGUAGE IN T-7214 AS AMENDED BY THE LAW DEPARTMENT.**

Moved by Mr. Michniak, seconded by Mrs. Field. Upon voice vote, **motion carried.**

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

Moved by Mr. Michniak, seconded by Mrs. Field. Upon voice vote, **motion carried.**

T-7225 Permit the Streetsboro Heritage Foundation/Bicentennial Committee to Manage the Bicentennial Celebration Events for the City

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

Moved by Mr. Michniak, seconded by Mrs. Field. Upon voice vote, **motion carried.**

T-7221 Amend 2022 Annual Appropriations [#5]

Matt Miller said budget adjustments were made for the vehicles discussed in tonight's Service Committee Meeting to be purchased ASAP because delivery time was so far out. The Paving budget was also adjusted per the discussions at a previous meeting regarding linear grading and ditching portions of Summers Avenue, Valley Brook Road, and Gates Avenue to be taken out of the Paving account line. Mr. Ring thought the Sperry line design was ditching too and should also have been taken out of the Paving account line, but Matt Miller would look into it and do it at the next Finance Committee Meeting if it needed to be changed.

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

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

**Announcements**

The Regular Council Meeting will immediately follow this meeting.

There being no further business to come before this Special Finance Committee, and upon motion by Mr. Lampa, seconded by Mrs. Field, this meeting adjourned at 9:08 p.m.

ATTEST:

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Caroline L. Kremer, Clerk of Council

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Justin Ring, Chairman