

Minutes of Perrysburg Finance and Economic Development Committee

Meeting Held May 12, 2026

CALL TO ORDER - 4:00 PM

The meeting was called to order at 4:04 pm by Rick Rettig, Chairman.

ROLL CALL

Committee members present were Cory Kuhlman, Tim McCarthy and Rick Rettig. Staff members also present were Amber Rathburn, Finance Director, Khayla Trego, Deputy Finance Director, Joe Fawcett, City Administrator and Tim Effler, Law Director.

APPROVAL OF APRIL 14, 2026 MEETING MINUTES

There being no objections, the minutes of the April 14, 2026 meeting were unanimously approved.

NEW FUND REQUEST - STORMWATER

Ms. Rathburn said that this resolution is a request to establish a Stormwater Utility Fund. She said that all stormwater service charges apart of the stormwater utility program will be deposited in a stormwater utility enterprise fund and used exclusively for the stormwater utility program. The Committee agreed 3-0 to move this on to City Council.

DONATION OF HISTORICAL MARKER

Ms. Rathburn said that there is a Historical Marker located at Hood Park that is no longer needed for municipal purposes and the City would like to donate it to the Perrysburg Area Historical Museum. There being no objections, this is being forwarded 3-0 to City Council.

STREET TREE ASSESSMENT

Ms. Rathburn spoke about Street Tree Legislation. She stated it is determining whether to proceed and also levying the special assessment. The dollar amount has not changed from what it was in previous years. The total is \$70,000 divided between all parcels in the City. There being no objections, this is being forwarded 3-0 to City Council.

REQUEST OF 2026 BUDGET AMENDMENTS

Ms. Rathburn went over the budget adjustments. She said the adjustments all involve the Municipal Facilities Project. There being no objections, this is being forwarded 3-0 to City Council.

CREDIT CARD POLICY

Ms. Rathburn spoke about the need to update the policy to provide clarity and additional direction regarding convenience fees. She said that this will provide guidance to employees when paying convenience fees. This is in compliance with a recent

Auditor of State's bulletin. There being no objections, this is being forwarded 3-0 to City Council.

INVESTMENT UPDATE

Ms. Rathburn stated that the Financial Advisor who has been assisting the City with investments has left for another company because the City's investment needs are very specific they are considering moving their investment needs to another firm. She said that they will post an advertisement on the City's website for request for qualifications.

FINANCE DIRECTOR'S REPORT

Expenditures > \$5,000

Ms. Rathburn presented her report on expenses over \$5,000. Mr. McCarthy asked about a quarterly payment for marketing with the Chamber. Mr. Fawcet said that this is for services including social media posts, and downtown construction updates. Mr. Rettig asked about two separate line items for the same vehicle. Ms. Trego said that they were two different parts purchases for the same vehicle and came in as two separate invoices.

OTHER BUSINESS

Mr. Effler spoke about the City's facilities project and the need for alternative working space for employees. He said that the lease term would be September 2026 to September 2027 and would include the Arbor Building across the street and the Township's building. Both leases are similar in price and their details are still being worked out.

ADJOURNMENT

There being no further business, the meeting adjourned at 4:21 pm.

Respectfully submitted,

Rick Rettig, Chairman
Finance and Economic Development Committee

The next meeting is scheduled for **Tuesday, June 9, 2026 at 4:00pm.**