

Minutes of Perrysburg Finance and Economic Development Committee

Meeting Held January 13, 2026

CALL TO ORDER - 4:00 PM

The meeting was called to order at 4:04 pm by Rick Rettig.

ROLL CALL

Committee members present were Cory Kuhlman Rick Rettig, and Tim McCarthy. Staff members present were Amber Rathburn, Khayla Trego, Torren Stanley, Matt Choma, Lauren Rush, Tim Effler and Joe Fawcett.

APPROVAL OF DECEMBER 9, 2025 MEETING MINUTES

There being no objections, the minutes from December 9, 2025 were unanimously approved.

INCOME TAX COLLECTIONS REVIEW - TAX COMMISSIONER

Mr. Stanley reviewed tax collections for the month of December 2025. He said that the City collected \$1.78 million for the month, which is down 13% from December of 2024. He said that collections for the year ended December 31, 2025 were \$28 million which is up 2.4% over 2024. Mr. Stanley said that the City had a large tax refund that was not expected. Mr. Stanley said taking this refund into account, tax collections for the year ended December 31, 2025 are \$27.36 million, which is down 0.17% from 2024.

CONVENTION AND VISITOR BUREAU SERVICES

Mr. Effler spoke about the RFQ's for Convention and Visitor Bureau Services. He said that they are in the beginning stages of drafting agreements. Mr. Fawcett said that the scoring committee sent out an RFP to each CVB in Wood County to submit a proposal. He said that the RFP focused on the funding of core events like the Farmers Market. Mr. Fawcett explained that the Chamber had the best, most detailed presentation and took into consideration the inclusion of Levis Commons. He said that the scoring committee has voted to recommend a contract with the Chamber of Commerce. The Committee agreed with this recommendation 3-0.

REQUEST FROM MUNICIPAL COURT FOR VEHICLE PURCHASE

Ms. Rathburn spoke about a request to purchase a new Prisoner Transport Van for the Municipal Court. This will replace their current transport van from 2012, which lately has needed a lot of repairs. The Municipal Court has not budgeted the cost of this vehicle, but it is a necessary purchase. Ms. Rathburn mentioned that this month's budget adjustments reflect an estimate of \$75,000 for this purchase. The Committee agreed 3-0 to move this on to City Council.

BUDGET AMENDMENTS

Ms. Rathburn presented a list of a budget adjustments which includes a reduction to the Probation budget due to a Change Order from 2025, Municipal Court Prisoner

Transport Van and the City's share of the HSA contributions. The Committee agreed 3-0 to move this on to City Council.

REQUEST TO ESTABLISH NEW FUND

Ms. Rathburn said that when the City wants to set up a new fund, they are required to request approval from the state. She said that the resolution they have is asking permission to request an account for deposits that are required when a stormwater pollution prevention plan is required. She said that they will take the revenue into the fund and any amount not expended to complete the plan will be reimbursed to the property owner or developer.

THEN AND NOW PURCHASES

The Committee reviewed the list of Then and Now purchases. The members did not have any questions. The Committee unanimously agreed to recommend approval of the Then and Now purchases.

FINANCE DIRECTOR'S REPORT

Expenditures > \$5,000

Ms. Rathburn presented her report on expenses over \$5,000.

Quarterly - Health Insurance Fund

Health insurance premiums have increased for 2026 but Ms. Rathburn said that the Health Insurance fund had just over \$2.24 million at the end of 2025. 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 \$756,528.62 for the fourth quarter of 2025. She said that for 2025, total interest income was over \$3.2 million dollars.

Quarterly - Public Purpose Expenses

Ms. Rathburn explained the public purpose expenses are items mainly included in the monthly credit card reports.

Annual Credit Card Rebate

Ms. Rathburn explained the credit card rebates that the City received for 2025 through Huntington Bank totaled \$11,497.57 and this money was put into the general fund.

2025 Review

Ms. Rathburn went over the 2025 revenue and expense reports. Ms. Rathburn said that she plans to provide the reports quarterly to this committee so she can update them on the financial status of the City.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business, the meeting adjourned at 4:43 p.m.

Respectfully submitted,

Rick Rettig
Chairman, Finance and Economic Development Committee

The next meeting is scheduled for Tuesday, February 10, 2026 at 4:00 p.m.