

September 2, 2025

To: Members of the Budget and Finance Committee 202501602

From: Sheryl M. M. Long, City Manager

Subject: **Emergency Ordinance – Police: Moral Obligation Payment to Hamilton County Sheriff's Office (HCSO)**

Attached is an Emergency Ordinance captioned:

AUTHORIZING the payment of \$396,325.78 from the Cincinnati Police Department General Fund non-personnel operating budget account no. 050x226x3500x7299 as a moral obligation to Hamilton County for outstanding charges related to the processing of warrants in FY 2025.

This Emergency Ordinance authorizes the payment of \$396,325.78 from Cincinnati Police Department General Fund non-personnel operating budget account no. 050x226x3500x7299 as a moral obligation to Hamilton County for outstanding charges related to the processing of warrants in FY 2025. Existing funds are available to make this payment.

The City partners with the Hamilton County Sheriff's Office (HCSO) to operate a consolidated unit known as Central Warrants, which is responsible for processing both new and existing warrants within the City and throughout Hamilton County. The City contracted with HCSO to consolidate operation of the Central Warrants unit in November 1988, resulting in greater efficiency in processing warrants. The City's portion of the costs associated with operating the Central Warrants unit is invoiced to the City monthly by the HCSO.

The City did not receive the April 2025 invoice from HCSO until July 2025, which caused the Cincinnati Police Department to miss critical deadlines to ensure funds were encumbered in FY 2025 for services rendered during that fiscal year. The City has worked with the HCSO to strengthen billing procedures and ensure that future invoices from the Central Warrants unit are submitted in a timely manner.

The reason for the emergency is the immediate need to pay Hamilton County for the outstanding charges for the services rendered.

The Administration recommends passage of this Emergency Ordinance.

cc: Andrew Dudas, Budget Director
Steve Webb, Finance Director

Attachment