

Minutes of Perrysburg Finance and Economic Development Committee

Meeting Held December 9, 2025

CALL TO ORDER - 4:00 PM

The meeting was called to order at 4:01 p.m. by Chairman Mark Weber.

ROLL CALL

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

APPROVAL OF NOVEMBER 13, 2025 MEETING MINUTES

There being no objections, the minutes of the November 13, 2025 meeting were approved 3-0.

APPOINTMENT OF AMY LUCK TO THE WAY LIBRARY BOARD

The appointment of Amy Luck to the Way Library Board was approved and forwarded to Council by a vote of 3-0.

VISIT PERRYSBURG PRESENTATION

Sally Moore, Executive Director of Visit Perrysburg, gave a presentation on community events they have sponsored. Mr. McCarthy asked about the CVB's financial reserve and asked why this large amount of money is not being spent on events and promotion of the City. Ms. Moore stated that the organization plans to use more of this reserve in the coming year, and in the future they plan to budget closer to the expected income. Mr. McCarthy also asked about the Hearts the Arts/ Boots in the Burg event. They had budgeted \$15,000 for income for the event, but \$72,000 was collected. Mr. Weber asked about the events that Ms. Moore traveled to this year. He asked if she knew how much tourism that attending these events brings in. Ms. Moore said that there is no way of knowing exactly how many people it brought to the City. Mr. Weber asked about the logistics of the Farmers Market and other events occurring downtown during the construction next year. Ms. Moore said that they plan to hold the events in the newly constructed 300 block, but the specifics are still being worked out. Mr. Kuhlman asked further about the reserved funds. He asked if there were any new events planned for next year to use some of these reserves. He also asked if Visit Perrysburg pays any workers involved in the setting up or cleaning up of the events. Ms. Moore said there were not any new events planned for next year and everyone who helps with the events is a volunteer.

Gerri Walczak, Board President of Visit Perrysburg, stated that she was at the meeting today to present a formal letter requesting a meeting to present to the Finance Committee. She stated that she was not previously awarded the opportunity to speak with the committee, and she is requesting that she and the other board members be

allowed to present to the committee. Mr. Weber said that he thought that this is what was planned for today. Mr. Kuhlman clarified that the committee is not preventing Ms. Walczak from speaking and that is what she was here to do today. Mr. Weber stated that she and the Visit Perrysburg Board members could be added to the January meeting agenda. Ms. Walczak gave her formal request to the clerk.

CYBER INSURANCE RENEWAL

Ms. Rathburn informed the committee that the renewal price for Cyber Insurance is \$45,625, so it will not need legislation. She said that she is bringing this to the committee's attention because the code states that the Finance Committee shall approve services involving insurance. The committee agreed to approve the renewal of Cyber Insurance.

EXECUTIVE SESSION TO DISCUSS DETAILS RELATIVE TO THE SECURITY ARRANGEMENTS AND EMERGENCY RESPONSE PROTOCOLS FOR A PUBLIC BODY OR A PUBLIC OFFICE, IF DISCLOSURE OF THE MATTERS DISCUSSED COULD REASONABLY BE EXPECTED TO JEOPARDIZE THE SECURITY OF THE PUBLIC BODY OR PUBLIC OFFICE.

A motion was made by Mr. Weber to adjourn to executive session to discuss details relative to the security arrangements and emergency response protocols for a public body or a public office, if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office at 4:40 pm. Seconded by Mr. Kuhlman.

Mr. McCarthy made a motion to return from Executive Session. Seconded by Mr. Kuhlman. The Committee returned from executive session at 4:50 pm.

CYBER PROGRAM APPROVAL

The Committee reviewed the legislation for approval of the Cyber Program. The Committee agreed 3-0 to move this on to City Council.

APPROVAL OF PARTNERSHIP WITH NPP GOV.

Ms. Rathburn spoke about NPP Gov., which is a group purchasing program for capital items. She said that the City currently uses other purchasing programs that allow the City to get competitive pricing without bidding, and it is free to join. The Committee agreed 3-0 to move this on to City Council.

FINANCE DIRECTOR'S REPORT

Expenditures >\$5,000

Ms. Rathburn distributed the information regarding expenditures over \$5,000. Mr. Weber asked about Station 39 boiler replacement. Ms. Rathburn said that the boiler was covered under the warranty but the City had to pay the labor costs for the installation.

OTHER BUSINESS

Ms. Rathburn presented two contracts with Clark, Schaefer, Hackett & Co. for accounting. She said that the code states that the Finance committee shall approve accounting services. She added that no legislation is needed. Mr. Kuhlman asked if there was a pricing increase from last year, Ms. Rathburn said that the price for the audit actually decreased from 2024. The committee members expressed their approval for these contracts.

ADJOURNMENT

There being no further business, the meeting adjourned at 4:57 p.m.

Respectfully submitted,

Mark Weber, Chairman
Finance and Economic Development Committee

The next meeting is scheduled for **December 18, 2025 at 6:25 p.m.**