

September 22, 2021

To: Mayor and Members of City Council 202102806
From: Paula Boggs Muething, City Manager
Subject: Emergency Ordinance – CRC: Moral Obligations for FY 2021 Transactions

Attached is an Emergency Ordinance captioned:

AUTHORIZING the payment of \$4,600 from the Recreation Department's non-personnel operating budget account no. 323x197x1760x7289 as a moral obligation to Diamond Pro Umpires Association for services rendered to the City of Cincinnati from March 2021 to July 2021; and **AUTHORIZING** the payment of \$9,700 from the Recreation Department's non-personnel operating budget account no. 308x199x5960x7279 as a moral obligation to Junior Achievement of OKI Partners for platform sharing, user support, and curriculum for the Mayor's Career Expo job fair in April 2021.

This Emergency Ordinance authorizes the payment of \$4,600 from the Recreation Department's Recreation Special Activities Fund non-personnel operating budget account no. 323x197x1760x7289 as a moral obligation to Diamond Pro Umpires Association for services rendered to the City of Cincinnati from March 2021 to July 2021 and \$9,700 from the Recreation Department's Citizens Summer Jobs Fund non-personnel operating budget account no. 308x199x5960x7279 as a moral obligation to Junior Achievement of OKI Partners for platform sharing, user support, and curriculum for the Mayor's Career Expo job fair in April 2021.

This Emergency Ordinance is necessary due to policies and processing of expenditures without a prior encumbrance. In the case of Diamond Pro Umpires Association, funds were not properly certified prior to the contract expiration date. In the case of OKI Partners, the Cincinnati Recreation Commission (CRC) mistakenly omitted Enterprise Technology Services (ETS) approval from the purchasing request. Accounting staff within the CRC have been instructed as to the issues that resulted in these errors, and steps have been taken to ensure that they are not repeated.

The reason for the emergency is the immediate need to pay the impacted vendors for their services in a timely manner.

The Administration recommends passage of this Emergency Ordinance.

cc: Andrew M. Dudas, Budget Director
Karen Alder, Finance Director

Attachment