-------- Original message --------

From: "Mau, Matthew" <mmau@ritaohio.com>

Date: 12/5/22 10:38 AM (GMT-05:00)

To: Jennifer Howland <JHowland@BedfordOh.Gov>, Mike Mallis <mmallis@BedfordOh.Gov>

Cc: "Hawk, Charles" <chawk@ritaohio.com>

Subject: Bedford income tax follow up

Good morning,

I hope you both had a great weekend. I wanted to follow up to the conversation that Jennifer and I had on Friday at the OATA meeting. RITA welcomes and is excited to have the City of Bedford join the agency with an effective date of 2/1/2023 but in order for this to happen please note the following:

If the municipality does not pass legislation tonight, 12/5/2022, as previously discussed and scheduled the following MUST happen in order to have a start date of 2/1/2023 otherwise the next effective date would be 7/1/2023.

\* The drop dead date for the first extract is for RITA to receive the data from MITS on Tuesday 12/13/2022 by

close of business that day (4:00pm via secure file transfer)

\* In order for the above to happen MITS has to pull the data prior to 12/13 so that they can put the data into the

requested format that we ask for it to be sent to us in. Keep in mind historically this takes MITS roughly two days

to do this, could be more could be less depending on their work load (I would defiantly recommend discussing

this with them to ensure that this timing will work and not assume they will provide it to us immediately

following your “special” meeting.

\* MITS will not move forward with providing RITA the data until the City has signed off on the quote they provide

to supply RITA with the data (Jennifer indicated that she has already contacted Kim at MITS and provided the

City with a quote for two extracts).

\* If the municipality will not sign off on the PO/quote from MITS until after the third reading keep in mind the

timing aspect of when you will need to have the “special” meeting in order to accomplish the above for an

effective date of 2/1/2023.

\* Note that RITA will supply the municipality with two RCOG contracts to be signed by the same person(s) who

sign the Legislation passed at the council meeting. Once we receive both copies of the RCOG contracts back the

RCOG president will sign both copies and RITA will mail one copy back to the City for their records and keep one

signed copy for agency records.

Please let us know what the Municipality decides to do so that we are aware of the timeline.

Matthew Mau

Government Liaison

Regional Income Tax Agency

Phone: (440) 922-3545)

Fax: (866) 252-0938

From: Jennifer Howland <JHowland@BedfordOh.Gov>

Sent: Monday, December 5, 2022 1:52 PM

To: Mau, Matthew <mmau@ritaohio.com>

Subject: RE: Bedford income tax follow up

Hi Matt,

I received this and your voicemail. I am waiting to meet with Mike and then one of us will update you.

Jennifer Howland

Finance Director

City of Bedford

165 Center Road

Bedford, OH 44146

Phone: 440-735-6501

Fax: 440-232-5638

Jhowland@bedfordoh.gov

From: Mau, Matthew <mmau@ritaohio.com>

Sent: Monday, December 5, 2022 4:01 PM

To: Jennifer Howland <JHowland@BedfordOh.Gov>

Cc: Hawk, Charles <chawk@ritaohio.com>; Arrighi, Amy <aarrighi@ritaohio.com>

Subject: RE: Bedford income tax follow up

Importance: High

Jennifer,

Thank you for your response, were you able to discuss with Mike on how the municipality is going to handle moving

forward?

Matthew Mau

Government Liaison

Regional Income Tax Agency

Phone: (440) 922-3545

Fax: (866) 252-0938

From: Jennifer Howland

Sent: Monday, December 5, 2022 4:54 PM

To: Mau, Matthew

Cc: Hawk, Charles; Arrighi, Amy

Subject: RE: Bedford income tax follow up

We will find out more tonight. We are going to stress the timeline and either push for approval after tonight’s meeting

or hold a special meeting. I’ll let you know how tonight goes.

Jennifer Howland

Finance Director

City of Bedford

165 Center Road

Bedford, OH 44146

Phone: 440-735-6501

Fax: 440-232-5638

Jhowland@bedfordoh.gov

From: Jennifer Howland <JHowland@BedfordOh.Gov>

Sent: Monday, December 5, 2022 4:55 PM

To: Mau, Matthew <mmau@ritaohio.com>; Mike Mallis <mmallis@BedfordOh.Gov>

Cc: Hawk, Charles <chawk@ritaohio.com>

Subject: RE: Bedford income tax follow up

For preparation, can you please complete the attached?

Jennifer Howland

Finance Director

City of Bedford

165 Center Road

Bedford, OH 44146

Phone: 440-735-6501

Fax: 440-232-5638

[Jhowland@bedfordoh.gov](mailto:Jhowland@bedfordoh.gov)

From: Hawk, Charles <chawk@ritaohio.com>

Sent: Monday, December 5, 2022 5:05 PM

To: Jennifer Howland; Mau, Matthew

Cc: Arrighi, Amy

Subject: RE: Bedford income tax follow up

December 5, 2022

Jennifer Howland

Finance Director

City of Bedford

Good afternoon Jennifer

Thank you so much for the follow-up, good luck with tonight’s Council Meeting we hope for a good outcome for the City

of Bedford.

If you have any questions or require additional information please let us know. Thanks for your assistance.

Charles B. Hawk

Marketing Specialist

Regional Income Tax Agency

chawk@ritaohio.com

440.922.3291

From: Jennifer Howland

Sent: Monday, December 5, 2022 6:10 PM

To: Mau, Matthew

Subject: RE: Bedford income tax follow up

Can individuals drop off w2s and you'll complete the return for them?

Sent from my Verizon, Samsung Galaxy smartphone

From: Mau, Matthew <mmau@ritaohio.com>

Sent: Tuesday, December 6, 2022 9:17 AM

To: Jennifer Howland <JHowland@BedfordOh.Gov>; Mike Mallis <mmallis@BedfordOh.Gov>

Cc: Hawk, Charles <chawk@ritaohio.com>

Subject: RE: Bedford income tax follow up

Jennifer,

Good morning. I hope them meeting went well last night, it looks like there was a lot of questions from the public.

Please let us know how the administration feels it went. The attached form is usually completed by the City since you

are the client. You can use me/ help desk as the contact person using the information below.

Address: 10107 Brecksville Rd. Brecksville, OH 44141

CSV File Delivery Form: Secure File Transfer with RITA Help desk

Help desk phone number is 440-922-3599 (they are the ones that can do the secure file transfer I do not have the ability

to do this)

Matthew Mau

Government Liaison

Regional Income Tax Agency

Phone: (440) 922-3545

Fax: (866) 252-0938

From: Jennifer Howland <JHowland@BedfordOh.Gov>

Sent: Tuesday, December 6, 2022 11:01 AM

To: Mau, Matthew <mmau@ritaohio.com>; Mike Mallis <mmallis@BedfordOh.Gov>

Cc: Hawk, Charles <chawk@ritaohio.com>

Subject: RE: Bedford income tax follow up

Matt,

Mike has tried to get a hold of you about this. Have you received his phone call this morning?

Jennifer Howland

Finance Director

City of Bedford

165 Center Road

Bedford, OH 44146

Phone: 440-735-6501

Fax: 440-232-5638

[Jhowland@bedfordoh.gov](mailto:Jhowland@bedfordoh.gov)

From: Hawk, Charles <chawk@ritaohio.com>

Sent: Tuesday, December 6, 2022 11:14 AM

To: Jennifer Howland; Mau, Matthew; Mike Mallis

Cc: Arrighi, Amy; Zinni, Natalie

Subject: RE: Bedford income tax follow up

Good morning Jennifer

We plan to get back with you and Mr. Mallis sometime today, concerning the City of Bedford.

Thanks for your assistance.

Charles B. Hawk

Marketing Specialist

chawk@ritaohio.com

440.922.3291

From: Mau, Matthew <mmau@ritaohio.com>

Sent: Tuesday, December 6, 2022 11:17 AM

To: Jennifer Howland; Mike Mallis

Cc: Hawk, Charles

Subject: RE: Bedford income tax follow up

I did not, nor do I have a voice mail. Would he like me to call him?

Matthew Mau

Government Liaison

Regional Income Tax Agency

Phone: (440) 922-3545

Fax: (866) 252-0938

From: Jennifer Howland

Sent: Tuesday, December 6, 2022 11:18 AM

To: Mau, Matthew; Mike Mallis

Cc: Hawk, Charles

Subject: RE: Bedford income tax follow up

His door is currently closed, but please give him a call at your earliest convenience. Thanks.

Jennifer Howland

Finance Director

City of Bedford

165 Center Road

Bedford, OH 44146

Phone: 440-735-6501

Fax: 440-232-5638

Jhowland@bedfordoh.gov

From: Mike Mallis

Sent: Wednesday, December 7, 2022 3:45 PM

To: 'Mau, Matthew' <mmau@ritaohio.com>; Jennifer Howland <JHowland@BedfordOh.Gov>

Cc: Hawk, Charles <chawk@ritaohio.com>; John Montello <john.bedfordlawyers@gmail.com>

Subject: RE: Bedford income tax follow up

Matt,

Following up on our conversation yesterday, Jen was able to connect with Kim regarding the data extract. Once they are

in receipt of the signed paperwork, the process will take two to three working days to complete. Should City Council

move forward with the special meeting on Monday and if approved, the data extract will most likely be completed

either Thursday or Friday. I guess the question is will this work? If it is simply not possible then we will reevaluate all

our options, even the possibility of the 7/1/2023 effective date.

Also, would you be able to send over the contract in word format....there are some items we wanted to look at and

would send over a redline version if there be any changes or adjustments.

Thank you.

Michael S. Mallis

City Manager

City of Bedford, Ohio

(440) 735-6515

[mmallis@bedfordoh.gov](mailto:mmallis@bedfordoh.gov)

From: Mike Mallis

Sent: Thursday, December 8, 2022 10:24 AM

To: Mau, Matthew; Jennifer Howland

Cc: Hawk, Charles; John Montello

Subject: RE: Bedford income tax follow up

Matt,

As a follow up to your call, we will move forward and schedule the special meeting for City Council to vote. The meeting

will take place Monday at 6pm....by chance would you or a representative from RITA be able to attend?

Also, would you be able to send over the contract in word format....there are some items we wanted to look at and

would send over a redline version if there be any changes or adjustments.

Michael S. Mallis

City Manager

City of Bedford, Ohio

(440) 735-6515

[mmallis@bedfordoh.gov](mailto:mmallis@bedfordoh.gov)

From: Mau, Matthew <mmau@ritaohio.com>

Sent: Thursday, December 8, 2022 10:28 AM

To: Mike Mallis; Jennifer Howland

Cc: Hawk, Charles; John Montello

Subject: RE: Bedford income tax follow up

Attachments: COG Agreement-current-06 \_SAMPLE\_.pdf; Resolution 2008-5 (COG).pdf; Resolution

2003-6 Retainer Refund Change.pdf

Follow Up Flag: Follow up

Flag Status: Completed

Mike,

Good morning. Thank you for providing RITA with an update. We were able to convince our IS team to extend the

extract date until not later than Friday the 16th, if we do not receive the data by the 16th we would need to discuss a

7/1/2023 start date. Hopefully MITS can get us the data on Wednesday or Thursday. Again RITA is really looking forward

to our partnership but we need to make sure there is enough time to allow for a smooth transition for all parties(

administration, taxpayers, and RITA). Please continue to keep us updated on the special meeting.

I have attached copy of the “sample” contract for you to view, please note when we provide the municipality with the

actual contract there is no redlining or changes, all contracts with our member municipalities are identical. Please call

me if you have further questions regarding this.

Matthew Mau

Government Liaison

Regional Income Tax Agency

Phone: (440) 922-3545

Fax: (866) 252-0938

From: Mike Mallis

Sent: Thursday, December 8, 2022 11:17 AM

To: Mau, Matthew; Jennifer Howland

Cc: Hawk, Charles; John Montello

Subject: RE: Bedford income tax follow up

Follow Up Flag: Follow up

Flag Status: Completed

Thank you. Is a representative able to attend should Council have any questions

Michael S. Mallis

City Manager

City of Bedford, Ohio

(440) 735-6515

mmallis@bedfordoh.gov