



**Memorandum**

To: Members of the Finance Committee

From: John J. Potts, Director of Finance

cc: David E. Weiss, Mayor  
Matt Carroll, Chief Administrative Officer

Date: February 17, 2026

Re: Then and Now Approval

Section 5705.41 (D) (1) requires in part that the fiscal officer certify that amounts required to meet obligations have been lawfully appropriated and are available for expenditure prior to the obligations being incurred. If this is not done the fiscal officer may make such certification, after the fact (commonly referred to as “Then and Now”), however if the amount of the obligation is \$3,000 or more City Council must approve payment within 30 days of such certification.

The Finance Committee is requested to recommend to Council that the Then and Now Certificate presented for the transactions on Exhibit A and the related payment be approved.

**EXHIBIT A**  
Then and Now Certification Summary  
January 27, 2026 - February 17, 2026

Dep't	PO #	Invoice Date	PO Date	Warrant	Amount	Vendor	Reason
Fire	20251217	12/17/25	1/14/2026	013026	\$3,389.42	Olivia Ventura	Invoice received during the MUNIS shutdown for the 2025 close therefore purchase orders could not be initiated. Nature of the invoice reflects a normal expenditure.
Public Works	20260452	10/16/25	1/20/2026	013026	\$3,848.00	Contractors Choice	Invoice was recently received (sent late). Normal expenditure.
Court	20260420	01/14/26	1/15/2026	013026	\$3,226.62	Northern Ohio Recovery Association	PO was not set-up prior to receiving invoice. Normal expenditure.
Human Resources	20260642	01/27/26	2/2/2026	021326	\$3,452.96	American Alternative	PO was not set-up prior to receiving invoice. Normal expenditure.
Communications & Marketing	20260712	07/18/25	2/5/2026	021326	\$4,500.00	Shark & Minnow	PO was closed from 2025, invoice came in unexpected but was a proper expenditure.