

May 15, 2024

To: Mayor and Members of City Council

From: Sheryl M. M. Long, City Manager *SM*

202401359

Subject: **Emergency Ordinance – Parks Department: Then and Now
Payment to General Factory Supply**

Attached is an Emergency Ordinance captioned:

AUTHORIZING the payment of \$2,325.05 from the Parks Department, Parks Private Endowment and Donations Fund 430, non-personnel operating budget account no. 430x202x3000x7361, to General Factory Supply pursuant to the attached certificate from the Director of Finance, for outstanding charges related to cables, adapters, and graffiti removal used by the Parks Department in December 2023.

This Emergency Ordinance authorizes the payment of \$2,325.05 from the Parks Department, Parks Private Endowment and Donations Fund 430, non-personnel operating budget account no. 430x202x3000x7361, to General Factory Supply pursuant to the attached certificate from the Director of Finance, for outstanding charges related to cables, adapters, and graffiti removal materials used by the Parks Department in December 2023.

On December 13, 2023, General Factory Supply provided a quote for \$5,325.05 to the Parks Department for cables, adapters, and graffiti removal materials. A quote provided to the Parks Department of \$3,000 was used in error for the Cincinnati Financial System (CFS) submission, resulting in a shortage of \$2,325.05. Pursuant to Ohio Revised Code Section 5705.41(D)(1), the Director of Finance has issued a certificate, attached to this Emergency Ordinance, verifying that a sufficient sum was appropriated and in the City Treasury for the purpose of paying such charges under the contract both at the time the quote was issued and at the time the attached certificate was issued. This Emergency Ordinance will provide payment to General Factory Supply for its outstanding obligation of \$2,325.05 for cables, adapters, and graffiti removal materials used by the Parks Department.

The reason for the emergency is the immediate need to pay General Factory Supply for the outstanding charges in a timely manner.

The Administration recommends passage of this Emergency Ordinance.

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

Attachment