

Minutes of Perrysburg Finance and Economic Development Committee

Meeting Held January 10, 2023

CALL TO ORDER - 5:30 PM

The meeting was called to order at 5:31 p.m. by Chairman Mark Weber.

ROLL CALL

Committee Members present were Mark Weber, Jonathan Smith, and Tim McCarthy. Also present were Amber Rathburn, Finance Director, Khayla Trego, Deputy Finance Director, Steve Bronder, Income Tax Commissioner, Patrick Jones, Safety Director, and Brody Walters, Planning and Zoning Administrator.

APPROVAL OF 12/13/2022 & 12/20/2022 MEETING MINUTES

There being no objections, the minutes of the December 13, 2022 meeting were approved 3-0.

There being no objections, the minutes of the December 20, 2022 meeting were approved 3-0.

GLENN GRIDDALE, REVEILLE, TO DISCUSS ECONOMIC DEVELOPMENT

Mr. Weber asked Glenn Grisdale, Principal at Reveille, to be at this meeting to give some insight into economic development for the community. Mr. Grisdale stated that they begin the Tax Incentive Review Committee in January every year and that they began working with the City of Perrysburg in 2005. Mr. Grisdale added that they have worked with the Revolving Loan Fund program and to ensure that mandatory school donation agreements are properly met. Mr. Weber asked about Revolving Loan Fund and opportunities for businesses with that.

Mr. Weber asked about the new Land Use Plan and if it means changes can't be made. Mr. Walters explained that the consultants take out the emotion when doing the Land Use Plan, but it was done with community input and that we are not obligated to abide by it. Mr. Walters is optimistic on vacancy, because the demand he sees far exceeds any availability of buildings. Mr. Walters added that we have to look at the local quality of life and that Economic Development is multifaceted. Mr. Weber stated that on December 20, 2022 Council voted to add Development to Mr. Walters' title. Mr. Walters addressed this and stated that he and Mr. Grisdale, have been working together for years and have complimentary skills.

APPROVAL OF 'THEN AND NOW' PURCHASES

The committee discussed the list of 'then and now' purchase. There being no objections, this is being recommended 3-0 to City Council.

FEES CHARGED BY THE CITY TO PROMOTERS OF SPECIAL EVENTS

Mr. McCarthy asked for a history on the fees charged to promoters of special events. Chief Jones stated that since he began here in 2004, they have charged in one form or another. Once he became Chief, they switched billing so that it was the overtime rate, Chief Jones explained that sidewalk and assemblage permits are seen by himself, the Mayor, Ms. Kabat and Mr. Ross, so that they can talk about what they need, especially for the bigger events. He added that they try to be reasonable and that they take many things into consideration.

Mr. McCarthy asked about the Farmer's Market. Chief Jones stated that historically they have not charged the Farmer's Market, but it has gotten so big that there is more of a safety concern. Mr. Weber suggested that the City, or perhaps the CVB should look into increasing food truck fees because food truck service is creating most of the trash along W. Third Street. Mr. Weber added that the Chamber of Commerce and CVB should not be working in the red to put on events. Mr. Smith asked about other options for security, such as Sherriff's Auxiliary, for these events. Chief Jones stated that they have done that, but like anything else, the manpower is spread thin. Mr. Weber added that we should keep this on the agenda for next month.

REVISED CREDIT CARD POLICY

Ms. Rathburn stated that the issue is that there has been increased instances of fraud recently. She added that the City has not been liable for anything, however it has been very time consuming for their office. Her plan is to change from cards that have specific employee names on them and would like to get three generic 'City of Perrysburg' cards, which can be checked out from the Finance Department. Ms. Rathburn stated that there is also an option for virtual cards, when online purchases are needed. There being no objections, this is being recommended 3-0 to City Council.

FINANCE DIRECTOR'S REPORT

Expenditures > \$5,000

Mr. Weber asked about the fire deposit. Ms. Rathburn answered that it was for a fire in 2021. Mr. McCarthy asked about Frogtown and Ms. Rathburn confirmed that it was for the roof on the Schaller.

Health Insurance Fund

Ms. Rathburn stated that there were some large claims paid in December. She explained that part will be reimbursed through stop loss.

Quarterly Investment Update

Ms. Rathburn stated that the Quarterly Investment Update lists the different institutions where funds are invested.

Quarterly Public Purpose Expenses

Ms. Rathburn explained that this report is new. It is in regards to legislation that Council passed several months ago for certain purchases such as the employee holiday lunch, length of service giftcards, and meals during trainings.

REVIEW INCOME TAX COLLECTIONS - TAX COMMISSIONER

Mr. Bronder stated that the total collected was \$1.5 million in December 2022, which is down 3% from that time last year. He added that the withholding payments are still strong.

OTHER BUSINESS

None.

There being no further business, the meeting adjourned at 7:15 p.m.

Respectfully submitted,

Mark Weber, Chairman
Finance & Economic Development Committee

Next meeting: Tuesday, February 14, 2023 at 5:30 p.m.