

February 24, 2022

To: Mayor and Members of City Council **202200472**

From: John P. Curp, Interim City Manager

Subject: Emergency Ordinance – ECC: Moral Obligation Payment to US Bank

Attached is an Emergency Ordinance captioned:

AUTHORIZING the payment of \$3,285 from Emergency Communications Center General Fund non-personnel operating budget account no. 050x103x0000x7215 as a moral obligation to US Bank for training and certification that was billed to a purchase card resulting in charges that exceeded the State of Ohio's \$3,000 purchasing limit without certification.

This Emergency Ordinance authorizes the payment of \$3,285 from the Emergency Communications Center (ECC)'s General Fund non-personnel operating budget account no. 050x103x0000x7215 as a moral obligation to US Bank for training and certification that was billed to a purchase card resulting in charges that exceeded the State of Ohio's \$3,000 purchasing limit without certification.

The Emergency Communications Center purchased emergency medical dispatch training and certification for new hires in the City's 9-1-1 Call Center from Priority Dispatch Corporation. A purchase card ("P-card") was used to purchase the training and certification, but the total charge exceeded the State of Ohio's purchasing limit of \$3,000 without certification, resulting in a moral obligation. Accounting staff within the Emergency Communications Center have been advised regarding the issue that resulted in this oversight and have taken steps to ensure it is not repeated.

The reason for the emergency is the immediate need to make payment on the impacted purchase card.

The Administration recommends passage of this Emergency Ordinance.

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

Attachment