

Minutes of Perrysburg Finance and Economic Development Committee

Meeting Held January 14, 2025

CALL TO ORDER - 4:00 PM

The meeting was called to order at 4:04 pm by Mark Weber.

ROLL CALL

Committee members present were Cory Kuhlman, and Mark Weber. Tim McCarthy arrived at 4:10pm. Staff members present were Amber Rathburn, Khayla Trego, Steve Bronder, Brody Walters and Joe Fawcett.

APPROVAL OF DECEMBER 10, 2024 AND DECEMBER 19, 2024 MEETING MINUTES

There being no objections, the minutes from December 10 and 19, 2024 were unanimously approved.

INCOME TAX COLLECTIONS REVIEW - TAX COMMISSIONER

Mr. Bronder reviewed tax collections for the month of December, 2024. He said that the City collected \$2.04 million for the month, which is up 9% over December of 2023. He said that collections for the year ended December 31, 2024 were \$27.3 million which is up 2.9% over 2023.

AMERICA 250 – OHIO COMMUNITY

Ms. Rathburn introduced this resolution which is at no cost to the city but is in support of the City of Perrysburg being designated as an official America 250 anniversary city. It is being requested as an emergency so it can be processed by end of month. Ms. Rathburn explained that there is potentially grant money that the chamber could receive as being a part of this program, that would be used for events relating to this designation. The Committee agreed 3-0 to move this resolution to City Council.

CRA - VCOUTURE AND MAIN STREET RETAIL ENTERPRISES, LLC

Brody Walters and Valentine Ononye spoke about Mr. Ononye's company located at 135 West Indiana, he was approved for a CRA that started in 2012, recertifying Community Reinvestment Area #1. Mr. Ononye has informed the City that the Company is no longer moving forward with the project as originally envisioned, and requests that the abatement be rescinded. The Committee agreed 3-0 to move this on to City Council.

MUNICIPAL COURT SOFTWARE UPGRADE

Ms. Rathburn introduced this proposed resolution to upgrade the Municipal Court current software system through Henschen and Associates, Inc. The Municipal Court has already budgeted half of the cost for this upgrade and the other half is mentioned in

the 2025 budget adjustments. This money is not coming out of the general fund as, there is a designated Court Computer Fund that this expense will be paid from. Mr. Weber asked if this will be an annual expense for upgraded software, Ms. Rathburn said it will not. The total cost to upgrade the Henschen and Associates, Inc. software system is \$95,730.00. The Committee agreed 3-0 to move this on to City Council.

CONTRACTS FOR 2024 AUDIT AND FINANCIAL STATEMENT PREPARATION

Ms. Rathburn introduced the contracts for 2024 audit and financial statement preparation. This will not need legislation because the total amount is under \$50,000.

ANNUAL CAPITAL PURCHASES/SURPLUS EQUIPMENT LEGISLATION

Ms. Rathburn introduced the next agenda item which is a resolution that will allow for the purchase of vehicles and equipment approved in the 2025 budget and enter into contracts. She has requested 3 readings for this resolution to allow for council and members of the public to comment if they wish. The Committee agreed 3-0 to move this on to City Council.

THEN AND NOW PURCHASES

The Committee reviewed the list of Then and Now purchases. Ms. Rathburn explained that we had a purchase cutoff date of December 12, 2024, except for emergencies which were necessary repairs to the equipment listed. The members did not have any questions. The Committee unanimously agreed to recommend approval of the Then and Now purchases in the amount of \$26,085.78.

REQUEST OF 2025 BUDGET ADJUSTMENTS

Ms. Rathburn presenter a list of a budget adjustments. None were for the General Fund.

FINANCE DIRECTOR'S REPORT

Expenditures > \$5,000

Ms. Rathburn presented her report on expenses over \$5,000. Mr. Weber asked a question about the AED's that were recently installed, he asked if all of the AED's have been installed yet. Joe Fawcett explained that they have not all been installed yet because of recent weather delays. Mr. Weber asked if there is a maintenance agreement for the AEDs and Mr. Fawcett explained that David Moore will be in charge of making sure the AEDs are maintained. Ms. Rathburn talked about the sanitary sewer grant for homeowners. The Committee agreed 3-0 to move this on to City Council.

Quarterly - Health Insurance Fund

Health insurance premiums have increased for 2025 but Ms. Rathburn said that the Health Insurance fund had just over \$1.7 million at the end of 2024. She said that having this balance allowed the majority of the rate increase to be absorbed.

Quarterly - Investment Update

Ms. Rathburn reported that the City had investment income of \$887,682 for the fourth quarter of 2024. She said that for 2024, interest income was over \$3.4 million dollars.

Quarterly - Public Purpose Expenses

Ms. Rathburn explained the public purpose expenses the items were all included in the credit card reports. The items included lunches for \$99 for Steering Committee, the service awards which was \$3,000 and had a dinner for Citizens Police Academy Graduation for \$98.

Annual Credit Card Rebate

Ms. Rathburn explained the credit card rebates that the City received for 2024 through Huntington Bank totaled \$9,883.85 and this money will be put into the general fund and used for general expenses.

OTHER BUSINESS

The Ohio Municipal League is asking for support to challenge a change that AT&T is trying to get enacted. If passed this would require cities to pay for the relocation of any public utilities that are located in the right a way. This is no cost at the moment, it is just signing on to support the Ohio Municipal League in its challenge to the Public Utilities Commission of Ohio (PUCO). The Committee agreed 3-0 to move this on to City Council.

ADJOURNMENT

There being no further business, the meeting adjourned at 4:37 p.m.

Respectfully submitted,

Mark Weber
Chairman, Finance and Economic Development Committee

The next meeting is scheduled for Tuesday, February 11, 2024 at 4:00 p.m.