

September 2, 2025

To: Members of the Budget and Finance Committee

From: Sheryl M. M. Long, City Manager

Subject: **Emergency Ordinance – ETS: Then and Now Payment to the Ohio State Highway Patrol (OSHP)**

Attached is an Emergency Ordinance captioned:

AUTHORIZING a payment of \$17,350 from County Law Enforcement Applied Regionally (CLEAR) Fund non-personnel operating budget account no. 457x093x7100x7417 to the Ohio State Highway Patrol for access to the Law Enforcement Automated Data System (LEADS) statewide criminal records database for over fifty Hamilton County law enforcement agencies and sub-agencies for the period of June 1, 2021, through June 30, 2021, pursuant to the attached then and now certificate from the Director of Finance.

Approval of this Emergency Ordinance will authorize the payment of \$17,350.00 from County Law Enforcement Applied Regionally (CLEAR) Fund non-personnel operating budget account no. 457x093x7100x7417 to the Ohio State Highway Patrol for outstanding charges for access to the Law Enforcement Automated Data System (LEADS) statewide criminal records database for over fifty Hamilton County law enforcement agencies and sub-agencies for the period of June 1, 2021, through June 30, 2021, pursuant to the attached then and now certificate from the Director of Finance.

Hamilton County law enforcement agencies and sub-agencies, including the Cincinnati Police Department, access Ohio's Law Enforcement Automated Data System (LEADS) criminal records database through a longstanding contract with the Ohio State Highway Patrol, which maintains and coordinates access to the database.

The Ohio State Highway Patrol provided services for all of 2021, including the period of June 1, 2021, through June 30, 2021, pursuant to a duly executed contract. The City received an invoice for the services provided in June when many staff members were working remotely due to the COVID-19 pandemic, but it was not paid due to the instability of transitioning to remote work.

Pursuant to Ohio Revised Code (ORC) Section 5705.41(D)(1), the Director of Finance has issued a Then and Now Certificate, verifying that a sufficient sum was appropriated and in the City Treasury for the purpose of paying such charges under the contract at the time the services were provided and the quote was issued and at the time this certificate was issued.

The reason for the emergency is the immediate need to make payment to the Ohio State Highway Patrol in a timely manner for services rendered.

The Administration recommends passage of this Emergency Ordinance.

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

Attachments