

## **FINANCE AND ECONOMIC DEVELOPMENT COMMITTEE**

**OCTOBER 13, 2020**

The meeting was called to order at 5:31 p.m. by Chairman Jim Matuszak. Committee members present were Deborah Born, Jim Matuszak and Tim McCarthy. Also present were Bridgette Kabat, City Administrator, Kate Sandretto, Law Director, Dave Creps, Finance Director, Amber Rathburn, Deputy Finance Director, and Steve Bronder, Income Tax Commissioner.

### **APPROPRIATION/ENCUMBRANCE OF CARES ACT FUNDS**

Ms. Sandretto reported that the City received an additional \$779,309.01 in CARES Act funds. To date \$942,947.69 has been appropriated. She explained that the CARES Act allows us to use the funds for police and fire wages even if they were already budgeted. Ms. Kabat added that all expenses need to be paid or encumbered by November 20. Mr. Creps stated that the State Auditor's Office has given specific guidance on how to encumber those funds through legislation. There was discussion regarding other qualified expenses under the CARES Act, but Ms. Kabat explained that for simplicity we will use the items that have already been paid for or encumbered from the CARES Act fund, and then we will use safety forces payroll for the remainder of the funds. Ms. Kabat said that two pieces of legislation are needed, one to amend the budget to appropriate the additional funds received, and one to encumber the police and fire wages for the remainder of the year. The Committee agreed 3-0 to recommend approval of both items.

### **ECONOMIC DEVELOPMENT**

Ms. Born asked if Glenn Grisdale, the City's economic development consultant, was going to come to a committee meeting. Ms. Kabat said that he usually comes once a year to give his annual report. Mr. Matuszak said that he doesn't need to come in; he can send in his report.

### **FINANCE DIRECTOR'S REPORT**

The Committee reviewed expenditures over \$5,000 for the month of September. Mr. McCarthy asked about the purchase of suppressors. Ms. Sandretto said that they are used to protect the officers' hearing. Ms. Born asked about a payment to Bowers Asphalt, and Ms. Kabat said it was for the 2020 Resurfacing Program.

The balance in the Health and Welfare Fund as of September 30 was \$250,311.60. Mr. Creps said the balance is dwindling due to some significant claims. He said that rates will be higher next year because we will not have much of a beginning balance. Mr. Matuszak asked if the fund will make it through the year, and Mr. Creps said it will be close.

Mr. Creps requested approval of legislation accepting the amounts and rates in the Certificate of Estimated Resources. He stated that our numbers in the preliminary budget are a little higher than what Wood County says so we may need to adjust our numbers a little in the budget amendment process. Mr. Matuszak asked if we ever question Wood

County's numbers. Mr. Creps said that we have not because looking at the assessed valuation and the rates you should be in the ballpark. He said their numbers have always been in the ballpark so there's no need to question the Budget Commission.

### 2021 BUDGET

Ms. Kabat said that she can send out the worksheets with more detailed information for the Administration, Finance, Law and Prosecutor budgets. She said that most of them are down from last year's budgeted amount. She explained that the budget for the Law Department is up because all five bargaining agreements expire next year. Ms. Born asked if we need to spend the money to repaint the SR199 water tower now with Covid. Ms. Kabat said that the repainting will be paid for from the water fund, but it does need to be done because it is an EPA requirement. There was a brief discussion regarding the budgeting process.

### TAX COMMISSIONER'S REPORT

Mr. Bronder reported that income tax collections for the month of September were \$1.9 million dollars which is down 1% from September 2019. Year to date collections through the first nine months of the year were \$15.8 million which is down 5.4% from 2019.

There being no further business, the meeting adjourned at 6:14 p.m.

Respectfully submitted,

Jim Matuszak, Chairman  
Finance & Economic Development Committee

***Next meeting: Tuesday, November 10, 2020 at 5:30 p.m.***