

December 3, 2025

To: Mayor and Members of City Council 202502077

From: Sheryl M. M. Long, City Manager

Subject: Emergency Ordinance – Parks: Moral Obligation Payment to Diefenbacher Greenhouses, Inc.

Attached is an Emergency Ordinance captioned:

AUTHORIZING the payment of \$13,613.80 to Diefenbacher Greenhouses, Inc. from Cincinnati Parks Department Park Miscellaneous Revenue and Special Activity Fund 326 non-personnel operating budget account no. 326x202x3300x7373 as a moral obligation for spring annual plants purchased for Piatt Park, Lytle Park, and central operations during FY 2025.

Approval of this Emergency Ordinance authorizes the payment of \$13,613.80 to Diefenbacher Greenhouses, Inc. from Cincinnati Parks Department Park Miscellaneous Revenue and Special Activity Fund 326 non-personnel operating budget account no. 326x202x3300x7373 as a moral obligation for spring annual plants purchased for Piatt Park, Lytle Park, and central operations during FY 2025.

The City entered into Master Agreement (MA) 107 251R025451 on April 17, 2025, authorizing Diefenbacher Greenhouses, Inc. to provide various annual plants to the Cincinnati Park Board, with optional renewals of two additional 12-month periods ending approximately three years from April 30, 2025.

Due to an administrative oversight, the department placed an order for spring annual plants for Piatt Park, Lytle Park, and central operations but did not enter a delivery order (DO) or certification in the Cincinnati Financial System (CFS) prior to goods being delivered to the City.

The reason for the emergency is the immediate need to pay Diefenbacher Greenhouses, Inc. for the outstanding charges in a timely manner.

The Administration recommends passage of this Emergency Ordinance.

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

Attachment