

Minutes of Perrysburg Finance and Economic Development Committee

Meeting Held August 13, 2024

CALL TO ORDER - 4:00 PM

The meeting was called to order at 4:00 p.m. by Chairperson Mark Weber.

ROLL CALL

Committee members present were Cory Kuhlman, Tim McCarthy, and Mark Weber. Also present were Amber Rathburn, Finance Director, Khayla Trego, Deputy Finance Director, and Joe Fawcett, City Administrator.

APPROVAL OF 7/9/24 MEETING MINUTES

There being no objections, the minutes of the July 9, 2024 meeting were approved 3-0.

HB 47 (AEDS)

Ms. Rathburn informed the Committee that Governor DeWine signed House Bill 47 which requires AED's in schools and public recreation facilities. She said Fire Chief McCullough is working with Dave Moore, the City's Occupational Safety and Health Coordinator, to see where we need the AED's. She said that this is an all encompassing review because we want to do it right. She added that the Fire Division is going to look for grants, but the Committee might see a budget amendment in the future for these items.

HB 573 (LOCAL GOVERNMENT FUND ALLOCATION)

Ms. Rathburn stated that the Mayor has asked that legislation be prepared in support of House Bill 573 which would restore Local Government Funds to their pre-2011 rates. She said that the rate used to be 3.68% for municipalities, but that was cut to 1.7% and the City has lost an estimated \$4.4 million dollars over the last 12 years because of the reduction. Mr. Weber asked if we are joining other entities on this. Ms. Rathburn said that Bowling Green sent a letter of support, but she's not aware of what any other entities have done. She said that the House also considered this in 2023, but it did not pass. The Committee agreed 3-0 to move this along to City Council.

RIGHT STUFF SOFTWARE RENEWAL

Ms. Rathburn requested approval of a three-year contract with Right Stuff Software beginning January 1, 2025 at an annual cost of \$28,400. She said the licensing fee is increasing \$2,000 from this year's cost, but the hosting fee will remain the same. She explained that by going with a three-year contract, it locks in the price for all three years. This software is used throughout the City for timesheets and for scheduling by police and fire. Mr. Weber asked what the cost would be for a one year contract. Ms. Rathburn said the price would be the same, but it could increase for the second and third years. The Committee agreed 3-0 to move this along to City Council.

THEN AND NOW PURCHASES

Ms. Rathburn stated that there are two then and now's totaling \$30,128, and both are from the police division. One is for the purchase of a new air conditioning unit for the dispatch area, and the second is for support of the Flock cameras. Mr. Weber asked if the cameras are in use, and Mr. Fawcett said they are. The Committee agreed 3-0 to move this along to City Council.

2023 AUDIT UPDATE

Ms. Rathburn said that City Council should have received an email from the State Auditor's office regarding our audit. She said there was a finding that dated back to 2008-2018 because some multi-year projects that were entered in as construction in process, as they should have been, were not moved to fixed assets upon completion of the project. She said that the items should have been moved and depreciated, but since they were not, it resulted in an adjustment to depreciation in 2023. The Committee members stated that the auditors are very thorough.

ACCEPT AMOUNTS AND RATES DETERMINED BY THE BUDGET COMMISSION OF WOOD COUNTY

Ms. Rathburn stated that this is an annual housekeeping item, and it tells us what the City will collect from property taxes. She said we need to sign off, and get it back to the County. The Committee agreed 3-0 to move this on to City Council.

ONE TIME STRATEGIC COMMUNITY INVESTMENTS GRANT

Ms. Rathburn said that the City has officially been notified that we were awarded a \$200,000 grant for downtown improvements that Mr. Fawcett took the lead and applied for. She said we now have to provide a Resolution accepting the grant. The Committee thanked Mr. Fawcett and State Representative Haraz Ghanbari who supported our application. The Committee agreed 3-0 to move this on to City Council.

FINANCE DIRECTOR'S REPORT

Expenditures >\$5,000

Mr. McCarthy asked about the rental of an air conditioning unit for dispatch. Ms. Rathburn said that with all the computer equipment, they had to rent units until the air conditioning was fixed. Mr. McCarthy asked if the payment for transit services is a monthly payment. Ms. Rathburn said that it is monthly, and is funded by a levy. She said that the invoice we receive shows the hours operated, less the fares collected.

OTHER BUSINESS

Ms. Rathburn called attention to the July report of income taxes collected. She said that collections for July are up 7% over July of 2023, and year to date collections are up 2% over the first seven months of 2023.

ADJOURNMENT

There being no further business, the meeting adjourned at 4:14 p.m.

Respectfully submitted,

Mark Weber, Chairperson
Finance and Economic Development Committee

The next meeting is scheduled for Tuesday, September 10, 2024 at 4:00 p.m.