



**CITY OF PERRYSBURG
CITY COUNCIL
AGENDA**

January 20, 2026

1. Call to Order - 6:30 PM
2. Roll Call
3. Pledge of Allegiance
4. Minutes of Council Meeting of January 6, 2026
5. Special Reports
6. Letters, Communications, and Citizens Communications
7. Administrative Reports
 - a. Mayor
 - b. City Administrator
 - c. Finance Director
 - d. Law Director
8. President of Council Report
9. Committee Reports
 - a. **Finance & Economic Development**

Ordinance# 1-2026

AN ORDINANCE AMENDING ORDINANCE 115-2025 TO AMEND APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE YEAR ENDING DECEMBER 31, 2026; AND DECLARING AN EMERGENCY

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
Pass as an Emergency Measure***

Resolution# 1-2026

A RESOLUTION TO APPROVE THEN AND NOW CERTIFICATES IN THE AMOUNT OF TWENTY-EIGHT THOUSAND SIX HUNDRED TWO DOLLARS AND FIVE CENTS (\$28,602.05), AS ATTACHED IN EXHIBIT A, FOR THE CITY OF PERRYSBURG; AND DECLARING AN EMERGENCY

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
Pass as an Emergency Measure***

Resolution# 2-2026

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO AN AGREEMENT WITH THE

PERRYSBURG CHAMBER OF COMMERCE TO PROVIDE CONVENTION
AND VISITORS BUREAU SERVICES FOR THE CITY OF PERRYSBURG;
AND DECLARING AN EMERGENCY

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
Pass as an Emergency Measure***

Resolution# 3-2026

AN ORDINANCE AUTHORIZING THE ESTABLISHMENT OF THE STORM
WATER POLLUTION PREVENTION DEPOSIT FUND

***Recommendation to Suspend the Rules,
Waive the Three Readings, and
A Vote is requested***

- b. Safety**
 - c. Recreation**
 - d. Planning & Zoning**
 - e. Personnel**
 - f. Public Utilities**
 - g. Service**
10. Other Business
 11. Executive Session to discuss details relative to the security arrangements and emergency response protocols for a public body or a public office.
 12. Adjournment

TO: Mayor Weber
President Rettig
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Ord 1-2026

DATE: January 20, 2026



Subject Matter/Background

Throughout the year, budget amendments may be necessary to move appropriations from one account to another or to request additional funding. While monitoring the budget through the beginning of January 2026 it was found that certain modifications need to be made.

These modifications can be found in Exhibit A.

Financial Review

The accounts associated with the modifications can be found in Exhibit A.

Legal Review

This legislation has been reviewed and is appropriately before you.

Recommendation

If City Council is in agreement, a motion to suspend the rules, waive the three readings and pass this as an Emergency is appropriate. The Finance Department is requesting an emergency to ensure such appropriations, powers, and duties within the annual budget shall be in effect immediately.

ORDINANCE 1-2026

AN ORDINANCE AMENDING ORDINANCE 115-2025 TO AMEND APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE YEAR ENDING DECEMBER 31, 2026; AND DECLARING AN EMERGENCY

WHEREAS, to provide for current expenses and other expenditures for the fiscal year ending December 31, 2026, the City of Perrysburg, Ohio, approved the 2026 city budget pursuant to Ordinance 115-2025; and,

WHEREAS, it has been determined by the Mayor and Director of Finance that certain amendments should be made to the revenues, expenditures, and appropriations described in the approved 2026 budget for the City of Perrysburg, Wood County, Ohio; and,

WHEREAS, in order to reflect appropriate adjustments to the budget and otherwise provide for necessary appropriations, it is reasonable and appropriate to amend Ordinance 115-2025.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. To provide for current expenses and other expenditures for the City of Perrysburg, Ohio, during the fiscal year ending December 31, 2026, sums are set aside and appropriated as stated in Exhibit A attached hereto.

SECTION 2. To the extent the sums set aside and appropriated as stated in Exhibit A change those stated in Ordinance 115-2025, that Ordinance is amended.

SECTION 3. The Director of Finance is authorized to draw their warrant upon the City Treasury in the amount appropriated and for the purposes stated in this Ordinance upon receiving the proper certificates and vouchers therefore, approved by the officer authorized by law to approve the same or authorized by an ordinance or resolution of Council to make the expenditure.

SECTION 4. The Mayor and Director of Finance are authorized to enter into contracts in accordance with the laws of the State of Ohio and the Charter, ordinances, and resolutions of the City of Perrysburg, Ohio.

SECTION 5. It is found and determined that all formal actions of Council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 6. This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Perrysburg, Wood County, Ohio, in order to ensure that such appropriations, powers, and duties within the annual budget shall be in effect immediately, and shall be in full force and effect from and immediately after its passage and approval by the Mayor.

President of Council

Mayor

PASSED: _____

ATTEST: _____

APPROVED: _____

Timothy W. Effler
LAW DIRECTOR

Budget Amendments - January 2026

Department	Account	Description	Amount
Muni Ct Probation Serv	2239-11920-53999	Other - Services	\$ (8,000.00)
Municipal Court	4403-11020-55600	Motor Vehicles	\$ 75,000.00
Employee Health and Welfare	6505-11075-51160	HSA Employer Contributions	\$ 36,400.00
			\$ 103,400.00

TO: Mayor Weber
President Rettig
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Res 1-2025

DATE: January 20, 2026



Subject Matter/Background

The Finance Department is submitting a list of items requiring a Then & Now Certificate. Such certificate certifies that both at the time of the making of the contract or order and at the date of the execution of this certification, the amount requested was appropriated for such contract or order and is in the treasury or in the process of collection and free from any previous encumbrances. Any time a purchase is made before a purchase order is issued, a then and now situation is created.

Certificates for purchases greater than or equal to \$3,000, that were not already approved on a purchase order, are required to be approved by Council per ORC 5705.41.

Items included in this Then and Now Request include various supplies and services spanning multiple City departments.

The total for all items totals **\$28,602.05**

Financial Review

The accounts are listed in the Exhibit.

Legal Review

This legislation has been reviewed and is appropriately before you.

Recommendation

If City Council is in agreement, a motion to suspend the rules, waive the three readings and pass this legislation as an emergency is appropriate. An Emergency is requested to ensure proper compliance the State of Ohio Auditors rules for Then and Now.

RESOLUTION 1-2026

A RESOLUTION TO APPROVE THEN AND NOW CERTIFICATES IN THE AMOUNT OF TWENTY-EIGHT THOUSAND SIX HUNDRED TWO DOLLARS AND FIVE CENTS (\$28,602.05), AS ATTACHED IN EXHIBIT A, FOR THE CITY OF PERRYSBURG; AND DECLARING AN EMERGENCY

WHEREAS, The Ohio Revised Code 5705.41(D)(1) provides that if prior certification of funds by the Fiscal Officer was not obtained before the contract or order involving the expenditure of money was made, then the Fiscal Officer may instead certify; and

WHEREAS, that there was at the time of making such contract or order and at the time of the execution of such certificate, a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund, free from any encumbrances; and

WHEREAS, the Fiscal Officer is accordingly certifying that there were appropriations available and the funds in the treasury or in the process of collection at the time of the contract or order were made (then), and there are still sufficient appropriations and funds in the treasury or in the process of collection at the time the certificate is being issued (now); and

WHEREAS, the amount of the certificates exceeds \$3,000.00.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY
OF PERRYSBURG, WOOD COUNTY, OHIO:**

SECTION 1. It is hereby certified that both at the time of the making of the attached contract(s) or order(s) and at the date of the execution of this certificate, the amount of funds required to pay for this contract(s) or order(s) had been appropriated for the purpose of this contract or order, attached hereto, and is in the treasurer or in the process of collection to the credit of the fund free from any previous encumbrances.

SECTION 2. It is found and determined that all formal actions of Council concerning or relating to the passage of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 3. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Perrysburg, Wood County, Ohio; and so that the certificate meets the timeliness requirements of the Ohio State Auditor; this Resolution shall be in full force and effect from and immediately after its passage and approval by the Mayor.

President of Council

Mayor

PASSED _____

ATTEST: _____

APPROVED: _____

Timothy W. Effler
LAW DIRECTOR

**Then and Now Request For
1/13/2026**

Invoice Date	Vendor	Item	Total Cost	Department	Expense Account
11/25/2025	DebtBook	Software Subscription	14,175.00	Finance	1110-11755-53215
10/8/2025	Imperial Dade	Soap, bath tissue and trash bags	5,682.84	Parks	1110-41646-54111
1/2/2026	Waste Management	Disposal Fees	8,744.21	WWTP	5332-61815-53222
		Total	28,602.05		

TO: Mayor Weber
President Rettig
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Res 2-2026

DATE: January 20, 2026



Subject Matter/Background

City Council authorized the issuance of a Request for Proposals (“RFP”) to solicit qualified providers of Convention and Visitor’s Bureau services. Two proposals were received and evaluated in accordance with the RFP criteria, and the RFP Evaluation Committee determined that the Perrysburg Chamber of Commerce submitted the highest-scoring, responsive, and responsible proposal.

Through this Resolution, City Council approves the Agreement and authorizes and directs the Mayor and Director of Finance to enter into an Agreement with the Perrysburg Chamber of Commerce to provide convention and visitors bureau services for the City for a two (2) year period, with three (3) additional one-year terms. The Agreement shall be effective February 1, 2026, and that the convention and visitors bureau portion of the R.C. §5739.08(B) tax remitted to the City on or after February 1, 2026 shall be remitted to the Perrysburg Chamber of Commerce.

The Finance Committee considered this legislation at its meeting on January 13, 2026 and unanimously recommended advancement to City Council.

Financial Review

There is no financial impact to the City.

Legal Review

This legislation has been reviewed and is appropriately before you.

Recommendation

If City Council is in agreement, a motion to suspend the rules, waive the three readings and pass this legislation as an emergency is appropriate, to ensure timely authorization of an agreement with the Perrysburg Chamber of Commerce to provide services and to receive the designated portion of hotel tax revenues beginning February 1, 2026.

RESOLUTION 2-2026

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO AN AGREEMENT WITH THE PERRYSBURG CHAMBER OF COMMERCE TO PROVIDE CONVENTION AND VISITORS BUREAU SERVICES FOR THE CITY OF PERRYSBURG; AND DECLARING AN EMERGENCY

WHEREAS, the City of Perrysburg, Ohio, enacted Codified Ordinance §896 entitled “Hotel Tax” pertaining to the taxation of the Hotel/Transient Accommodations, pursuant to Section 5739.08(B) of the Ohio Revised Code; and,

WHEREAS, Ohio R.C. §5739.08(B) requires the legislative authority of the municipal corporation to deposit at least fifty percent (50%) of the revenue from the tax levied pursuant to this division into a separate fund, which shall be spent solely to make contributions to convention and visitors' bureaus operating within the county in which the municipal corporation or township is wholly or partly located, and the balance of that revenue shall be deposited in the general fund; and,

WHEREAS, the City of Perrysburg Codified Ordinances §896.02 further states that that portion of the R.C. §5739.08(B) tax levied shall be used solely to make contributions to convention and visitors bureaus operating within Wood County for the advancement of the cultural development of the community, for promotion and publicizing of the City of Perrysburg as a desirable location for conventions, trade shows and similar events, to encourage the patronage and business of cultural, educational, religious, professional, sports and other organizations to utilize the City of Perrysburg and its facilities for such events, and to provide community event planning and management of community events within the City of Perrysburg, all for the benefit of the citizens of the City of Perrysburg. The balance of such revenue shall be deposited in the General Fund; and,

WHEREAS, pursuant to Resolution 103-2025, the City sent out a Request for Proposals (“RFP”), soliciting proposals from qualified firms to provide convention and visitors bureau services for the City. Two (2) submittals were received; and,

WHEREAS, the RFP Evaluation Committee evaluated the proposals as per the criteria defined in the RFP; and,

WHEREAS, the RFP Evaluation Committee has determined that the proposal received from the Perrysburg Chamber of Commerce is responsive/responsible to the requirements of the RFP and is the highest scoring proposal received; and,

WHEREAS, the Finance Committee considered this legislation at its meeting on January 13, 2026, and unanimously recommended advancement to City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. City Council hereby approves the Agreement and authorizes and directs the Mayor and Director of Finance to enter into an Agreement with the Perrysburg Chamber of Commerce to provide convention and visitors bureau services for the City for a two (2) year period, with three (3) additional one-year terms.

SECTION 2. City Council further authorizes and directs that the Agreement shall be effective February 1, 2026, and that the convention and visitors bureau portion of the R.C. §5739.08(B) tax remitted to the City on or after February 1, 2026 shall be remitted to the Perrysburg Chamber of Commerce.

SECTION 3. It is found and determined that all formal actions of Council concerning or relating to the passage of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 4. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Perrysburg, Wood County, Ohio, in order to ensure adequate time to develop and plan the 2026 CVB schedule, and shall be in full force and effect from and immediately after its passage and approval by the Mayor.

President of Council

Mayor

PASSED: _____

ATTEST: _____

APPROVED: _____

Timothy W. Effler
LAW DIRECTOR

TO: Mayor Weber
President Rettig
Members of City Council

FROM: Timothy W. Effler, Law Director

RE: Resolution 3-2026

DATE: January 20, 2026



Subject Matter/Background

Ohio law permits and regulates the establishment of special funds to account for revenues derived from sources other than general property taxes and requires that money paid into a fund must be used only for the purposes for which such fund is established.

The City seeks to establish a Storm Water Pollution Prevention Deposit Fund to properly account for deposits required when a storm water pollution prevention plan is mandated. The purpose of the fund is to ensure that sufficient resources are available for the City to perform or complete required storm water pollution prevention measures if an owner or developer fails to meet plan obligations. Any unused balances will be refunded.

This Ordinance formally establishes The Storm Water Pollution Prevention Deposit Fund is hereby established pursuant to ORC 5705.09(F), and authorizes to take all actions necessary and reasonable to establish the fund, consistent with otherwise applicable law.

Financial Review

This legislation has been reviewed and approved by Finance.

Legal Review

This legislation has been reviewed and is appropriately before you.

Recommendation

If City Council is in agreement, a motion waive the three readings rule, and pass this legislation is appropriate.

RESOLUTION 3-2026

A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF THE STORM WATER POLLUTION PREVENTION DEPOSIT FUND

WHEREAS, Section 5705.09(F) of the Ohio Revised Code establishes separate funds for each class of revenue derived from a source other than the general property tax; and,

WHEREAS, Section 5705.10(I) states that money paid into a fund must be used only for the purposes for which such fund is established; and,

WHEREAS, Section 5705.12 grants permission to the taxing authority of a subdivision to establish special funds; and,

WHEREAS, it is the desire of the City of Perrysburg to create a new fund to account for deposits received when a storm water pollution prevention plan is required by the City of Perrysburg Codified Ordinances; and

WHEREAS, in accordance with City of Perrysburg Codified Ordinance §1057.14, deposits into this fund will be utilized to cover the costs of the performance of the storm water pollution prevention plan, if the plan obligations are not met by the owner or developer. Any unused balances will be refunded.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PERRYSBURG, WOOD COUNTY, OHIO:

SECTION 1. The Storm Water Pollution Prevention Deposit Fund is hereby established pursuant to ORC 5705.09(F), and the Director of Finance and Mayor are authorized to take all actions necessary and reasonable to establish the fund, consistent with otherwise applicable law.

SECTION 2. It is found and determined that all formal actions of Council concerning or relating to the passage of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Perrysburg and the State of Ohio.

SECTION 3. This Resolution shall be in full force and effect at the earliest time permitted by law.

President of Council

Mayor

PASSED _____

ATTEST: _____

APPROVED: _____

Timothy W. Effler
LAW DIRECTOR

**AUDITOR OF STATE
REQUEST FOR FUND APPROVAL**

NOTE: Attach a copy of the resolution requesting approval to establish the fund.

Entity: City of Perrysburg

Fiscal Officer: Amber Rathburn

Phone No.: 419-872-7882

Request Date: _____

Fund Requested: Storm Water Pollution Prevention Deposit

Purpose of Fund: The fund will be used to account for deposits received by the
Planning & Zoning Office when a storm water pollution prevention plan is required
by the City's code. If obligations of the plan are not met by the developer the City will
use these funds to perform the obligations. Unused balances will be refunded.

Sources of Revenue: Revenue will be from developers that are required to submit a
plan and pay a deposit before engaging in soil disturbing activities.

Anticipated Expenditures (Types): Expenses will be for supplies, materials, labor
and services that the City must perform if developers fail to meet obligations of the
approved water pollution plan. Additionally, balances after any of these expenses are
paid will be reimbursed to the developer.