



CITY OF OLMSTED FALLS
FINANCE COMMITTEE
MINUTES
JUNE 16, 2020
7:00 PM
VIRTUAL MEETING

Council President Paul Stibich called the meeting to order at 7:00 p.m. Roll call was conducted. Councilmen Lori Jones, Jennifer Jansen, Jay McFadden, Cornel Munteanu, Yvonne Buchholz, and Brian Chitester were present.

Also Present: Nick Vitalone, Finance Director. Audience: 1.

NEW BUSINESS

May Financials – Mr. Vitalone stated that overall, as he has mentioned, at the end of May revenues were down \$108,000. Our biggest source of revenue is income tax, approximately \$3 million a year, in the general fund \$2.8 million, 10% goes into capital and 2% goes into the capital equipment funds. The May numbers are down 4.87%; we know the June numbers since we got our second disbursement from RITA and we are down 9.25% for the year or about \$166,000. We are moving toward what we consider to be the bad months, June and July and hope to recover in August. The breakdown is important because there are three facets of income tax withholding; we are only down 1% for employer withholding, which is good as it means those employers are retaining employment and are paying their taxes, which is good for us; individuals as we expected is down 14% which amounts to about \$150,000; we expected this since they moved the filing deadline to July 15th; and of course business which is down a lot but is only a small amount of our income tax about \$23,000. The big one is individuals that we will be waiting on in August. We can hopefully tread water for a little longer until this recovers.

Ms. Jones stated that since people have been working at home during this COVID-19 deal there is a law somewhere that says if you work in a city more than two weeks you have to pay income tax to that city, she asked if Mr. Vitalone thinks they will enforce that law and if that help us or hurt us. Mr. Vitalone stated that he does not know what it would do for us. Mr. Stibich stated that he and the Mayor spoke to Tom Patton about that and Mr. Patton said that there is legislation in Columbus that would allow this situation to exist without allowing the residents community to tax people for the work place tax. In other words, it's going to stay status quo for now. Ms. Jones replied that where you have your office is where you will pay not necessarily where you work. Mr. Stibich replied if you work for a company and their corporate headquarters is in Cleveland and you have always gone to Cleveland to work but now all of a sudden your working out of your home your employer is still going to withhold the taxes for Cleveland and the employee will be responsible for their residence tax here; so for right now that's not going to change. We cannot assume that we are going to be able to go after individuals or after their employer because if their employee is located in Cleveland we really have no jurisdiction to tell them that they withheld money for Cleveland but should have withheld for Olmsted Falls so we would have to go after the individual. Ms. Jones replied that she remembers when she worked for the state and the City of Columbus and all of us stopped

paying Columbus because we did not work there for two weeks a year. Mr. Stibich stated that we would have to locate the individuals that were working out of their home and assess them some amount of money or ask them to come in to review how long they worked in Olmsted Falls. Ms. Jones stated that she thought it said on our taxes that they could automatically do that. Mr. Stibich stated that the individual would have to go to Cleveland and file a tax return for a refund indicating that they worked in Olmsted Falls and that their employer wrongly withheld for Cleveland which would create a burden to the tax payer. Ms. Jones replied that you can file all of it on one RITA form. Mr. Stibich stated that generally you have to file a separate refund request return.

Mr. Vitalone stated that if you are an individual and it benefits you, in other words if you live in a township and work in Cleveland but end up working in the township that benefits an individual, they could individually apply for the refund from Cleveland because you didn't work there and then you would owe nothing in tax. Will that work out he does not now but there will be some battles for a lot of people. But if you live and work in a 2% city it doesn't matter where they are taking it from as you will owe the same thing. Hopefully this doesn't become an issue and people start filing for refunds. In Olmsted he thinks it would be to our advantage because with our 1 ½% rate we are probably lower than a lot of places and if people are staying at home they might in turn want to pay us.

Mr. Vitalone stated that the first half of real estate came in a little higher but the second half we expect delays; he is not sure what kind of delays but believes delinquencies may go up the second half, hopefully not too bad for us. He believes real estate will be stable for us this year.

He stated that EMS billing is running in line of where it needs to be, refuse charges are a little down; interest will hurt us because interest rates are down to nothing so there will be a decline there. Ms. Jones stated that this will benefit us next year with the bond issues.

Mr. Vitalone stated that the Mayor's Court is about half of where we were last year at time with \$20,000 and last year, we were almost at \$40,000. Obviously, the pandemic is creating a lot of issues for the Mayor's Court and from what he understands some of this decline could be attributed to the motorcycle cop that we no longer employ as that raises a lot of the moving violations that you might otherwise not have.

Ms. Jones asked what is in other revenue. Mr. Vitalone stated that the city has received some one-time payments that he previously discussed before. The BWC gave us a refund based on the 2018 premiums which was almost \$39,000; the RITA retainer that we usually get in June we received in May in the amount of \$22,000; we also got monies from RITA based on a service contract we had with them that we are no longer have and that was \$34,000. Ms. Jones asked if this had to with the software. Mr. Vitalone replied that RITA use to service the SSI software for maintenance but we now use the vendor. Ms. Jones asked if SSI wanted a deposit. Mr. Vitalone replied that he has not seen anything from them yet regarding costs.

Mr. Vitalone stated that we also received stimulus money from health and human services in the amount of \$7,600, which he mentioned a few times, and we used that to buy masks and cleaners. Moving forward we have a couple things on the horizon that could help us be able to keep afloat for a few months, we have some property for sale and if that goes through that would be a big help moving into the second half. Ms. Jones stated that this accounts for

\$80,000 and there is \$140,000 in the fund. Mr. Vitalone stated that there was a collection of \$26,000 for a property that sold on Tyndall Falls. Ms. Jones indicated that would raise the other revenue to \$110,000. Mr. Vitalone indicated that the other could be small miscellaneous refunds. Mr. Stibich asked if Mr. Vitalone could send a list of all monies that went into this category. Mr. Vitalone stated that the ones he highlighted were the larger refunds. He indicated that he would get the detail sent to Council.

Mr. Vitalone stated that the city should receive \$133,000 from the Coronavirus money and he is hoping that this can be used for the city's first responders as that would be a big help. The last resort would be interfund borrowing with some of the funds that have large balances. Ms. Jones indicated that if there is borrowing from other funds it has to be approved by Council. Mr. Vitalone replied he is aware and would be presented to Council.

Mr. Chitester asked if Mr. Vitalone knows if any of the businesses have taken advantage of the HR protections. Mr. Vitalone replied that he would not be able to tell. Mr. Chitester indicated that he was wondering if he could recognize changes. Mr. Vitalone stated that there are reports that he could obtain from RITA which would show if contributions were increased or decreased compared to the last year, but he would not know why they increased or decreased. Mr. Chitester indicated that he was curious to determine if businesses were keeping their employees, which it seems that they are from the reports. Mr. Vitalone replied that based on what he sees there is not much of a change from last year, so that leads us to believe that everyone is working. Ms. Jones replied that tomorrow is the last day to apply for PPE money and there is still money available. She stated that with the payroll protection monies independent contractors can apply and the funds will be retroactive to March.

Mr. Stibich asked if it was proper to show the RITA refund as income rather than offset against expenses. Mr. Vitalone replied that he would show it as revenue this year because he does not believe that the funds were expended this year. If it was in the same period, he would reduce the expenditure.

Mr. Vitalone stated that to remind Council, the biggest thing we did under the Mayor's direction was a 10% reduction in hours or a pay cut for the non-union employees which is 14 employees and if you include Council 21, and will save the city upwards of \$50,000. This measure will last approximately six months. He stated that last year the city had a full time Economic Development Director and that is no longer in existence and since then we had it contracted out for \$2,000 a month, which has also been suspended. Ms. Jones asked when the \$2,000 was suspended. Mr. Vitalone indicated that he does not know the exact date the Mayor would have to answer that question, it has been at least a couple of months. Ms. Jones replied that she believes there was a payment in May. Mr. Vitalone indicated that he is reviewing what has either been done or will be doing for June and July. The senior center has been closed so we are not receiving money for that and does not know when they would re-open. Ms. Jones stated that the city receives a grant and we pay OCC with the grant. She asked if the because the center is closed the city will not receive the grant. Mr. Vitalone replied that you will only receive the grant if there are participants coming in.

Mr. Vitalone stated that looking at the bigger departments police, fire, service and economic development are down, law enforcement \$50,000; fire \$22,000; service \$50,000 and economic development/business and community services down \$25,000. Ms. Jones stated that the first

part of last year the fire department had tons of overtime and she asked if he knew the status of the benefit overtime year to date versus regular overtime. Mr. Vitalone replied that he has spoken to all the department heads and they have all been doing a good job with salaries and their operating budgets, supplies are down, some of this may be timing but they have all contributed to keeping their costs down. Ms. Jones replied that she believes last year at this time they were about \$100,000 higher with overtime because of things that were going on. Mr. Vitalone replied that he was not employed by the city at that time, last year there could have been more runs or fires so the department needed the overtime and this year maybe nothing so its lower. These are not always controllable and are dictated by the circumstances that happen. Mr. Munteanu replied that there were two firefighters off last year at different times with injuries and when you run minimum staffing and one is off on sick leave for three months at a time you have to fill the shift and that is why the overtime was high. Ms. Jones stated that we also paid overtime for an acting chief. Mr. Munteanu replied yes, but when you have people out on sick leave you are paying benefit time plus covering the shift and that is what brought in all the overtime, which was unfortunate. Mr. Chitester indicated that Chief Rogers also reported that calls for service are down in the police department so there could be a good chance that we are seeing the changes because not many people are going out so many officers are not spending time on calls. Ms. Jones stated that she also heard that fire calls were down too, comparatively, people are staying home and not calling when they are sick apparently. Mr. Vitalone stated that the pandemic has taken a toll on every aspect of municipal governments. Mr. Munteanu indicated that Southwest ER was down 40% last month so every body is basically not running EMS. Mr. Vitalone stated that he believes everyone was scared to even go to the hospital because they were afraid they would catch it so if you're not terminally ill you're not going to the hospital.

Mr. Vitalone stated that this year we had a couple things help, one was the refund from BWC then the OPWC loan that the city does not have to pay this year saves \$10,000, little things add up and the various revenue items being received are kind of filling in the gaps.

Ms. Jones asked why there was such a big increase in engineering professional services. Mr. Vitalone replied that he believes some of the increase is due to projects being completed by Chagrin Valley. Mr. Stibich indicated that this could also be related to the Phase V project. Mr. Vitalone replied that he can obtain detail on that increase.

Mr. Vitalone stated that we had protests in Cleveland and Olmsted Falls and he has a breakdown on some of those costs. Ms. Jones asked where those are being reported in the financials. Mr. Vitalone indicated that these costs will be absorbed in salaries so you would not see them in the report.

Ms. Jones stated that she is wondering why our waste collection increased when we are under contract, and asked if it increased due to the contract. Mr. Vitalone stated that the contract is an agreed upon number of housing units and there were some units that were never billed and had to be paid.

He stated as far as the security for the Olmsted Falls event and the mutual aid in Cleveland, both averaged out to be around \$5,000, so for both events the costs were slightly over \$10,000. He stated that most of the costs are included in police salaries and benefits. Ms. Jones stated that all of the cities belong to one unit and we pay into that unit so it doesn't cost

us extra since we are already paying into the unit. Mr. Vitalone replied these costs are not included in that unit. Mr. Stibich stated that he had a discussion regarding mutual aid with the Mayor and believes that is what Ms. Jones is referring to. Ms. Jones indicated that could be the unit because we had some of our police that went out to other suburbs when they had things and they come here and its supposed to be like a shared thing so it doesn't cost extra. Mr. Stibich stated that there are some parts of the police that we asked to come for the protest that we don't have to pay because of mutual aid but then again we had to provide our mutual aid to other cities that is covered in our payroll and the other cities do not pay those so its kind of an offset. He does not know what the exact numbers are or who the people were. Ms. Jones stated that she is wondering if Mr. Vitalone is considering that when he computes his numbers; is he considering how everybody contributes and some of it we don't get a bill for because we participate in mutual aid. Mr. Vitalone stated that he does not have figures on that as he would have to contact those who came into our city, so your right, it's a mutual aid situation but you don't know whether you are paying more or less depending on whether you need the help or someone else does; so no that is not factored in, this is just based on what we spent on our guys being here for whatever event it was.

Ms. Jones stated that she has a couple of questions regarding the fund summary. Ms. Jansen asked if the \$10,000 was just for Saturday's event or for Saturday and Sunday. Mr. Vitalone replied that the costs are for both days. Ms. Jansen asked if she could have a copy of the breakdown. Mr. Vitalone replied that he would email. The breakdown was completed by Chief Rogers and the finance department inputted the fire department numbers.

Ms. Jones stated that at the end of last year all the money in Fund 118 was encumbered and when she was looking at December of 2019 it was all taken out and then put back so she was wondering why it was taken out at the end of the year and why is it back at the beginning balance. Mr. Stibich indicated that the street lighting fund revenues are generated by the real estate taxes and then it goes to the electric company to pay for the street lights. Ms. Jones stated that the beginning balance was \$23,058 and then it says year to date revenue of \$61,000 then the \$61,000 was taken out on December 31st so how is it revenue now. Mr. Stibich stated that the \$61,000 is the revenues generated from the real estate taxes. Ms. Jones asked Mr. Vitalone to research and get back to Council because it was in there and then all of a sudden it was gone. Mr. Stibich stated that the fund started out with \$23.58 at the beginning of the year. Ms. Jones stated that at the end of the year they took out the \$61,000 and now its back and says we only spent 37 of it. Mr. Stibich stated that the fund started out with \$23.58. Ms. Jones stated that the last day of the year they encumbered it all of a sudden there was a PO for it and it was gone and she is just questioning the \$61,000. Mr. Stibich asked if she believes the \$61,000 is a carryover from 2019. Ms. Jones stated that on the last day of the year something was taken out and then all of a sudden, its back so she wants Mr. Vitalone to research. Mr. Stibich stated that he believes it has something to do with the payment of the electric bill. Ms. Jones stated that she does not know it just seems like the 61 was out and then it's back maybe research the history from September, 2019 to March 2020.

Ms. Jones asked why the Jenkins Fund has a negative unencumbered fund balance. Mr. Vitalone replied that we discussed this. You enter into a contract at the beginning of the year so you open the PO when the contract is entered into but then you have lagging revenues every month. It should catch up but he is not sure how much of this contract will be voided based on how many months we are closed that number will come down. This should straighten

itself out throughout the year. We are not getting the revenues but we are not spending the money. Ms. Jones asked the same for the storm and sewer M&R Fund 114, why does that have such a negative unencumbered balance. Mr. Vitalone stated that this fund came into the year negative. Those are projects, according to the Service Director, that were entered into. Ms. Jones asked why the beginning balance is 97 cents. Mr. Vitalone replied that he does not know what the 97 cents is because it was negative 46 at the beginning of the year. The only thing we could have done was close the PO's. Apparently, we are in the middle of a project in this fund so there is nothing he can do at this time. Ms. Jones asked if it was related to Phase V. Mr. Vitalone replied that he believes it is just various storm sewer projects and the revenues we receive cover the negative number and those revenues will come in throughout the year. He does not know why that went negative and does not know if Ms. Jones can see that on her December report or not. Ms. Jones stated that she will have to go back and look at that fund.

Ms. Jones asked if sanitary sewers was Phase V. Mr. Vitalone replied that fund 215 is Phase V and we have a lot of grant funds yet to be received. He just spoke with Mr. Sheehy and he is getting those funds straightened out.

Ms. Jones stated that when Mr. Vitalone reviewed the the miscellaneous revenue numbers like the RITA retainer did they all go into the general fund. Mr. Vitalone replied yes. All of those numbers were general fund that he gave Council. Ms. Jones stated that without that \$140,000 we would be down \$150,000. Mr. Vitalone replied yes, we would be down more than we are so we are lucky some of these things came through either through other government agencies or one time monies or the acceleration of receiving funds.

Mr. Munteanu stated that regarding the fire department and intergovernmental as of May its \$10,000 over May of 2019. Mr. Vitalone stated that it looks like it doubled and is assuming it has to do with dispatch. He spoke with Chief Sheehan and it has to do with Southwest Dispatch. Ms. Jones stated that what Mr. Nogalo would do is he would accumulate stuff then take it from the special revenue fund quarterly and asked if it could be part of that. Mr. Vitalone stated that is the thing about not having history because he doesn't know what happened last year, this could be just a timing issue it came in early one year and came in later the next year or could be a reallocation of either salaries or operating expenses to one of these other funds. Ms. Jones stated that the city has special revenue funds from taxes, fire and police, and sometimes they are not allocated monthly and that makes a difference but she does not if that is part of it or not. Mr. Vitalone stated that it could be any of those things or it could also be a posting error, there are all kinds of things that could go into these variances but we can look into them.

Mr. Vitalone stated that after speaking with the directors he knows that Chief Rogers is down in personnel so we can expect some additional payroll costs; he also knows that the service department is also down so, moving forward he does not know the level of service we will have but these are issues that will require additional overtime or adjust the services that the city provides.

Ms. Jones stated that the 108 Parks fund was changed. Originally charge parks was going to be charged for the riding lawn mower but then he charged parks to 20 and the other fund to 10 and the budget says 30 so that needs to go to 20. Mr. Vitalone asked which report she was

referring to. Ms. Jones replied Report 52. She is saying that it looks like in supplies he might have put the lawn mower in so we still don't have that budget of 30 for capital equipment miscellaneous because it says supplies is \$37,000 so that must include the lawn mower. Mr. Vitalone asked if she was looking at the service department budget. Ms. Jones replied parks fund 108 on Report 52. There is the capital miscellaneous but he said he was only going to charge parks 20 and the other 10 because he uses the lawn mower for parks 2/3's of the time but in supplies it says \$37,000 so she is wondering if he already charged the lawn mower in the supplies for \$37,000. Mr. Vitalone replied that he does not know what all the items are as this figure is the budget for the year. Ms. Jones stated that she will have to go back to the budget when we had our meetings. She indicated that he said that he was only going to charge parks \$30,000 but when she questioned why they had to pay for the whole thing he said he was going to charge it 20. She is just curious what that 37 was because originally, she was told that was going to include the lawn mower equipment. She asked what was in capital improvement miscellaneous unless that's the leftover of the for the outhouse at East River.

Mr. Stibich stated that Ms. Jones is questioning what the \$37,000 is for supplies and if she was asking if the \$30,000 for the lawnmower should only be \$20,000. Ms. Jones replied yes, Council only approved \$20,000. Mr. Vitalone replied that he is sure the funds were charged to the right place; it doesn't look like the mower was paid for yet. Mr. Stibich replied that if the city budgeted \$30,000 for the lawnmower and only paid \$20,000 for it the budget wouldn't change. Mr. Vitalone stated that he is unsure what he had in that line as it may have fallen in with prior years and this is what he spent in prior years. Ms. Jones replied that supplies does not fit. It should be around \$15,000 maximum. Mr. Stibich asked if Mr. Vitalone could research this issue as well.

Mr. Vitalone stated that a few additional items coming forward for the next Council meeting will be the alternative tax budget for 2021 and this is just a starting point for 2021 showing the city's need for the tax levies that we get from our inside millage. Ms. Jones stated that this proves that we need all the money we are getting so they don't keep any of it. Mr. Vitalone replied yes and obviously we need the money as does every other community. Ms. Jones asked what date is it due to the county. Mr. Vitalone replied by July 15th so the next meeting would be the best time. They will then come back sometime in September with the rates that Council will review and approve and that needs to be certified before October 1st. He spoke to the auditors today and our audit for 2019 should be done in the next couple of weeks and we should get a draft report. Ms. Jones stated that when the exit meeting is scheduled, she would like to attend and indicated that Mr. Stibich likes to come as well; anybody can attend. Mr. Vitalone replied that he will do whatever Council wishes. He will keep Council apprised and when the meeting is ready to be scheduled, he will set up a good date. Ms. Jones replied that she only cares about the management letter. She asked Mr. Vitalone if he reviewed last year's audit. Mr. Vitalone replied yes and indicated that some of the issues we can clean up.

Mr. Vitalone stated that his last time is the multitude of funds that the city has, he counts at least 20 funds. He would like to either eliminate the ones that have zero balances and consolidate the others. A lot of the special assessment data are in different funds and all over the place with small balances even when they are done. He will be looking at this over the summer and will present something to Council where we can take those funds and transfer them to either one or two debt service funds. Ms. Jones replied that Council could do that and asked if he would have sub funds. Mr. Vitalone replied they would be funds, there are no sub

funds they would just be an additional debt service fund. For example, all the OWDA funds that can be cleaned up to make it simpler so we don't have a lot of them because you get a lot of budgetary issues because there are so many funds. Ms. Jones replied right, but it also makes for a good internal control and easier for Council to see where the money is coming in and going, otherwise she will be asking for subsidiaries for each. Mr. Vitalone replied that whatever she asks for he would give her. He has never seen so many debt services funds ever. Ms. Jones asked which funds he was talking about, the sewer phases. Mr. Vitalone replied basically the sewers that had special assessments. Ms. Jones replied that when the special assessment ends then you need to know if you underfunded or overfunded or got it right. Last year there was one sewer fund where money was borrowed back in 1991 and we had to pay \$100,000 because of the shortage. Mr. Vitalone replied that she would still be able to know that information; we already know there is one that is underfunded. Ms. Jones asked which fund was underfunded and we can take that one off. Mr. Vitalone replied that there was a \$7,000 transfer because it was underfunded. Mr. Stibich stated that he believes it was Phase I and when that terminated, we realized there was more due and we didn't have money in the special fund to pay it. Ms. Jones replied that we paid it out of the general fund or was it this year that we took \$7,000. Mr. Munteanu replied that Fund 139 is paramedicine which does not exist anymore. Mr. Vitalone stated that a lot of these funds actually use old accounting terms and he is unsure still exist. For example, general fixed asset account, long term debt account group these aren't even utilized anymore. Ms. Jones stated that if the city is not using the fund then that is easy to get rid of. Mr. Vitalone replied correct, you want to consolidate to make it simpler having too many buckets is not organization and it doesn't make the job simpler at all. Ms. Jones replied probably not his job but it does make looking at it clearer and shows where the funds are coming from and where they went. Mr. Vitalone replied that this is his take and believes there are a lot of funds that could either go or be consolidated to make things a little bit more manageable. Ms. Jones asked him to put together what he thinks should be eliminated or consolidated and Council will vote on it. She stated that Cleveland State use to have a public official's class for people when they are first elected but they stop those classes. They did have one on municipal finances and explained the different types of funds and where the money comes and where it goes, how you raise revenues and where the expenses are and she will send a copy to everybody so that when we start looking at reports its clearer. It is a simple version but it explains things and she will also send a copy to Mr. Vitalone. She does wish that they still held the class at Cleveland State's Levin College of Urban Affairs. She asked Mr. Stibich if he attended the week long class previously. Mr. Stibich replied no. Ms. Jones stated that Mr. Stibich would be the only one on Council that could have attended as they stopped the course the year before she was in office. Ms. Jansen asked Mr. Vitalone if he had any tools or resources like that he could share with Council to help better understand all of the reports. Mr. Vitalone indicated that he knows there is information related to finances but offhand he does not know where to find it. There are some tools out there for elected officials pertaining to the budget and the finances that he will look for. Ms. Jones stated that for each fund she started writing down where the money comes from and what it is used but was unable to finished because Mr. Nogalo left and he was helping her. Mr. Vitalone stated that you have funds for a reason but when you have so many it really ties your hands and is how we end up with all these negatives because it's too restrictive. Ms. Jones stated that the funds are really clear showing where the spending is. Mr. Vitalone replied for her, but he thinks that for funds that have less than \$100 in them why have 15 of them and he does not believe that is a good idea. Ms. Jones stated that she does not care about the small ones with zero balances that aren't used anymore, her concern is the bigger

ones that are still getting revenue or tax monies. Mr. Vitalone replied he understands and this will be a conversation for later down the road.

Ms. Jones asked if Mr. Vitalone wrote down all the questions that he had to research and get back to Council on. Mr. Vitalone replied there was an issue with the beginning balance of Fund 118; Mr. Munteanu asked about the intergovernmental expenditures as they basically doubled which he believes is due to a timing issue with Southwest Dispatch, and then Fund 108 with the budgeted supplies of \$37,000 and asked if there was anything he missed. Ms. Jones stated also Fund 108 is budgeted for \$30,000 and should actually be \$20,000 because Council approved \$20,000. Mr. Vitalone stated that the budget Council approved was for \$30,000 but Council only approved the expenditure of \$20,000 so the budget would remain the same. Ms. Jones replied right, but the budget was for the lawn mower and we were arguing about the lawn mower so he divided it up. She and Mr. Borczuch discussed it. Mr. Stibich replied that he believes what Ms. Jones is stating is that she thought when we finally approved the budget, they were going to take the \$30,000 and reduce it to \$20,000 and put the other \$10,000 somewhere else. Ms. Jones replied because the lawnmower was going to be used other than just parks and Mr. Borczuch agreed. Mr. Stibich stated that then the actuals would split 2 to 1. One thing to look into is did Mr. Borczuch agree to split that \$30,000 and if you could change the budget to reflect that. Ms. Jones replied that after she spoke to Mr. Borczuch, he didn't change the budget but did change his output. She was curious about the \$37,000 in supplies because she does not recall that as she would have asked why the high amount since supplies are never that high. Mr. Vitalone stated that we were kind in disarray at that point because that is also when the pandemic hit. Mr. Stibich stated that he thinks there was a reason for the \$37,000 but he could not tell anyone what the reason is and suggested that maybe Mr. Borczuch had something planned but whether he will be able to do it or not he is unsure, and asked Mr. Vitalone to ask Mr. Borczuch was he had in mind with the \$37,000. Mr. Stibich also indicated that Ms. Jones asked about the \$20,000 for engineering professional services. Ms. Jones replied those costs increased \$14,000 and she looks for big changes. She is not saying that it is not legitimate. Mr. Vitalone indicated that he understands.

ADJOURNMENT

Ms. Buchholz moved to **adjourn**; Mr. Munteanu **seconded**. Poll: 7 ayes; 0 nays. **Motion carried.**

The meeting adjourned at 8:09 p.m.

Paul Stibich, Council President

Angela Mancini, Clerk of Council