

Minutes of Perrysburg Finance and Economic Development Committee

Meeting Held September 13, 2022

APPROVAL OF 08/09/2022 MEETING MINUTES

The meeting was called to order at 5:30 p.m. by Chairperson Mark Weber. Committee members present were Mark Weber, Jonathan Smith, and Tim McCarthy. Also present were Bridgette Kabat, City Administrator, Amber Rathburn, Finance Director, and Khayla Trego, Deputy Finance Director.

There being no objections, the minutes of the August 9, 2022 meeting were approved 3-0.

ACCEPTING CERTIFICATE OF ESTIMATED REVENUES FROM COUNTY BUDGET COMMISSION

Ms. Rathburn explained that accepting certificate of estimated revenues from the County Budget Commission is a housekeeping item that they do every year in September. She stated that it is an estimate of what they think the City will receive in real estate taxes and they do revise it throughout the year. There being no objections, the Committee agreed 3-0 to recommend this to City Council.

REQUEST TO DECLARE SURPLUS A RAPTOR SEPTIC RECEIVING UNIT AND SELL SAME TO CITY OF BOWLING GREEN

Ms. Rathburn stated that the Sewage Department no longer needs the Raptor Septic Receiving Unit and they got an estimated price of what it is worth right now from the vendor. Bowling Green is interested in buying this from us. It is two items, declaring the unit surplus and then allowing us to sell it to Bowling Green. Mr. Smith asked if we can sell it to a specific entity. Ms. Rathburn stated that Ms. Sandretto looked into that for us and Ms. Kabat added that City Council can determine a specific purchaser per the ORC as long as they pass an Ordinance. Mr. McCarthy was curious why the City of Perrysburg cannot use it, but the City of Bowling Green can. Ms. Kabat answered that we have a different system now and Bowling Green reached out to us to see if we were still using our receiving unit. There being no objections, the Committee agreed 3-0 to recommend both to City Council.

APPROVAL OF 'THEN AND NOW' PURCHASES

Ms. Rathburn stated that there were nine purchases for this month over \$3,00.00 that the departments did not have purchase orders before the purchases were made. Mr. McCarthy asked if the Court knows what they need to do. Ms. Rathburn stated that they are educating the Court as well and have a meeting this week to discuss the new software with them.

FINANCE DIRECTOR'S REPORT

Expenditures > \$5,000

Mr. Weber asked about the expenditures and the launch of the new software, if this will look different. Ms. Rathburn stated that it will look different after October 1st. Mr. McCarthy asked about the temporary labor as opposed to HR on Demand/Summer Rec. Ms. Kabat stated that temporary labor is in the Service Department who assist in mowing the parks. Mr. Weber asked about the engineering services. Ms. Rathburn stated that it is a Utilities project for a new connection with the City of Toledo. Mr. Weber asked about the pickleball court work. Mr. Smith stated that the City is running the project and Rotary will write a check to the City.

Health insurance fund

Ms. Rathburn stated that we are just over one million dollars in that fund finally. They met with their insurance consultant last week and they hope to have rates to us soon, so they can know the City's cost soon. Mr. Smith asked about WeCare and if it helpful with these funds. Ms. Kabat stated that it is hard to determine because some of the data is deemed proprietary.

FEES CHARGED BY THE CITY TO PROMOTERS OF SPECIAL EVENTS

Mr. Weber stated that there have been some internal conversations about fees charged by the City to promoters of special events and some history on that. Ms. Kabat stated that the fees are based on overtime rate for their employees and are being reimbursed their actual cost for personnel to provide security, an electrician, and trash removal. Ms. Kabat further explained that the event turns in a request for parade assemblage permit and the City will determine the manpower that is needed when the permit is returned back to the event holder. Mr. Weber asked about the fireworks. Ms. Kabat stated that the fireworks are a City event. Mr. Smith would like to get an idea of the costs and see a breakdown from the last year.

Mr. Smith asked if the event holder is required to use the officers. Ms. Kabat stated that certain events require it, not all events need to have officers present. Ms. Kabat can present the breakdown per event. Ms. Rathburn added that the City of Maumee charges even for the use of the vehicle and Maumee does not contribute anything towards the events. Ms. Kabat stated that they do contribute in the sense that if work can be done during the business day in preparation work such as dropping off barricades during the day or making sure electricity is working, this is done on City time and the event holder is not charged for that.

Mr. Smith stated that there are several events that have been a benefit to the Community. He noted looking into a fund to have those costs reimbursed. Mr. Smith and Mr. Weber are on the CVB board. They mentioned that some members of the board do not want to continue to do the Farmer's Market if it will cost money because it does not really bring people to the hotels. Mr. Weber would like this on next month's agenda.

OTHER BUSINESS

None.

There being no further business, the meeting adjourned at 6:05 p.m.

Respectfully submitted,

Mark Weber, Chairperson

Finance and Economic Development Committee

Next meeting: Tuesday, October 11, 2022 at 5:30 p.m.