

**FINANCE COMMITTEE  
MOTION SUMMARY  
July 29, 2020**

ITEM 1. Roll Call

Chairman Hellinger called the Virtual Cisco Webex Finance Committee meeting to order at 1:02 p.m.

Members Present: Vice-Mayor Kent Shafer and Chairman George Hellinger

Members Absent: Vice-Chairman Chris Jones

Staff Present: Justin Nahvi, Finance Director, Rob Alger, City Accountant, Alycia Ballone, Budget Analyst, Kyle Kridler, Assistant City Manager, Tom Homan, City Manager

**Motion to Excuse:** Vice-Mayor Shafer motioned to excuse Vice-Chairman Jones, seconded by Chairman Hellinger. Motion approved by a 2-0 vote.

ITEM 2. Approval of the Motion Summary for the meeting held June 17, 2020, as recorded and transcribed.

**Motion:** Vice-Mayor Shafer moved to approve the Motion Summary from June 17, 2020, as recorded and transcribed, seconded by Chairman Hellinger. Motion approved by a 2-0 vote.

ITEM 3. Public Comments

No public comments were received via email.

ITEM 4. Review of June Financial Report

Mr. Nahvi reviewed the June Financial Report. The Income Tax year-to-date receipts are 15.2% less than a year ago. This decline is attributed to both the shift in of the income tax filing due to date to July 15, 2020, as well as the rise in the unemployment rate.

The Fire/EMS Income Tax Fund was reviewed. The City contracts with Delaware County to provide EMS services to certain unincorporated portions of the County. To date, the City has received \$342,566. The Stormwater Fund charges for services were marginally up compared to last year. The Water Fund is performing as expected. It collected \$854,506 in Capacity Fees. The Wastewater Fund meter charges were slightly less from the same period a year ago. The Wastewater Fund expenditure is performing as expected through June. The

Refuse Fund total collections were approximately \$1.8 million. He provided a breakdown of total cash balances in all funds.

Mr. Nahvi discussed the RFP process to change banks, which was required to have a branch within the City limits. The proposals were due June 12, 2020 and interviewed the top three candidates based on the scoring process. Chase Bank was the final bank chosen. He discussed expanding services for online payments and credit card transactions.

ITEM 5. Review of 2020 Budget Gauge

Mr. Nahvi reviewed that 2020 Budget Gauge remains at Budget Restraint.

ITEM 6. Discussion of 2020 Income Tax Collections and Updated Revenue Forecast

Mr. Nahvi reviewed the Monthly Income Tax Revenues from 2018 to 2020.

ITEM 7. Discussion on 2021 Budget Development Timeline

Mr. Nahvi provided his proposed timeline for the introduction and public hearings for the 2021 Budget. Mr. Nahvi discussed expected budget restraints related to COVID-19 in 2021. The Committee discussed the format to conduct budget meetings and the reports from Directors.

ITEM 8. Member Comments

There were no additional member comments.

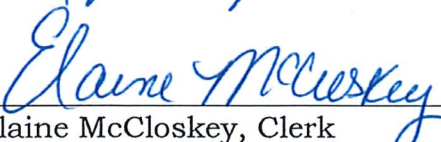
ITEM 9. Next Meeting Date: To Be Determined

The Committee agreed to meet on August 26, 2020 for the next meeting.

ITEM 10. Adjournment

**Motion:** Chairman Hellinger moved to adjourn the Finance Committee meeting. The Finance Committee meeting adjourned at 1:44 p.m.

  
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Chairman

  
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Elaine McCloskey, Clerk